



**City of North St. Paul
City Council
Workshop Meeting Agenda**

**July 20, 2021
5:00 PM**

The City Council workshop will be conducted on Tuesday, July 20, 2021 at 5:00 p.m. The meeting location is the City Council Chambers of City Hall, located at 2400 Margaret St., North St. Paul.

The City Council workshop will also be meeting on interactive TV under Minn. Stat. 13D.02. Members of the public are permitted to attend the meeting in person, however, it is encouraged to view the meeting remotely. Instructions can be found below.

The July 20, 2021 **Zoom meeting can be accessed**
via: <https://tinyurl.com/NSPCityCouncil> (from a PC, Mac, tablet, iPhone or Android device)
Meeting ID: 844 0909 4358
Password: 041469
or by phone at 1-929-205-6099, meeting ID 844 0909 4358, password 041469.

The City Council Zoom meeting will be 'open to the public to listen in but will be muted from contributing at all times with the exception of a Public Hearing and open to the public forum.

Please join the meeting early to test your audio and video settings. If you join via a device and your audio is not working, you may need to use the dial-in phone number option in order to be heard.

Watch the meeting live stream on YouTube
<https://tinyurl.com/NSPYouTube>

I. Call to Order

II. Roll Call

Council Member Thorsen
Council Member Petersen
Council Member Wong
Council Member Cole
Mayor Furlong

III. Adopt Agenda

IV. Topic(s)

A. Ordinance Pertaining to Gambling

- B. Park Rental Rates and Policy Review
- C. Preliminary Discussion and Review of CIP Infrastructure Project Areas
- D. Discussion on Hiring of City Manager
- E. Informational Police Department Staffing Update

V. Other Business

VI. Adjournment

The next regularly scheduled City Council Workshop meeting is August 17, 2021.

**To**

Honorable Mayor Furlong and City Council

Date

July 20, 2021

Agenda Placement # IV.A

Topic(s)

Subject

Ordinance Pertaining to Gambling

Background/Facts

On April 20, 2021, the City Council reviewed a draft ordinance that would update North St. Paul City Code Chapter 112 related to gambling . The attached memorandum addresses some of the questions raised during the Council's workshop.

Recommendation:**Attachments**

1. DOCS-#215055-v1-
MEMORANDUM_TO_CITY_COUNCIL_RE__LAWFUL_GAMBLING_QUESTIONS
2. DOCS-#214572-v2-
ORDINANCE_AMENDING_TITLE_XI_CHAPTER_112_BINGO_AND_CHARITABLE_GAMBLING

Respectfully submitted,
Soren Mattick

MEMORANDUM

FROM: SHANA CONKLIN, CITY ATTORNEY

TO: CITY OF NORTH SAINT PAUL

DATE: APRIL 21, 2021

RE: CITY COUNCIL WORKSHOP RE: ORDINANCE PERTAINING TO GAMBLING



CAMPBELL KNUTSON
PROFESSIONAL ♦ ASSOCIATION

Issues

- 1) What should the City define as the “trade area” for this Ordinance?
 - Pursuant to Minn. Stat. § 349.213, subd. 1(g), the City of North Saint Paul “must include each city and township contiguous to the defining city.”
 - Our current definition of a “trade area” is:
The area contained within the municipal boundaries of North St. Paul, Oakdale, Maplewood and all other areas within the ISD 622 boundary.
 - Pursuant to state statute, the City could revise the definition to solely include each contiguous city and township.
- 2) Do other cities have requirements similar to the proposed Section 112.15?
 - The answer is yes. The Minnesota Gambling Control Board provides a list and the annual report for all municipalities who have a fund. The list is attached to this Memorandum.
 - As a reminder, Section 112.15 requires organizations that conduct lawful gambling to contribute 10% of their net profits to a fund administered by the City. As mentioned previously, the City of North Saint Paul does not currently require this. If the City did require this, then the fund would have to be maintained separate from the general fund, and it would only be permissible to spend the funding on specific categories, as delineated in Minn. Stat. § 349.12, subd. 25. The Minnesota League provides this additional guidance regarding this fund:

Cities may also expend these funds for police, fire, and other emergency or public safety-related services, equipment, and training, excluding pension obligations. A city making expenditures authorized under this paragraph must by March 15 of each year file a report with the Board, on a form the Board prescribes, that lists all such revenues collected and expenditures for the previous calendar year. Minn. Stat. § 349.213, subd. 1(f)(2). Cities must also acknowledge the financial contributions of organizations conducting lawful gambling to the community and to the recipients of the funds when administering a fund under Minn. Stat. § 349.213.
- 3) Does it make sense to impose the 3% gambling tax in the City of North Saint Paul?

- The City of North Saint may only impose a lawful gambling regulatory tax, up to 3% per year, *if the amount is necessary to cover the costs to regulate gambling* in a city's or county's jurisdiction, and overages are returned to the lawful gambling organizations that paid the lawful gambling regulatory tax. The Minnesota Gambling Control Board indicates that regulating lawful gambling includes site inspections, compliance reviews, corrective action, and trade area monitoring. Regulating lawful gambling does not include providing for past or future calendar year lawful gambling regulation. A city or county may impose a local gambling tax only if it does not charge an investigation fee or other local tax on lawful gambling.
- The City of North Saint Paul currently imposes an investigation fee. This fee is limited to \$100.
- These municipalities currently impose a gambling tax:

[Andover, CY19, CY20](#)
[Austin, CY19, CY20](#)
[Columbus, CY19, CY20](#)
[Duluth, CY19, CY20](#)
[East Bethel, CY19, CY20](#)
[Falcon Heights, CY19, CY20](#)
[Fridley, CY19, CY20](#)
[Jackson, CY19, CY20](#)
[Madison Lake, CY19, CY20](#)
[Mankato, CY19, CY20](#)
[Maple Grove, CY19, CY20](#)
[Minneapolis, CY19, CY20](#)
[North Mankato, CY19, CY20](#)
[Roseville, CY19, CY20](#)
[Spring Lake Park, CY19, CY20](#)
[St. Paul, CY19, CY20](#)
[Waterville, CY19, CY20](#)
[White Bear Lake, CY19, CY20](#)
[Worthington, CY19, CY20](#)

- 4) Finally, if the proposed Ordinance is adopted, what type of gambling would the City be regulating?
 - The City would be regulating all types of lawful gambling in some way. For clarity, the term “lawful gambling” is defined as the “operation, conduct or sale of bingo, raffles, paddlewheels, tipboards, and pull-tabs.” Minn. Stat. § 349.12, subd. 24. However, the City is limited by state law in this area. Specifically, the City is prohibited from requiring a gambling permit or license for a gambling organization that is licensed by or registered with the Minnesota Gambling Control Board. Minn. Stat. 349.213, subd. 1(c). Our current ordinance requires *all* lawful gambling organizations, even those licensed by the State, to obtain a permit. This is one requirement the City needs to change to conform to state law.

- If passed, this Ordinance would require a *premises permit* for gambling organizations that are licensed by or registered with the Minnesota Gambling Control Board. This is permissible under state law. See proposed Section 112.10. This is a permit authorizing an organization to use a specific premises for lawful gambling.
- If passed, this Ordinance would require certain organizations that are *excluded* or *exempt* from state licensing to obtain a *gambling permit*. See proposed Section 112.11 (“No organization shall conduct lawful gambling excluded or exempted from state licensure requirements by Minn. Stat. § 349.166, as it may be amended from time to time, without a valid local permit”).
 - Gambling that is excluded from state licensing includes the following:
 - Bingo conducted by an organization in conjunction with a county fair, state fair, or a civic celebration for no more than 12 consecutive days. The organization can make no more than four separate applications for activities applied for and approved per calendar year. This exclusion does not apply to linked bingo games.
 - Bingo conducted by an organization on four or fewer days in a calendar year. This exclusion does not apply to linked bingo games.
 - Raffles conducted by an organization that does not award raffle prizes with a total value in excess of \$1,500 in a calendar year or \$5,000 if the organization is a 501(c)(3).
 - Bingo conducted within a nursing home or senior citizens housing project, or by a senior citizens’ organization. This exclusion applies if:
 - The prizes for a single bingo game do not exceed \$10.
 - Total prizes awarded at a single bingo occasion do not exceed \$200.
 - Only members, or the guests, of the senior citizen organization, nursing home, or housing project are allowed to play.
 - No compensation is paid to any persons who conduct the bingo game.
 - A manager is appointed to supervise the bingo.
 - **Please note that in a revised copy of Chapter 112, the City would not regulate bingo taking place in nursing home or senior citizens housing projects as described above.**
 - Gambling is exempt from state licensing standards meets the following standards:
 - The organization conducts lawful gambling on five or fewer days in a calendar year.
 - The organization does not award more than \$50,000 in prizes for lawful gambling in a calendar year.
 - The organization pays a fee of \$100 and submits a Board-prescribed application in writing not less than 30 days before each lawful gambling occasion (the fee increases to \$150 if application is postmarked or received less than 30 days before the event). The application must include the date and location of the occasion, the types of lawful gambling to be conducted, and the prizes to be awarded.

- The organization notifies the city 30 days before the lawful gambling occasion (60-day notice is required in a city of the first class).
 - The organization purchases all gambling equipment and supplies from a licensed distributor.
 - The organization complies with all of the Board's reporting requirements.
- Finally, if passed, the Ordinance would regulate all lawful gambling (state licensed and those exempt from state licensing) in certain ways. For example, the City has the authority to regulate lawful gambling in the following ways:
 - Require organizations to make specific expenditures of up to 10 percent of the net profit from lawful gambling.
 - Require organizations to contribute 10 percent of the net profit from lawful gambling to a fund administered by the city.
 - Require an organization to expend all or a portion of its expenditures within the city's trade area.
 - Charge an investigation fee or impose a gambling tax

List of Municipalities with 10 Percent Lawful Gambling Fund

To view the annual reports submitted by these cities, please visit:
<https://mn.gov/gcb/3-10--city-reports.html>

<u>Afton</u>	<u>Dundas</u>	<u>Lakeland</u>	<u>Proctor</u>
<u>Alexandria</u>	<u>Effie</u>	<u>Lakeland Shores</u>	<u>Ramsey</u>
<u>Andover</u>	<u>Elba</u>	<u>LaPrairie</u>	<u>Randolph</u>
<u>Annandale</u>	<u>Elgin</u>	<u>Leonard</u>	<u>Rockford</u>
<u>Arden Hills</u>	<u>Elko/New Market</u>	<u>Lexington</u>	<u>Rose Creek</u>
<u>Aurora</u>	<u>Evansville</u>	<u>Lilydale</u>	<u>Roseville</u>
<u>Barnum</u>	<u>Eveleth</u>	<u>Little Canada</u>	<u>Scanlon</u>
<u>Battle Lake</u>	<u>Eyota</u>	<u>Littlefork</u>	<u>Sedan</u>
<u>Bayport</u>	<u>Falcon Heights</u>	<u>Long Beach</u>	<u>Shafer</u>
<u>Belle Plaine</u>	<u>Faribault</u>	<u>Long Lake</u>	<u>Sherburn</u>
<u>Bigelow</u>	<u>Floodwood</u>	<u>Madison Lake</u>	<u>Shoreview</u>
<u>Bigfork</u>	<u>Garfield</u>	<u>Mahtomedi</u>	<u>Slayton</u>
<u>Biscay</u>	<u>Gem Lake</u>	<u>Manchester</u>	<u>Spicer</u>
<u>Blaine</u>	<u>Geneva</u>	<u>Maple Grove</u>	<u>Spring Valley</u>
<u>Bovey</u>	<u>Ghent</u>	<u>Mapleview</u>	<u>Stewart</u>
<u>Bricelyn</u>	<u>Gilman</u>	<u>Maplewood</u>	<u>St. Francis</u>
<u>Brownsville</u>	<u>Golden Valley</u>	<u>Mayer</u>	<u>St. Louis Park</u>
<u>Byron</u>	<u>Grove City</u>	<u>Mendota</u>	<u>St. Martin</u>
<u>Carlton</u>	<u>Gully</u>	<u>Milaca</u>	<u>St. Paul</u>
<u>Centerville</u>	<u>Ham Lake</u>	<u>Millville</u>	<u>Stockton</u>
<u>Chanhausen</u>	<u>Hammond</u>	<u>Minneapolis</u>	<u>Tailors Falls</u>
<u>Chisago City</u>	<u>Hampton</u>	<u>Motley</u>	<u>Tower</u>
<u>Cloquet</u>	<u>Hanover</u>	<u>Mountain Iron</u>	<u>Utica</u>
<u>Coates</u>	<u>Hanska</u>	<u>Myrtle</u>	<u>Vadnais Heights</u>
<u>Cold Spring</u>	<u>Hartland</u>	<u>Nelson</u>	<u>Vergas</u>
<u>Coleraine</u>	<u>Hawley</u>	<u>New Hope</u>	<u>Victoria</u>
<u>Columbus</u>	<u>Hewitt</u>	<u>New Trier</u>	<u>Wahkon</u>
<u>Coon Rapids</u>	<u>Hollandale</u>	<u>Newport</u>	<u>Waite Park</u>
<u>Corcoran</u>	<u>Independence</u>	<u>Nimrod</u>	<u>Waterville</u>
<u>Cromwell</u>	<u>Jenkins</u>	<u>North Mankato</u>	<u>Waverly</u>
<u>Crystal</u>	<u>Jordan</u>	<u>Nowthen</u>	<u>Wilton</u>
<u>Dalton</u>	<u>Kasota</u>	<u>Oak Grove</u>	<u>Winnebago</u>
<u>Darwin</u>	<u>Kerkhoven</u>	<u>Oakdale</u>	<u>Winsted</u>
<u>Delavan</u>	<u>Kettle River</u>	<u>Otsego</u>	<u>Wrenshall</u>
<u>Dennison</u>	<u>Kilkenny</u>	<u>Pemberton</u>	<u>Wyoming</u>
<u>Duluth</u>	<u>Lake St. Croix Beach</u>	<u>Plymouth</u>	

CITY OF NORTH ST. PAUL, RAMSEY COUNTY, MINNESOTA

ORDINANCE NO. _____

**AN ORDINANCE AMENDING TITLE XI, CHAPTER 112,
PERTAINING TO BINGO AND CHARITABLE GAMBLING**

THE CITY COUNCIL OF NORTH ST. PAUL, RAMSEY COUNTY, MINNESOTA,
ORDAINS:

SECTION 1. Title XI, Chapter 112 of the North St. Paul City Code is amended by replacing the existing language in its entirety with the following language:

§ 112.01. ADOPTION OF STATE LAW BY REFERENCE

The provisions of Minnesota Chapter 349, as they may be amended from time to time, with reference to the definition of terms, conditions of operation, provisions relating to sales, and all other matters pertaining to lawful gambling are hereby adopted by reference and are made a part of this ordinance as if set out in full. It is the intention of the Council that all future amendments of Minnesota Chapter 349, are hereby adopted by reference or referenced as if they had been in existence at the time this ordinance was adopted.

§ 112.02. CITY MAY BE MORE RESTRICTIVE THAN STATE LAW

The Council is authorized by the provisions of Minn. Stat. § 349.213, as it may be amended from time to time, to impose, and has imposed in this ordinance, additional restrictions on gambling within its limits beyond those contained in Minnesota Chapter 349, as it may be amended from time to time.

§ 112.03. PURPOSE

The purpose of this ordinance is to regulate lawful gambling within the City of North Saint Paul, to prevent its commercialization, to ensure the integrity of operations, and to provide for the use of net profits only for lawful purposes.

§ 112.04. DEFINITIONS

In addition to the definitions contained in Minn. Stat. § 349.12, as it may be amended from time to time, the following terms are defined for purposes of this ordinance:

BOARD, as used in this ordinance, means the State of Minnesota Gambling Control Board.

CITY, as used in this ordinance, means the City of North Saint Paul.

COUNCIL, as used in this ordinance, means the City Council of the City of North Saint Paul.

LICENSED ORGANIZATION, as used in this ordinance, means an organization licensed by the Board.

LOCAL PERMIT, as used in this ordinance, means a permit issued by the city.

TRADE AREA, as used in this ordinance, means the area contained within the municipal boundaries of North St. Paul, Oakdale, Maplewood, and all other areas within the ISD 622 boundary.

§ 112.05. APPLICABILITY

This ordinance shall be construed to regulate all forms of lawful gambling within the city except bingo conducted within a nursing home or a senior citizen housing project or by a senior citizen organization if the prizes for a single bingo game do not exceed \$10, total prizes awarded at a single bingo occasion do not exceed \$200, only members of the organization, residents of the nursing home or housing project, and their guests, are allowed to play in a bingo game, no compensation is paid for any persons who conduct the bingo, and a manager is appointed to supervise the bingo.

§ 112.06. LAWFUL GAMBLING PERMITTED

Lawful gambling is permitted within the city provided it is conducted in accordance with Minn. Stat. §§ 609.75-.763, inclusive, as they may be amended from time to time; Minn. Stat. §§ 349.11-.23, inclusive, as they may be amended from time to time; and this ordinance.

§ 112.07. COUNCIL APPROVAL

Lawful gambling authorized by Minn. Stat. §§ 349.11-.23, inclusive, as they may be amended from time to time, shall not be conducted unless approved by the Council, subject to the provisions of this ordinance and state law.

§ 112.08. PREMISES USED FOR GAMBLING. The only premise that may be used for lawful gambling shall be on sale licensed intoxicating liquor establishments operating as a permitted use, or as expressly authorized in a conditional or interim use permit, or religious, educational or non-profit organizations where they own their own premise or have rented the premise for at least three years.

§ 112.09. NUMBER OF LICENSES ON EACH PREMISE. There shall only be one licensed organization leasing part of a premise at any one time, except for premises owned by a congressionally chartered veterans' organization. Auxiliary organizations may also lease part of the veterans' premises where such auxiliary organizations are also nationally chartered.

§ 112.10. APPLICATION AND LOCAL APPROVAL OF PREMISES PERMITS

(A) Any organization seeking to obtain a premises permit from the Board shall file with the city clerk an executed, complete duplicate application, together with all exhibits and documents accompanying the application as will be filed with the Board.

(B) Upon receipt of an application for issuance of a premises permit, the city clerk shall transmit the application to the chief of police for review and recommendation. Any organization seeking approval is subject to a background check completed by the North St. Paul Police Department for a \$100 fee.

(C) The Council shall deny an application for issuance or renewal of a premises permit for any of the following reasons:

- (i) Violation by the gambling organization of any state statute, state rule, or city ordinance relating to gambling within the last five (5) years.
- (ii) Violation by the on-sale establishment or organization leasing its premises for gambling of any state statute, state rule, or city ordinance relating to the operation of the establishment, including, but not limited to, laws relating to alcoholic beverages, gambling, controlled substances, suppression of vice, and protection of public safety within the last five (5) years.
- (iii) Failure of the applicant to pay the investigation fee provided by Subdivision 4 within the prescribed time limit.
- (iv) Operation of gambling at the site would be detrimental to health, safety, and welfare of the community.
- (v) Failure to comply with the State Fire Code and Life Safety Code of the State of Minnesota.

§ 112.11. LOCAL PERMITS

(A) No organization shall conduct lawful gambling excluded or exempted from state licensure requirements by Minn. Stat. § 349.166, as it may be amended from time to time, without a valid local permit, except that bingo conducted within a nursing home or a senior citizen housing project as described in Minn. Stat. 349.166, subd. 1(b) is not required to seek a valid local permit. This section shall not apply to lawful gambling exempted from local regulation by Section 112.05 of this ordinance.

(B) Applications for issuance or renewal of a local permit shall be on a form prescribed by the city. The application shall contain the following information:

- (i) Name and address of the organization requesting the permit.
- (ii) Name and address of the officers and person accounting for receipts, expenses, and profits for the event.
- (iii) Dates of gambling occasion for which permit is requested.
- (iv) Address of premises where event will occur.
- (v) Copy of rental or leasing arrangement, if any, connected with the event, including rent to be charged to the organization.
- (vi) Estimated value of prizes to be awarded.

(C) The fee for a local permit shall be \$100. The fee shall be submitted with the application for a local permit. This fee shall be refunded if the application is withdrawn before the investigation is commenced.

(D) Upon receipt of an application for issuance or renewal of a local permit, the city clerk shall transmit the notification to the chief of police for review and recommendation. Any organization seeking approval is subject to a background check completed by the North St. Paul Police Department for a \$100 fee.

(E) The Council shall deny an application for issuance or renewal of a premises permit for any of the following reasons:

- (i) Violation by the gambling organization of any state statute, state rule, or city ordinance relating to gambling within the last five (5) years.
- (ii) Violation by the on-sale establishment, or organization leasing its premises for gambling, of any state statute, state rule, or city ordinance relating to the operation of the establishment, including, but not limited to, laws relating to the operation of the establishment, laws relating to alcoholic beverages, gambling, controlled substances, suppression of vice, and protection of public safety within the last five (5) years.
- (iii) The organization has not been in existence for at least three (3) consecutive years prior to the date of application.
- (iv) The organization does not have at least thirteen (13) active and voting members.
- (v) Exempted or excluded lawful gambling will not take place at a premises the organization owns or rents.
- (vi) Failure of the applicant to pay the permit fee within the prescribed time limit.
- (vii) Operation of gambling at the site would be detrimental to health, safety, and welfare of the community.
- (viii) Failure to meet the requirements of this Ordinance.

(F) Local permits shall be valid for one (1) year after the date of issuance unless suspended or revoked.

§ 112.12. REVOCATION AND SUSPENSION OF LOCAL PERMIT

(A) A local permit may be revoked or temporarily suspended for a violation by the gambling organization of any state statute, state rule, or city ordinance relating to gambling.

- (B) The City Manager may suspend a permit or license under this Ordinance for a period not exceeding 30 days, and the Council may suspend, revoke or decline to renew any license or permit for violation of any provision of law, ordinance or regulation applicable to the licensed or permitted activity or property. Except where mandatory revocation is provided by state law without notice and hearing and except where suspension may be made without a hearing, the holder of the license or permit shall be granted a hearing under Minn. Stat. §§ 14.57 to 14.69 of the Administrative Procedures Act, as it may be amended from time to time.

§ 112.13. LICENSE AND PERMIT DISPLAY

All permits issued under state law or this ordinance shall be prominently displayed during the permit year at the premises where gambling is conducted.

§ 112.14. NOTIFICATION OF MATERIAL CHANGES TO APPLICATION

An organization holding a state-issued premises permit or a local permit shall notify the city within ten (10) days in writing whenever any material change is made in the information submitted on the application.

§ 112.15. CONTRIBUTION OF NET PROFITS TO FUND ADMINISTERED BY CITY

- (A) Each organization licensed to conduct lawful gambling within the city pursuant to Minn. Stat. § 349.16, as it may be amended from time to time, shall contribute ten percent (10%) of its net profits derived from lawful gambling in the city to a fund administered and regulated by the city without cost to the fund. The city shall disburse the funds for charitable contributions as defined by Minn. Stat. § 349.12, subd. 7a, as it may be amended from time to time.
- (B) Payment under this section shall be made on the last day of each month.
- (C) The city's use of such funds shall be determined at the time of adoption of the city's annual budget or when the budget is amended.

§ 112.16. DESIGNATED TRADE AREA

- (A) Each organization licensed to conduct gambling within the city shall expend fifty percent (50%) of its lawful purpose expenditures on lawful purposes conducted within the city's trade area.
- (B) This section applies only to lawful purpose expenditures of gross profits derived from gambling conducted at a premises within the city's jurisdiction.

§ 112.17. RECORDS AND REPORTING

- (A) Organizations conducting lawful gambling shall file with the city clerk one copy of all records and reports required to be filed with the Board, pursuant to Minnesota Chapter 349, as it may be amended from time to time, and rules adopted pursuant thereto, as they

may be amended from time to time. The records and reports shall be filed on or before the day they are required to be filed with the Board.

- (B) Organizations licensed by the Board shall file a report with the city proving compliance with the trade area spending requirements imposed by Section 112.16. Such report shall be made on a form prescribed by the city and shall be submitted annually.

§ 112.18. HOURS OF OPERATION

Lawful gambling shall not be conducted between 1 a.m. and 8 a.m. on any day of the week.

§ 112.19. PENALTY

Any person who violates any provision of this ordinance shall be guilty of a misdemeanor and subject to a fine of not more than \$1,000 or imprisonment for a term not to exceed 90 days, or both. In addition, violations shall be reported to the Board and recommendation shall be made for suspension, revocation, or cancellation of an organization's license.

§ 112.20. SEVERABILITY

If any provision of this ordinance is found to be invalid for any reason by a court of competent jurisdiction, the validity of the remaining provisions shall not be affected.

SECTION 2. This Ordinance shall become effective immediately upon its passage and publication according to law.

PASSED and ADOPTED this ____ day of _____, 2021, by the City Council of the City of North St. Paul, Minnesota.

CITY OF NORTH ST. PAUL

By: _____
Terry Furlong, Mayor

ATTEST:

Brian Frandle, Interim City Manager

**CITY OF NORTH ST. PAUL
RAMSEY COUNTY, MINNESOTA**

SUMMARY OF ORDINANCE NO. _____,

**AN ORDINANCE AMENDING TITLE XI, CHAPTER 112,
PERTAINING TO BINGO AND CHARITABLE GAMBLING**

NOTICE IS HEREBY GIVEN that on _____, Ordinance No. _____ was adopted by the City Council of the City of North St. Paul, Minnesota.

NOTICE IS FURTHER GIVEN that because of the lengthy nature of Ordinance No. _____, the following summary of the ordinance has been prepared for publication.

NOTICE IS FURTHER GIVEN that Title XI, Chapter 112 has been amended to change requirements for bingo and charitable gambling permits.

A printed copy of the whole ordinance is available for inspection by any person during the City's regular office hours.

APPROVED for publication by the City Council of the City of North St. Paul this ____ day or _____, 2021.

CITY OF NORTH ST. PAUL

By: _____
Terry Furlong, Mayor

ATTEST:

Brian Frandle, Interim City Manager



To

Honorable Mayor Furlong and City Council

Date

July 20, 2021

Agenda Placement # IV.B

Topic(s)

Subject

Park Rental Rates and Policy Review

Background/Facts

The City has experienced increased issues with our Park Facility rentals this season resulting in damage to our buildings, excessive trash in our parks, and noise complaints from area residents. Staff has reviewed our current rates, deposit information, and policy and is seeking your input and recommendations.

Recommendation:

Review and update the City's current park reservation fees and policies.

Attachments

1. Park Rental Rate Evaluation
2. Park Facility Rental Review
3. Current Fee Schedule
4. 2020 NSP POLICY DOCUMENT Park Facility Rental Revised

Respectfully submitted,
Kari Erpenbach, Communications

Park Rental Rate Study

	Resident	Non-Resident	Previous Deposits
City of North St. Paul			
North St. Paul Open-Air Shelters		\$45	\$55
Hause Park Building		\$100	\$150
Casey Lake Building Weekday		\$125	\$175
Casey Lake Building Weekends		\$200	\$300
Casey Lake Building Weekends/Weddings		\$400	\$500
Arden Hills			
Pavilion (up to 5 picnic tables)	\$125/\$200 deposit	\$200/\$200 deposit	
Pavilion non-profit group	\$75/\$200 deposit	\$100/\$200 deposit	
Little Canada			
Fire Haul (75) kitchen/tables/chairs/bathrooms weekdays	\$100 +350 deposit	no non-resident rentals	
Fire Haul (75) kitchen/tables/chairs/bathrooms weekends 6 hours	\$180 + \$350 deposit	no non-resident rentals	
Park Shelter	\$50-\$110 + \$250 deposit	\$100-\$200 + \$250 deposit	
Maplewood			
Picnic Shelter	\$55/\$100 deposit		
Large Shelter	\$75		
Wakefield Community Building (66 seated/74 theater seating)			
Week day 4 hours	\$150	\$190	
Weekend (4 hours)	\$200	\$250	
Weekend (7 hours)	\$300	\$370	
Oakdale			
Small park shelter	\$50	\$65	
Large park shelter	\$100	\$150	
Discovery Center Daily until 4:00 p.m. (4 hour minimum) 120	\$120	\$200	
Weekend per hour 3- hour minimum	\$150	\$225	
Full Day Weekend	\$500/\$250	\$650/\$325	
Non-refundable deposit of half the rental fee			
Approved caterers only			
Ramsey County			
Picnic Open-Air Shelters (50-75) capacity	\$113-\$166	Same	
Baie Shelters (30-50)	\$56-\$87	Same	
Covered Pavillion w/picnic tables/kitchen (250-500) Weekdays	\$234	Same	
Covered Pavillion w/picnic tables/kitchen (250-500) Weekends	\$466	Same	
Covered Pavillion w/picnic tables/kitchen (125)	\$308	Same	
Covered Pavillion w/picnic tables/kitchen (500)	\$466	Same	
Covered Pavillion w/picnic tables (200)	\$368	Same	
St. Paul			
Park Shelter half day	\$70/\$80	Same	
Park Shelter full day	\$140/\$160	Same	
Park Pavilion half day	\$195	Same	
Park Pavilion full day	\$300	Same	
Picnic Pavilion (200 people) kitchen half day	\$240	Same	
Picnic Pavilion (200 people) kitchen full day	\$480	Same	
Park Building (100 people) kitchen/no oven half day	\$160/3 hours	Same	
Park Pavilion (300 people) kitchen & patio half day/half pavilion	\$155	Same	
Park Pavilion (300 people) kitchen & patio full day/half pavilion	\$310	Same	
Park Pavilion (300 people) kitchen & patio full pavilion half day	\$240	Same	
Park Pavilion (300 people) kitchen & patio full day/half pavilion	\$480	Same	
Permit Notes			
No refunds issued if less than 30 days prior to the event			
Permits less than \$150 no refund			
No refunds due to weather conditions			
Vadnais Heights			
Shelters w/picnic tables/kitchen (75)	\$75/\$75 deposit	\$150/\$300 deposit	
Shelters w/picnic tables/kitchen (100)	\$75/\$75 deposit	\$150/\$300 deposit	
Washington County			
Picnic Shelter small	\$48	\$88	
Picnic Shelter large	\$158	\$308	
White Bear Lake			
Rorary Nature Preserve (covered open-air)	\$50	\$100	

Armory (300) Kitchen/air conditioned/handicapped accessible	\$650/\$750 kitchen	\$900/\$1050
Damage Deposit	\$350	\$500
Cleaning Charge 100+ people	\$175	\$175
Security	\$32 per hour	\$32 per hour
Weekly hourly rate	\$80	\$90
Weekend hourly rate	\$100	\$120
Boatworks Community (60) Kitchen	\$50 per hour	\$500 (up to 4 hours)

Park Facility Rental Review

Background Information

- The city of North St. Paul transitioned to online park reservations on 12-1-2020
- To date we have processed close to 300 reservations. Of those reservations 116 were placed by residents and 157 were placed by non-residents.
- We saw several fluctuations in our facility reservations early this spring as a result of COVID capacity limits and concerns with the virus. This has stabilized recently.
- The City has added a COVID disclaimer to all reservations to give the City the option to limit capacity if needed for health and safety concerns.

In comparing our facility rental policy/guidelines to other municipalities we may want to consider some or a combination of the following:

Reinstating some kind of deposit to cover any additional maintenance costs/repairs the City may incur due to their event.

- Deposit functionality can be added to our CivicClerk software
- Deposit refunds can be easily managed and processed through CivicRec
- Deposit checks would be mailed to the account holder's address. This adds another layer of accountability for the rental.

Reevaluate Park Rental Fees

As you can see from the rate study, our Park Rental fees are some of the lowest in the area. These fees are necessary to cover our on-going building maintenance. Currently the City pays the following custodial fees, not including the time incurred by our Public Works staff.

- Hause Park \$60 per event
- Casey Lake Park is approximately \$860 per month, plus additional charges for excessive interior event clean up
- Several of the recent park rental issues have resulted in unscheduled over-time for our Public Works staff
- Our current fee schedule is difficult to enforce/verify between a regular rental and the wedding rate.
- We may want to consider additional fees for pre-event planning and/or additional site tours.
- Consider Re-configuring online rentals to require admin approval before they are processed for non-resident rentals

Update Our Policy and Procedures to clarify the following:

- Damage deposits levels and refund criteria
- Billing for additional clean up / damage
- Caterer guidelines & licensing
- Alcohol usage at events

- Required security standards for events with alcohol
- Clarify rental rates. Current rates for weddings are difficult to enforce, as would be a liquor usage fee.
- Clarify line of communication and timeline on problem rentals to ensure the City is capturing all information correctly, properly flagging the renter's account and collecting any additional fees.

Surrounding City's include the following in their reservation policies

- Persons, clubs and organizations using city park facilities shall agree to indemnify the City of any and all damages by any person or persons attending the event and all damages to any persons or property.
- Security deposit (or portion of deposit) will be retained if any damage or extra clean up is directly associated with the event.
- It is unlawful for any person to bring beer or alcohol into the park unless authorized by the City Council or City administrator. Keg beer permits required.
- Insurance certificates required
- The Parks and Recreation Department retains the right to shutdown any rental for any violation of the Park Permit Rules and Regulations, city ordinance or laws violated without refund of the rental fee.
- Many Cities do not allow alcohol consumption in outdoor park shelters.
- Ramsey County requires beer and wine permits for use in their parks. These are offered at no additional cost.
- No kegs or glass bottles allowed.
- No person shall transport, possess, offer for sale or be under the influence of intoxicating beverages at any City park site except with a special City Council permit. Liquor liability insurance may be required.

PARK & RECREATION FEES

Canoe Storage Rental (Seasonal)		2020
	Resident	\$50.00
	Non-Resident	\$75.00

Park Building Rental (Casey Lake)		2020
Weekday (Monday-Thursday) Per Day	Resident	\$125.00
Weekend (Friday-Sunday) Per Day	Resident	\$200.00
Weekday (Monday-Thursday) Per Day	Non-Resident	\$175.00
Weekend (Friday-Sunday) Per Day	Non-Resident	\$300.00

Weekday Meeting Rentals (Non-Profit) Per Hour	Resident	\$25.00
Weekday Meeting Rentals (Non-Profit) Per Hour	Non-Resident	\$40.00
Wedding Rate Per Day	Resident	\$400.00
	Non-Resident	\$500.00

* Rates based on Park Reservation Policy.

Park Building Rental (Hause)		2020
Per Day	Resident	\$100.00
Per Day	Non-Resident	\$150.00

* Rates based on Park Reservation Policy.

Open-Air Park Shelters (Northwood, Silver Lake, Hause & Colby Hills)		2020
Per Day	Resident	\$45.00
Per Day	Non-Resident	\$55.00

* Rates based on Park Reservation Policy.

Open-Air Park Shelters (Casey Lake Park Booya Patio & Tower)		2020
Per Day	Resident	No Charge
Per Day	Non-Resident	No Charge

* Rates based on Park Reservation Policy. Booya patio and Tower shelter are first-come, first-served.

Ballfield Rental		2020
Field Reservation	Per Field, Per Day	\$75.00
Additional Field Prep	Per Field Prep	\$25.00
	Per Field, Per Day	\$75.00
Softball Tournament	Per Field, Per Day	\$125.00
	Per Field, Per Night	\$72.00

Recreational Programming		2019
	Per Program	Varies



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PARK RENTAL POLICY

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PURPOSE & DESCRIPTION OF PARK POLICY

The City of North St. Paul ~~currently~~ has two enclosed facilities and four open-air shelters available for rent by the public. Requests are on a first-come, first-served basis.

Park facilities are available to North St. Paul residents and non-residents at minimum cost. This policy provides guidelines for City staff and those who utilize the park facilities.

FACILITIES AVAILABLE FOR RENT

ENCLOSED FACILITIES

Casey Lake ~~Shelter Building~~
Hause Park ~~Shelter Building~~

OPEN-AIR FACILITIES

Colby Hills
Silver Lake
Northwood

FACILITY USAGE SPECIFICATIONS

Rental Requests: Any person or group wishing to reserve a North St. Paul park facility must ~~submit a completed complete a~~ rental application online at northstpaul.org and with pay the appropriate fee and damage deposit to the City of North St. Paul. Payments can be made online, or payment may be made by cash or check at the North St. Paul City Hall located at , 2400 Margaret Street, North St. Paul, MN 55109., ~~specifying the facility to be used and the date(s).~~ Requests for reservations will be accepted on a first-come, first-served basis. The City shall have first priority for use for all governmental activities, including maintenance.

Rentals will be approved, denied, or revoked at the sole discretion of the City Manager. The City will not deny or revoke rental on the basis of race, color, creed, religion, national origin, disability, sex, sexual orientation, or status with regard to public assistance. The City will not deny or revoke rental on the basis of content or viewpoint, except to the extent allowed by law. The City may deny or revoke rental on any other reasonable basis, including, but not limited to, previous rental by the same group or individual which resulted in damage, disruptive behavior, or violation of law. Approving a rental is not an endorsement by the City of that individual's or group's views.

City residents shall have first priority to rent facilities. Resident registration will start on December 1 at 8 a.m. for the following year; non-resident registration will begin a month later on January 2 at 8:00 a.m. If the first day of registration falls on a day City Offices are closed, registration will start the next business day. (This can be coded into our new reservation system if this is something the City wants to maintain.)

Only one reservation will be accepted each day for each facility.

Reservations are only for park hours 7 a.m. – 11 p.m. Per City Ordinance alcohol shall not be consumed after 9:00 p.m.

Deposits: Damage deposits are due at the time of application. And must be paid with your reservation and will be cashed upon receipt. Upon the return of the key and inspection of the building the damage deposit will be refunded within 3 weeks. All refunds from the City of North St. Paul are paid by a check made payable to the applicant on the reservation. Make checks payable to the City of North St. Paul.

Tents: Only 10' X 10' pop-up tents are allowed. Maximum number of tents: 2 per reservation. Reservations may use sand bags to secure the tents, staking tents into the ground is not allowed.

Inflatables/Moon Bounces: Unless it is a City sponsored event, inflatables/moon bounces are not allowed.

Food Trucks and Food Vendors: Up to two food trucks are allowed per reservation. All food vendors and food trucks must have a current ~~city~~ City food license on file. A list of current vendors is available from the Community Development Department. At Casey Lake Park, food trucks may be parked on the sidewalk in between the Shelter and Booya buildings and in the motorcycle parking space with the serving window facing the sidewalk only. At Hause Park, food trucks may be parked on the street. The approved locations to park food trucks are: on the sidewalk in between the Shelter and Booya buildings and in the motorcycle parking space, with the serving window facing the sidewalk. Food trucks must not block access to buildings.

Facility Tours: Only one facility tour is allowed per reservation.

Enclosed Shelter Reservation Occupancy:

Hause Park 49 people
Casey Lake Shelter 215 people

Video Surveillance: The premise is under video surveillance. Compliance with rental terms may be enforced through review of video surveillance.

Keys: Building keys/~~building codes for the Hause Park Building~~ must be picked up from City Hall, Monday through Friday, 8 AM- 4:30 PM, and no more than 2 days prior to

your scheduled event. Keys must be returned to City Hall or its afterhours drop boxes the next day. Keycodes for the Casey Lake Building will be posted in the applicant's online Park & Recreation account.

Special Events: Sale of alcohol or special events that are open to the public will require a special event permit and corresponding insurance and may require a temporary liquor license if eligible.

Fee Waiver: No fees shall be waived for any group except for City-sanctioned or City-sponsored events.

Decorating Information: All decorations must be put up and taken down without damaging walls, woodwork, floors, ceilings, or blinds. Nails, tape, tacks, staples, 3M command strips and screws are prohibited. Do not hang decorations from the sprinkler heads. White mounting putty is permissible but must be completely removed after use. With the exception of food warmers (sternos) no open flame devices are allowed, which includes candles, hurricane lamps, lanterns, etc. Dance wax or any other types of dancing compounds are not allowed. The renter must remove decorations immediately following the event.

Set Up, Clean Up & Damage: The renter is required to leave all tables, chairs in place *(do not stack or Rack tables & chairs)* and remove personal equipment. Renter is responsible for cleaning the kitchen and all areas utilized, including wiping off tables & chairs, sweeping, taking care of spills, spot mopping floors, placing garbage and recyclables in appropriate bins and removing all decorations, personal equipment, etc. The facility is expected to be left in the same condition the renter found it. The renter will be held responsible and billed for any unnecessary clean-up, losses or damages above and beyond your deposit as well as be subject to loss of rental privileges. The City of North St. Paul is not responsible for any equipment or other items left at Park Facilities at any time. Place all trash and recycling receptacles near the main entrance.

Smoking/Tobacco: Smoking, e-cigarettes and the use of tobacco products is strictly prohibited in North St. Paul Parks and in all park facilities.

Police Security: Reservations with 150+ persons in attendance that plan to consume alcohol must reserve the facility at least six weeks in advance of their reservation and will be required to hire an off-duty North St. Paul Police Officer or Reserve Officer at the OT Patrol Officer rate as listed in the fee schedule at a three-hour minimum. The City in its discretion may waive the police presence requirement based on review of applicant submittal.

Refunds and Cancellations: If the applicant cancels their rental within 13 days from the date of their reservation, they will forfeit their rental fees.-All cancelled reservations are subject to a \$25 administrative fee for cancellations. Weather related refunds are only issued when North St. Paul schools, places of worship, and/or local businesses are closed by snow, ice or other severe weather conditions for the entire day or at the

discretion of the City Manager. Weather related closures can be found on WCCO, KARE11, KSTP, and KMSP Fox 9.

Animals: Pets are not allowed in enclosed park shelters; service dogs are welcome.

Colby Hills and Northwood: Colby Hills and Northwood Parks do not have restrooms onsite; renters will be responsible for providing their own port-a-potty from a licensed vendor.

Casey Lake: Both the outdoor patio and indoor space will be included in the reservation. If outdoor patio space is not being used by the reservation, the public is not prohibited from utilizing the outdoor space. The Booya covered patio will be left open for residents to use on a first come first serve basis. The shelter restrooms will be available to the public during park hours.

RENTAL FEES

CASEY LAKE SHELTER FEES

Weekend Reservations Friday / Saturday / Sunday and Holidays:

\$200.00 Residents + \$300.00 (no alcohol) / \$600 (with alcohol) deposit
\$300.00 Non-Residents + \$300.00 (no alcohol) / \$600 (with alcohol) Alcohol fee/deposit not on current fee schedule

Weekday Reservations Monday – Thursday:

\$125.00 Residents + \$300.00 (no alcohol) / \$600 (with alcohol) deposit
\$175.00 Non-Residents + \$300.00 (no alcohol) / \$600 (with alcohol) deposit
Alcohol fee/deposit not on current fee schedule

Weekday Meeting Rentals: (non-profit group meetings, not special events or parties)

\$25.00 per hour / North St. Paul Non-Profit Organizations + \$300.00 (no alcohol) / \$600 (with alcohol) deposit Alcohol fee/deposit not on current fee schedule
\$40.00 per hour / Non-resident Non-Profit Organizations + \$300.00 (no alcohol) / \$600 (with alcohol) deposit Alcohol fee/deposit not on current fee schedule

Weddings Sunday – Saturday (new fee category)

\$400 Residents + \$300.00 (no alcohol) / \$600 (with alcohol) deposit
\$500 Non-Residents + \$300.00 (no alcohol) / \$600 (with alcohol) deposit Alcohol fee/deposit not on current fee schedule

HAUSE SHELTER FEES

Rental of the enclosed Hause Park Shelter includes the open aired shelter.

Full Day Rental – Resident

\$100.00 + \$150.00 (no alcohol) / \$300 (with alcohol) deposit

Full Day Rental – Non-Resident

\$150.00 + \$150.00 (no alcohol) / \$300 (with alcohol) deposit [Alchol fee/deposit not on current fee schedule](#)

OPEN AIRED SHELTER FEES

Full Day Rental – Resident

\$45.00 + \$50.00 deposit

Full Day Rental – Non-Resident

\$55.00 + \$50.00 deposit

Fees and rental specifications will be periodically reviewed by the Parks and Recreation Commission and staff to ensure the policy is adequately meeting the needs of the community and City.



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~~APPENDIX A~~
~~RENTAL APPLICATION~~

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**To**

Honorable Mayor Furlong and City Council

Date

July 20, 2021

Agenda Placement # IV.C

Topic(s)

Subject

Preliminary Discussion and Review of CIP Infrastructure Project Areas

Background/Facts

Engineering, Public Works, and Finance staff have completed a preliminary analysis and potential recommended areas within North St. Paul for future project areas with planning-level preliminary cost estimates for budgeting and planning discussion by City Council. Staff will review the material with City Council and refine it through the ongoing budgeting and CIP preparation process with Council feedback for future CIP adoption later in the year.

Recommendation:

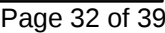
No action is necessary. Council discussion and feedback only.

Attachments

1. CIP_2022_2029_DRAFT20210715
2. 2027, 2029 from Current CIP
3. NSP DRAFT CIP Calculations_2021
4. 2019_PCI_Rating

Respectfully submitted,
Morgan Dawley, City Engineer
Ron Ritchie, Public Works Supervisor
Kyle Stasica, Accountant

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Street Reconstruction Plan

~~2020 thru 2024~~

City of North St. Paul, Minnesota



Project Name: 2027 TBD ~~2022 Street and Utility Improvement Project~~

Type	Improvement	Department	Streets
Useful Life	20 Years	Contact	Public Works
Category	Street Construction	Priority	1 Critical
Status	Active	Est. Cost	\$5,772,000



Description

Buhl Ave, Gerald Ave, and Shawnee Dr located in the Casey Lake area of North St. Paul are proposed to be fully reconstructed in 2022. These streets will be fully reconstructed including replacement of the road section, new curb & gutter, replacement or rehabilitation of the sanitary sewer and watermain, and improvements to the existing storm sewer system. A new watermain loop from Shawnee Dr to Buhl Ave is proposed to improve drinking water quality and flow. As part of this project, the trunk storm system along Shawnee Dr will also be upgraded to increase capacity as identified in the city flood assessment study. A sidewalk located along Gerald Ave will be extended along Shawnee Dr to provide a walking connection from the residential neighborhood to Casey Lake Park.

Justification

These streets were constructed in the early 1970's and are showing signs of severe distress. Curb and gutter in the area is beginning to fail and needs replacement. Watermain breaks have occurred in several locations within the project area and televising has shown that the sanitary sewer is in need of rehabilitation and spot repairs. The storm sewer in this area is undersized according to standards and is in need of improvements. A flood control assessment was performed for the city, and Casey Lake area was identified as a location to install additional storm sewer to reduce flooding issues in other parts of the city.

This project contains approximately 0.7 miles of streets

Financial Summary

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance	\$ -	\$ -	\$ 5,522,000	\$ 250,000		\$ 5,772,000
Total	\$ -	\$ -	\$ 5,522,000	\$ 250,000	\$ -	\$ 5,772,000
Funding Sources	2020	2021	2022	2023	2024	Total
Water	-	-	932,000	-	-	932,000
Waste Water	-	-	667,000	-	-	667,000
Surface Water	-	-	2,140,000	-	-	2,140,000
Streets	-	-	2,033,000	-	-	2,033,000
Bonds GO Reconstruction	\$ -	\$ -	\$ 5,772,000	\$ -	\$ -	\$ 5,772,000
Total	\$ -	\$ -	\$ 5,772,000	\$ -	\$ -	\$ 5,772,000

Budgetary Considerations

Bonds presumed to be paid back over 15 years. Street portion will be financed by City levy; utilities will be financed by user charges for respective services.

Street Reconstruction Plan

~~2020 thru 2024~~

City of North St. Paul, Minnesota



Project Name: 2029 TBD 2024 Street and Utility Improvement Project

Type	Improvement	Department	Streets
Useful Life	20 Years	Contact	Public Works
Category	Street Construction	Priority	1 Critical
Status	Active	Est. Cost	\$4,927,000



Description

Chisholm Ave, Mesabi Ave, and the northern part of Gerald Ave in the Casey Lake area of North St. Paul are proposed to be fully reconstructed in 2024. These streets will be fully reconstructed including replacement of the road section, new curb & gutter, replacement or rehabilitation of the sanitary sewer and watermain, and improvements to the existing storm sewer system.

Justification

These streets were constructed in the early 1970's and are showing signs of severe distress. Curb and gutter in the area is beginning to fail and needs replacement. Watermain breaks have occurred in several locations within the project area and televising has shown that the sanitary sewer is in need of rehabilitation and spot repairs. There are several existing storm sewer outlets located in the back yards of Chisholm Ave and Buhl Ave, which will need to be replaced or relocated to another location.

This project contains approximately 0.7 miles of streets.

Financial Summary

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance	\$ -	\$ -	\$ -	\$ -	\$ 4,927,000	\$ 4,927,000
Total	\$ -	\$ -	\$ -	\$ -	\$ 4,927,000	\$ 4,927,000
Funding Sources	2020	2021	2022	2023	2024	Total
Water	-	-	-	-	1,079,000	1,079,000
Waste Water	-	-	-	-	1,036,000	1,036,000
Surface Water	-	-	-	-	453,000	453,000
Streets	-	-	-	-	2,359,000	2,359,000
Bonds GO Reconstruction	\$ -	\$ -	\$ -	\$ -	\$ 4,927,000	\$ 4,927,000
Total	\$ -	\$ -	\$ -	\$ -	\$ 4,927,000	\$ 4,927,000

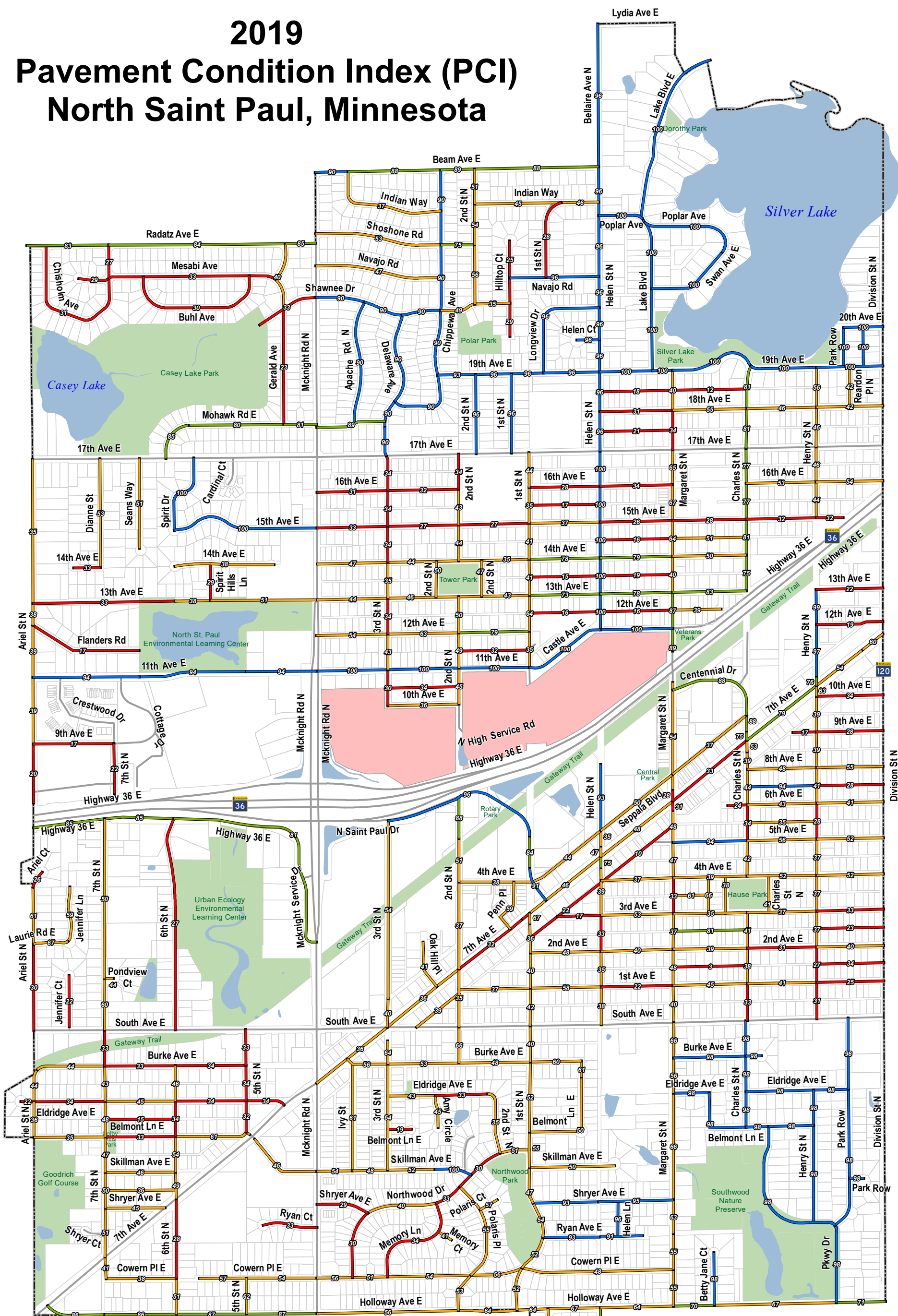
Budgetary Considerations

Bonds presumed to be paid back over 15 years. Street portion will be financed by City levy; utilities will be financed by user charges for respective services.

		Total Cost Breakdown				
Potential Project Area	General Area	Total Cost	Streets	Sanitary	Water	Storm
Area 1 - 2023	7th Avenue E (Concrete Pavement)	\$ 2,655,000.00	\$ 1,961,000.00	\$ -	\$ 241,000.00	\$ 453,000.00
	Helen Street (Concrete Pavement)	\$ 918,000.00	\$ 533,000.00	\$ 151,000.00	\$ 58,000.00	\$ 176,000.00
	4th Avenue	\$ 1,206,000.00	\$ 528,000.00	\$ 160,000.00	\$ 168,000.00	\$ 350,000.00
	Alley (4th Ave to 5th Ave)	\$ 243,000.00	\$ 243,000.00	\$ -	\$ -	\$ -
	Margaret Street	\$ 485,000.00	\$ 266,000.00	\$ -	\$ 54,000.00	\$ 165,000.00
	Parking Lot Reconstruction	\$ 1,008,000.00	\$ 1,008,000.00	\$ -	\$ -	\$ -
	10th Avenue E	\$ 413,000.00	\$ 413,000.00	\$ -	\$ -	\$ -
	Additional Watermain Work (10th Ave E)	\$ 162,000.00	\$ -	\$ -	\$ 162,000.00	\$ -
	Additional Sanitary Work (10th Ave E, 2nd St N, N High Service Rd, 7th Ave Alley, 4th Ave, 6th Ave)	\$ 876,000.00	\$ -	\$ 876,000.00	\$ -	\$ -
	Area Total	\$ 7,966,000.00	\$ 4,952,000.00	\$ 1,187,000.00	\$ 683,000.00	\$ 1,144,000.00
Area 2 - 2025	7th Avenue (Concrete Pavement)	\$ 2,330,000.00	\$ 1,377,000.00	\$ -	\$ 190,000.00	\$ 763,000.00
	7th Avenue (Bituminous Pavement)	\$ 2,842,000.00	\$ 2,304,000.00	\$ -	\$ 230,000.00	\$ 308,000.00
	Margaret Street (Concrete Pavement)	\$ 658,000.00	\$ 397,000.00	\$ -	\$ 57,000.00	\$ 204,000.00
	Margaret Street (Bituminous Pavement)	\$ 5,063,000.00	\$ 2,930,000.00	\$ 530,000.00	\$ 550,000.00	\$ 1,053,000.00
	Area Total	\$ 10,893,000.00	\$ 7,008,000.00	\$ 530,000.00	\$ 1,027,000.00	\$ 2,328,000.00
Area 3 - 2027	Buhl Avenue, Gerald Avenue, Shawnee Drive	\$ 5,772,000.00	\$ 2,033,000.00	\$ 667,000.00	\$ 932,000.00	\$ 2,140,000.00
Area 4 - 2029	Chisholm Avenue, Mesabi Avenue, Gerald Avenue	\$ 4,927,000.00	\$ 2,359,000.00	\$ 1,036,000.00	\$ 1,079,000.00	\$ 453,000.00
Reclamation Project (w/ Maplewood) - 2022	Ariel Street N (50% of Area, cost shared)	\$ 438,000.00	\$ 303,000.00	\$ -	\$ 135,000.00	\$ -
Maplewood Watermain	McKnight Rd (Beam to CR D) - County to overlay in 2023	\$ 440,000.00			\$ 440,000.00	
Maintenance Overlay Tier 1	13th Ave E	\$ 150,528.00	\$ 150,528.00	\$ -	\$ -	\$ -
	Spirit Hills Lane	\$ 15,697.50	\$ 15,697.50	\$ -	\$ -	\$ -
	14th Ave E	\$ 53,697.00	\$ 53,697.00	\$ -	\$ -	\$ -
	Flanders Road	\$ 55,954.50	\$ 55,954.50	\$ -	\$ -	\$ -
	Oakhill Place	\$ 27,268.50	\$ 27,268.50	\$ -	\$ -	\$ -
	Charles Street N	\$ 79,254.00	\$ 79,254.00	\$ -	\$ -	\$ -
	Eldridge Ave E	\$ 48,625.50	\$ 48,625.50	\$ -	\$ -	\$ -
	2nd Street N	\$ 28,045.50	\$ 28,045.50	\$ -	\$ -	\$ -
	Amy Circle	\$ 20,401.50	\$ 20,401.50	\$ -	\$ -	\$ -
	Shryer Ave E	\$ 23,152.50	\$ 23,152.50	\$ -	\$ -	\$ -

Maintenance Overlay Tier 2	2nd Street N	\$ 35,553.00	\$ 35,553.00	\$ -	\$ -	\$ -
	16th Ave E	\$ 32,161.50	\$ 32,161.50	\$ -	\$ -	\$ -
	15th Ave E	\$ 32,161.50	\$ 32,161.50	\$ -	\$ -	\$ -
	15th Ave E (around Helen)	\$ 157,111.50	\$ 157,111.50	\$ -	\$ -	\$ -
	13th Ave E	\$ 43,995.00	\$ 43,995.00	\$ -	\$ -	\$ -
	7th Street N	\$ 29,074.50	\$ 29,074.50	\$ -	\$ -	\$ -
	Ariel Steet (50% of Area)	\$ 33,316.50	\$ 33,316.50	\$ -	\$ -	\$ -
	Ariel Ct	\$ 13,209.00	\$ 13,209.00	\$ -	\$ -	\$ -
	1st Street N	\$ 17,934.00	\$ 17,934.00	\$ -	\$ -	\$ -
	Burke Avenue E	\$ 22,900.50	\$ 22,900.50	\$ -	\$ -	\$ -
	Belmont Lane	\$ 57,624.00	\$ 57,624.00	\$ -	\$ -	\$ -
	Skillman Ave E	\$ 41,674.50	\$ 41,674.50	\$ -	\$ -	\$ -
	Margaret Street N	\$ 180,852.00	\$ 180,852.00	\$ -	\$ -	\$ -

2019 Pavement Condition Index (PCI) North Saint Paul, Minnesota



Category	Pavement Condition Index (PCI)	Recommended Strategy
Excellent	90 - 100	Minimal Maintenance
Good	70 - 89	Routine Maintenance
Fair	35 - 69	Repair
Poor	0 - 34	Reconstruction



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0 500 1,000
Feet





To

Honorable Mayor Furlong and City Council

Date

July 20, 2021

Agenda Placement # IV.D

Topic(s)

Subject

Discussion on Hiring of City Manager

Background/Facts

Recommendation:

Attachments

None

Respectfully submitted,
Brian Frandle, Interim City Manager

**To**

Honorable Mayor Furlong and City Council

Date

July 20, 2021

Agenda Placement # IV.E

Topic(s)

Subject

Informational Police Department Staffing Update

Background/Facts

- The Police Department is currently down 1 FTE patrol officer and 2 officers have been out for a period of time due to injuries on the job. Due to the strain on the department we are looking at ways to supplement our PD staff to ensure adequate safety to the department and our community.
- Overtime for Patrol Officers/Sergeants/Chief is currently at \$58,964.00 with budgeted amount for 2021 of \$60,000.
- Currently our Department has had conversation with Ramsey County Sheriff's Office Director Stephan Lydon regarding negotiations of a flexible patrol assistance contract with the Ramsey County Sheriff's Office to implement 2 Deputies into the NSPPD Patrol Schedule to adequately bring staffing levels to a manageable measure. RCSO will be contacting Chief Rozales to further discuss the option of their assistance, if they can in fact assist in additional patrol services. Once Chief Rozales learns more he will advise Interim City Manager Frandle of the results and forward to City Council if the option is available.

Recommendation:**Attachments**

None

Respectfully submitted,
Raymond Rozales III, Acting Chief