



**City of Lake St. Croix Beach**  
City Hall  
16455 20<sup>th</sup> Street South  
Lake St Croix Beach, MN 55043

May 20, 2019

## 6:00 PM CITY COUNCIL MEETING AGENDA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. APPROVE AGENDA
4. CONSENT AGENDA Roll Call Vote. (*Consent Agenda items, listed are defined as routine business, not requiring discussion and approved by a roll call vote. Councilmembers may elect to pull a Consent Agenda item(s) for discussion and/or separate action*)
  - A. Minutes of the City Council – April 15, 2019

### 5. OPEN COMMENTS FROM THE PUBLIC

Visitors may share their comments or concerns on any issue that is a responsibility or function of the City Council of Lake St. Croix Beach, not an issue as listed on this agenda. Persons who wish to address the City Council must fill out a comment card before the meeting begins and give it to the City Clerk or City staff. The mayor will ask you to come to the podium, state your name and address, and present your comments. Your presentation will be limited to no more than 3 minutes. The mayor reserves the right to limit an individual's presentation if it becomes redundant, repetitive, overly argumentative, or if it is not relevant to an issue that is part of the City Council's responsibilities. The mayor may also limit the number of individual presentations.

### PUBLIC COMMENTS (Agenda Items)

Visitors may share their comments or concerns on any agenda item listed that is a responsibility or function of the City Council of Lake St. Croix Beach. Persons who wish to address the City Council must fill out a comment card before the meeting begins and give it to the City Clerk or City staff. The mayor will ask you to come to the podium, state your name and address, and present your comments. Your presentation will be limited to no more than 3 minutes. The mayor reserves the right to limit an individual's presentation if it becomes redundant, repetitive, overly argumentative, or if it is not relevant to an issue that is part of the City Council's responsibilities. The mayor may also limit the number of individual presentations.

Phone: 651-436-7031

Fax: 651-436-8310

e-mail: [lschb@comcast.net](mailto:lschb@comcast.net)

6. **PUBLIC SAFETY REPORTS**

- A. Law Enforcement
- B. Emergency Response and Fire
- C. Animal Control

7. **EMERALD ASH BORER – Presentation**

Jonathan Osthus | Research Scientist  
Pest Detection & Export Certification Unit - Plant Protection Division  
Minnesota Department of Agriculture

8. **CITY HALL RAIN GARDEN DESIGN - Erica Hoagland**

- A. Request for up to \$1000 for plants.

Possible motion to request up to \$1,000 for the purchase of plants as suggested by the Environmental Advisory Commission for the landscape at City Hall.

9. **CITY STAFF REPORTS**

- A. City Deputy Treasurer Tom Niedzwiecki –

- 1. April Financial Report and Approval of Claims
- 2. Lease Agreement – US Bank/Frontier Ag and Turf (Gator)

*(NOT IN PACKET)*

- B. City Engineer Parotti –

- C. City Attorney Sandstrom –

- D. City Clerk - Administrator Engstrom

- 1. Update on Housing Maintenance Ordinance -
- 2. Flood follow up meeting with FEMA
- 3. Payment for Flood Work – Floodplain Advisory Commission recommendation

- E. Deputy Clerk –

- 1. Clean-Up Day Report
- 2. Parks Commission Recommendations
- 3. Playground Equipment Installation
- 4. Vets Memorial

- F. Building Permit Activity

10. **COUNCIL REPORTS**

Councilmember Armstrong  
Councilmember Bluesky  
Councilmember Bulera – Children’s Tattoo purchase for Afton/Lakeland Carnival  
Councilmember Ludwig  
Mayor McCarthy

11. **Adjourn**

Phone: 651-436-7031

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CITY OF LAKE ST. CROIX BEACH  
16455 20<sup>TH</sup> STREET SOUTH  
WASHINGTON COUNTY, MINNESOTA

REGULAR MEETING  
MINUTES  
APRIL 15, 2019

6:00 PM

MEMBERS PRESENT: Tom McCarthy, JP Armstrong, Pete Ludwig, Noah Bluesky and Dawn Bulera

MEMBERS ABSENT:

STAFF PRESENT: Dave Engstrom, Kathy Laur, City Treasurer Tom Niedzwiecki, Attorney Kevin Sandstrom, City Engineer John Parotti

STAFF ABSENT:

OTHERS PRESENT: Chris Smith, Georgia Schellhaus, Mary Paul, Cindie Reiter, Patrice Nerad and Dustin.

1. CALL TO ORDER: Mayor McCarthy called the meeting to order at 6:00 pm.

2. PLEDGE OF ALLEGIANCE

3. APPROVE AGENDA

Mayor McCarthy made a motion to approve the agenda, seconded by Councilmember Pete Ludwig. Motion passed 5-0.

4. CONSENT AGENDA

A. Approved Minutes of the City Council Meeting on March 18, 2019.

Mayor McCarthy made a motion to approve the consent agenda, seconded by Councilmember Bluesky. Motion passed 5-0.

5. PUBLIC SAFETY REPORTS

- A. Law Enforcement – Twenty calls to the Washington County Sheriff's Department from LSCB
- B. Emergency Response and Fire – Four calls were made to the Fire Department
- C. Animal Control – Four dogs lost, 1 found

CITY STAFF REPORTS

- City Treasurer, Tom Niedzwiecki

(14)  
Consent

- a. March Financial Report and Approval of Claims – We are tracking funds regarding the flood. It will be charged to the long-term improvement fund. Some items may not qualify for FEMA reimbursement.

**Councilmember Armstrong made a motion to approve check numbers 17983 and 18332 to 18362. Direct deposits/auto pays 201904001 to 201904027 for a total of \$59,116.30, seconded by Councilmember Ludwig. Motion passed 5-0.**

- Lease Agreement – US Bank/Frontier Ag and Turf (Gator) – We have a budget of \$4,000 to cover lease payments for a new Gator.

**Mayor McCarthy made a motion to approve Resolution 2019-05 approving and authorizing the procurement of the 2019 John Deere Gator vehicle utilizing Tax Exempt Lease Financing from US Bancorp Government Leasing and Finance, seconded by Councilmember Ludwig. Motion passed 5-0.**

- Extension of Deputy Treasurer Contract – Will keep Tom on until new Treasurer is up to speed on LSCB treasurer duties.

**Councilmember Bluesky made a motion to approve the Deputy Treasurer agreement contract to begin April 16, 2019 to April 16, 2020, seconded by Mayor McCarthy. Motion passed 5-0.**

- New Treasurer Contract

**Councilmember Bluesky made a motion to approve the new treasurer contract with Mary Paul of River Bluff Accounting, seconded by Mayor McCarthy. Motion passes 5-0.**

- City Engineer Parotti –
  - a. Road restrictions went on this year on March 15. Anticipate road restrictions being lifted the beginning of May.
  - b. 2018 Street project – late start last fall still work to do this year. Plant is not up and running yet. They anticipate opening the first week of May. Contractor will be driving the city to see how everything held up over the winter.
  - c. Weather Service is backing down on predictions of how much rain we are expected to get. Threat of flooding is minimized.
- City Attorney Sandstrom –Housing Maintenance Ordinance
  - a. The ordinance went through Planning Commission at the end of 2018, to be passed on to City Council. The Council made some changes, those changes went on to the city attorney, the attorney refined the ordinance. The Council approved the ordinance to go back to the Planning Commission for a public hearing.

**Councilmember Bluesky made a motion to approve the Ordinance be sent it back to the Planning Commission for further review and public hearing, seconded by Mayor McCarthy. Motion passed 5-0.**

- City Clerk – Engstrom
  - a. Youth Service Bureau – A number of cities contribute to the Youth Service Bureau. The last time we gave was 2015 and we donated \$200. There are two ways cities contribute 1) via contract or 2) one-time contribution. Money would come from Charitable Gaming Fund.

**Councilmember Armstrong made a motion to take \$750 from the Charitable Gaming Fund to make a one-time donation to the Youth Service Bureau, seconded by Mayor McCarthy. Motion passed 5-0.**

- b. Flood follow up on streets – The city needs to get a good list together in order to get reimbursement from FEMA for the streets that were damaged by the flooding.

**Councilmember Armstrong made a motion to approve payment, seconded by Mayor McCarthy. Motion passes 5-0.**

- c. Payment for Flood Work – Mayor McCarthy has been doing a lot of work himself with regard to the flood and City Clerk Engstrom would like to see the mayor get reimbursed for his work. The topic was tabled and will be brought back to the May council meeting.

- Deputy Clerk – Laur

- a. Clean-up Day – Lakeland has invited us to partner with them and Lakeland Shores on a clean-up day scheduled for May 4. The EAC also pitched a May 18, date for a clean-up day with St. Mary’s Point. No costs have been brought forward by the EAC.

**Councilmember Armstrong made a motion to partner with the City of Lakeland and Lakeland Shores for Spring Clean-up Day on May 4, seconded by Mayor McCarthy. Motion passed 5-0.**

- b. Codification Update – The codification of the city ordinances is really close to being sent back to American Legal. Once American Legal gets it back to us, a public hearing will be scheduled. Once it’s approved it will be put up on the city’s website.

- Building Permit – Nothing to report

## **6. OPEN COMMENTS FROM THE PUBLIC**

- a. Chris Smith, 1721 Ramada Ave. South – Stated he’s been keeping an eye out for Emerald Ash Borer and it has arrived in LSCB. Chris is an assistant tree inspector for the city. An entomologist was sent out to inspect the trees.

## **PUBLIC COMMENTS (Agenda Items)**

Council would like to move public comments back to the beginning of the meeting.

## **7. COUNCIL/STAFF REPORTS**

Councilmember Armstrong – Asked the question what is the back up for Vimeo (the site the city uses to upload and post its meeting video)? Lakeland’s videographer used our city logo on the Lakeland website by mistake and it was taken down.

Councilmember Ludwig – Nothing to report

Councilmember Bluesky – Someone from Washington County came in and talked about the library and how long the library would be closed during the remodel. The library will only be shut down for a week.

Councilmember Bulera – EAC is concerned about the city’s roads and think that the recycling carts should be on one side of the street during pickup. Secretary of EAC Erica Hoaglund, has come up with some great native plants for the landscape design around City Hall. EAC is trying to get an allocation of funds for the planting.

Mayor McCarthy – Utility Pole Relocation on Riviera levee.

- Five poles have street lights. One of those has electrical wiring attached to a resident’s home. That pole needs to be taken care of first. The other poles must be removed from the levee per instruction from the Corp. of Army Engineers.

**Mayor McCarthy made a motion to approve up to \$2,000 for the removal of the electrical from the pole to Jerry Griffin’s house, seconded by Councilmember Armstrong. Motion passed 5-0.**

- The Yellow Ribbon Alliance came out to restore water to a home where the pipes were frozen. The two gentlemen living in the home are veterans.
- Condolences to the Paul Vielhaber family. Paul was a long-time resident of LSCB and passed on April 6.

## **8. ADJOURN**

**Mayor McCarthy made a motion to adjourn the meeting at 8:12pm, seconded by Councilmember Armstrong. Motion passed 5-0**

The next regular City Council Meeting will be May 20, 2019.

Respectfully submitted by:

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Kathy Laur, Deputy City Clerk



LAKE SAINT CROIX BEACH

6A

4/3/2019 5:54:00 AM	WC19013285	1XXX Racine Ave S, LAKE SAINT CROIX BEACH	THEFT
4/4/2019 10:12:36 PM	WC19013547	1XXX Queens Ave S, LAKE SAINT CROIX BEACH	ALARM-BUSINESS/RES/FIRE/MEDICAL/ETC
4/7/2019 11:31:44 AM	WC19013915	1XXX Quant Ave S, LAKE SAINT CROIX BEACH	OFFICER INFORMATION
4/8/2019 12:11:59 PM	WC19014032	2XXX Quebec Ave S, LAKE SAINT CROIX BEACH	WELFARE CHECK
4/8/2019 6:12:03 PM	WC19014086	20th St S / Quasar Ave S, LAKE SAINT CROIX BEACH	911 ABANDONED/HANGUP/OPEN LINE
4/8/2019 6:12:05 PM	WC19014087	2XXX Saint Croix Trl S, LAKE SAINT CROIX BEACH	911 ABANDONED/HANGUP/OPEN LINE
4/8/2019 8:41:54 PM	WC19014102	1XXX Quarry Ave S, LAKE SAINT CROIX BEACH	MEDICAL
4/9/2019 1:52:07 PM	WC19014202	16XXX 19th St S, LAKE SAINT CROIX BEACH	MEDICAL
4/10/2019 3:07:37 PM	WC19014350	1XXX Quinlan Avenue Ct S, LAKE SAINT CROIX BEACH	RUNAWAY
4/11/2019 6:57:19 PM	WC19014516	1XXX Quinlan Ave S, LAKE SAINT CROIX BEACH	MEDICAL
4/13/2019 5:09:09 PM	WC19014764	16XXX 18th St S, LAKE SAINT CROIX BEACH	WELFARE CHECK
4/14/2019 12:17:05 AM	WC19014820	16XXX 18th St S, LAKE SAINT CROIX BEACH	MEDICAL
4/14/2019 3:40:23 PM	WC19014872	19th St S / Quarry Ave S, LAKE SAINT CROIX BEACH	ATV/OFF ROAD VEHICLE COMPLAINT
4/15/2019 12:12:06 AM	WC19014921	16XXX Upper 18th St S, LAKE SAINT CROIX BEACH	SUSPICIOUS PERSON/ACTIVITY
4/16/2019 9:50:27 AM	WC19015076	1XXX Quinlan Ave S, LAKE SAINT CROIX BEACH	CIVIL MATTER/DISPUTE
4/16/2019 4:06:02 PM	WC19015124	16XXX 18th St S, LAKE SAINT CROIX BEACH	HARASSMENT
4/18/2019 2:16:21 PM	WC19015415	16XXX 13th St S, LAKE SAINT CROIX BEACH	CITIZEN/PUBLIC ASSIST
4/21/2019 3:58:54 PM	WC19015882	1XXX Redwing Ave S, LAKE SAINT CROIX BEACH	ATV/OFF ROAD VEHICLE COMPLAINT
4/25/2019 8:02:12 PM	WC19016531	20th St S / Queens Ave S, LAKE SAINT CROIX BEACH	DISTURBANCE
4/26/2019 4:06:27 PM	WC19016707	1XXX Quinlan Cir S, LAKE SAINT CROIX BEACH	MENTAL HEALTH CRISIS/EVAL/ASSIST
4/27/2019 10:24:04 PM	WC19016929	2XXX Quello Ave S, LAKE SAINT CROIX BEACH	NOISE COMPLAINT/DISTURBANCE
4/28/2019 8:55:00 AM	WC19016988	1XXX Saint Croix Trl S, LAKE SAINT CROIX BEACH	ANIMAL COMPLAINT
4/29/2019 10:49:48 AM	WC19017107	1XXX Racine Ave S, LAKE SAINT CROIX BEACH	welfare check

# Citations for: Lake St. Croix Beach

4/1/2019 To 4/30/2019

6A

Agcy	Date	Citation Number	Badge	Officer Name	Citation Type	Block	Street Name	Str Sfx	Cross Street Name	Cross St Sfx	City	Literal Descrip
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For \$30.19

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# LOWER ST. CROIX VALLEY FIRE DEPARTMENT District Run Summary April 2019

<b>Total Number of Runs</b>	
April 2019	39

<b>Runs by District</b>	
<b>District</b>	<b>Number of Runs</b>
Afton	21
Lakeland	9
Lakeland Shores	1
Lake St. Croix Beach	6
St. Mary's Point	1
Richmond Township	1

<b>Mutual Aid Given</b>	
Richmond Township	1

<b>Mutual Aid Received</b>	
Lakeview EMS	1

<b>Incident Type Summary</b>				
<b>Type</b>	<b>Number of Runs</b>	<b>Canceled En Route</b>	<b>Unfounded</b>	<b>False Alarm</b>
Medical	27	3		1
Fire/Hazmat	5		1	
Duty only	7		1	2

<b>Number of Runs by Shift</b>		
<b>Shift A (Mon.-Fri. 6am-6pm)</b>	<b>Shift B (Mon.- Fri. 6pm-6am and Weekends)</b>	
22	17	

ANIMAL CONTROL REPORT  
 Humane Animal Control Service  
 Kathi Pelnar CVT, ACO  
 Wildlife - Domestic - Exotics

Month/Year April 2019  
 City Lake St. Croix Beach

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Date	Time	Caller	Location	Description of Animal	Collar / Tag	Dry Run	Overnight	Fee	Milage	Total
3/30/19	10:30am	<del>Chris Smith</del>	16460 Upper 21st St./13.8mi	called to pick up a confined A,?, Black, DSH/No one home when I arrived						-
				No cat found where caller said it would be, phone# given was no longer in						-
				service. I was not able to find any cat or person to ask	??	Yes	No	75	7.38	82.38
		Warning Sent:	2066 Quinlan Ave.S.	Barking & License						-
		2 Dogs Reported Lost	0 Pets Reported Found							-
										-
										-
										-
										-
										-
										-
Total								75.00	7.38	82.38

Date	Time	Caller	Location	Description of Animal	Collar / Tag	Dry Run	Overnight	Fee	Milage	Total
										-
										-
										-



6c

Dear City Administrator:

Attached you will find the impound billing summary and detail report for the 1st quarter of 2019. This bill reflects charges for animals impounded and fully processed at the Animal Humane Society, Woodbury location from 01/01/2019 to 03/31/2019. The invoice includes a total of all charges and credits related to each animal.

Please send all payments to:

Animal Humane Society  
Attn: Finance  
9785 Hudson Road  
Woodbury, MN 55125

Please contact me if you have any questions or concerns regarding your invoice. I can be reached at 763-432-4827 or [mgallagher@animalhumanesociety.org](mailto:mgallagher@animalhumanesociety.org).

Thank you!

Mara Gallagher  
Director of Finance  
Animal Humane Society

Buffalo ★ Coon Rapids ★ Golden Valley ★ St. Paul ★ Woodbury

Telephone 763 522 4325  
[www.animalhumanesociety.org](http://www.animalhumanesociety.org)

6C

# Contract Agency Invoice - Summary



**City of Lake St. Croix Beach**  
16455 20th Street S  
LAKELAND, MN 55043 USA

**Animal Humane Society**  
9785 Hudson Road  
SAINT PAUL, MN 55125 USA  
itsupport@animalhumanesociety.org  
http://www.animalhumanesociety.org

Tel: (651) 436-7031

Invoice #:	20381	Date From:	1/1/2019 1:00 AM	Puppy-Kitten Age:	Six Months
Create Date:	4/29/2019 2:49 PM	Date To:	4/1/2019 12:59 AM	RTO Fees:	With Animal
Submit Date:		Contract Agency:		Group By:	Age-Species
Close Date:		Invoice Status:	Pending		
Print Date:	4/29/2019 3:36 PM				

<u>Item Name</u>	<u>Qty @ Price</u>	<u>Subtotal</u>	<u>Discount</u>	<u>Reason</u>	<u>Tax1</u>	<u>Tax2</u>	<u>Item Total</u>
<b>Non-Animal Fees</b>							
No Charge - No Animals	1 @ \$0	\$0.00	\$0.00	0			

<b>Animal Summary</b>				
	<u>Return to Owner/Guardian</u>	<u>Other Outcomes</u>	<u>Active Animals</u>	<u>Total</u>
	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Fee Summary**

	<u>Subtotal</u>	<u>Discount</u>	<u>Tax 1</u>	<u>Tax 2</u>	<u>Total</u>
Total Charges	\$0.00	\$0.00			
Total Due	\$0.00	\$0.00			

QA

# City of Lake St. Croix Beach Financial Reports

*Meeting Date: May 20, 2019*

**A. Financial Snapshot: April 2019**

**B. Statement of Operations: April 2019**

**C. Claims to be Approved: April 16, 2019 through May 20, 2019**

**D. Flood & Erosion Control: YTD Detail of Accounts 42150 and 58044**



Submitted by Thomas H. Niedzwlecki, Deputy Treasurer

**City of Lake St Croix Beach  
Financial Snapshot  
April 2019**

Fund #	Fund Description	Balance 12/31/17	Balance 12/31/18	Balance 03/31/19	Revenue Apr-19	Expense Apr-19	Transfers Apr-19	Balance 04/30/19	Apr-19 Net Income	2019 Budgeted Transfers
101	General Fund	\$410,339.00	\$412,856.11	\$315,193.22	\$1,703.25	\$41,875.62		\$275,020.85	(\$40,172.37)	(\$172,731.00)
250	Charitable Gaming Fund	\$6,027.28	\$6,040.77	\$6,769.69	\$873.94	\$750.00		\$6,893.63	\$123.94	\$0.00
402	Street Improvement Fund	\$339,381.02	\$142,323.62	\$142,502.93	\$275.44			\$142,778.37	\$275.44	\$110,981.00
404	Pettitt Park Imp Fund	\$1,729.02	\$475.41	\$1,377.21	\$452.18			\$1,829.39	\$452.18	\$1,000.00
405	Playground Imp Fund	\$5,440.20	\$26,834.50	\$6,766.44	\$12.24			\$6,778.68	\$12.24	\$5,000.00
410	Bluffland Fund	\$67,004.90	\$70,575.54	\$67,251.54	\$124.83			\$67,376.37	\$124.83	\$3,000.00
415	Building & Land Fund	\$32,571.76	\$326.46	\$328.26	\$0.60			\$328.86	\$0.60	\$5,000.00
450	LT Improvement Fund	\$37,675.76	\$45,917.85	\$36,854.59	\$77.42	\$17,218.12		\$19,713.89	(\$17,140.70)	\$47,750.00
<b>Total Fund Balances</b>		<b>\$900,168.94</b>	<b>\$705,350.26</b>	<b>\$577,043.88</b>	<b>\$3,519.90</b>	<b>\$59,843.74</b>	<b>\$0.00</b>	<b>\$520,720.04</b>	<b>(\$56,323.84)</b>	<b>\$0.00</b>

**Significant Receipts:**  
None

**Significant Expenses:**  
101 & 450 42150 & 58044 \$13,020 Flood Related  
101 42105 \$15,638 2nd Qtr Fire & AMB  
450 58023 \$1,795 2 Picnic Tables  
450 58032 \$2,301 Legal Fees Re: Codification

Detail of LT Improvement Fund	Balance 12/31/17	Balance 12/31/18	Revenue YTD 2019	Expense YTD 2019	Transfers YTD 2019	Balance 04/30/19	YTD 2019 Net Income	2019 Budgeted Transfers
36108 Interest Earnings	\$3.25	\$490.10	\$279.30		(\$500.00)	\$269.40	(\$220.70)	
58021 Water Main Repairs	\$10,000.00	\$20,000.00				\$20,000.00	\$0.00	\$10,000.00
58022 Vegetative Management	\$0.00	\$5,000.00		\$1,340.00		\$3,660.00	(\$1,340.00)	\$5,000.00
58023 Park Imp - General	\$1,500.00	\$1,375.00		\$1,795.74	\$500.00	\$79.26	(\$1,295.74)	\$1,000.00
58024 Vehicle Replacement	\$0.00	\$0.00				\$0.00	\$0.00	\$4,000.00
58025 Office Equipment	\$0.00	\$0.00				\$0.00	\$0.00	\$250.00
58026 City Hall Improvements	\$4,400.00	\$315.60				\$315.60	\$0.00	\$7,000.00
58027 Comprehensive Plan	\$2,972.51	(\$4,629.00)				(\$4,629.00)	\$0.00	\$4,000.00
58028 Snow & Ice Reserve	\$0.00	\$0.00				\$0.00	\$0.00	\$1,000.00
58029 Clean Up Day Reserve	\$0.00	\$0.00				\$0.00	\$0.00	\$8,000.00
58032 Codification	\$5,000.00	\$6,756.47		\$2,301.75		\$4,454.72	(\$2,301.75)	\$1,000.00
58033 Right of Way Maintenance	\$10,000.00	\$9,634.50		\$400.00		\$9,234.50	(\$400.00)	\$5,000.00
58034 Tree Program (Park Land)	\$3,800.00	\$6,975.18		\$3,061.06		\$3,914.12	(\$3,061.06)	\$500.00
58035 Audit & Legal Reserve	\$0.00	\$0.00		\$360.00		(\$360.00)	(\$360.00)	\$500.00
58036 MN UI Reserve	\$0.00	\$0.00				\$0.00	\$0.00	\$500.00
58044 2019 Flood	\$0.00	\$0.00		\$17,224.71		(\$17,224.71)	(\$17,224.71)	
	\$0.00	\$0.00				\$0.00	\$0.00	
<b>Total LT Imp Fund as Above</b>	<b>\$37,675.76</b>	<b>\$45,917.85</b>	<b>\$279.30</b>	<b>\$26,483.26</b>	<b>\$0.00</b>	<b>\$19,713.89</b>	<b>(\$26,203.96)</b>	<b>\$47,750.00</b>

**City of Lake St Croix Beach  
Statement of Operations  
April 2019**

Fund and Account Numbers/Description	2016 Full Year Actual	2017 Full Year Actual	2018 Full Year Actual	2019 Actual		2019 Annual Budget	YTD % Annual Budget	Remaining Budget
				Current Month	Year to Date			
<b>101 General Fund</b>								
<b>General Fund Revenue</b>								
<b>31000 General Prop Taxes</b>								
31100 Genl Prop Taxes - Curr Yr	469,976	440,210	440,310	0.00	0.00	446,740.00	0.0%	446,740
31101 Genl Prop Tax - Prior Yr	0	11,870	3,677	0.00	0.00	0.00		0
31200 Fiscal Disp Levy - Curr	0	63,102	71,733	0.00	0.00	75,628.00	0.0%	75,628
31201 Fiscal Disp Levy - Prior	0	383	0	0.00	0.00	0.00		0
<b>Total 31000 General Prop Taxes</b>	<b>469,976</b>	<b>515,564</b>	<b>515,720</b>	<b>0.00</b>	<b>0.00</b>	<b>522,368.00</b>	<b>0.0%</b>	<b>522,368</b>
<b>31300 Franchise Fees &amp; Taxes</b>								
31301 Cable Commission	9,399	12,927	10,088	0.00	14,202.37	13,000.00	109.2%	(1,202)
<b>Total 31300 Franchise Fees &amp; Taxes</b>	<b>9,399</b>	<b>12,927</b>	<b>10,088</b>	<b>0.00</b>	<b>14,202.37</b>	<b>13,000.00</b>	<b>109.2%</b>	<b>(1,202)</b>
31500 Assessments - Water	0	0	0	0.00	0.00	0.00		0
31700 Fire Stat Debt Levy	0	11,836	12,150	0.00	0.00	11,926.00	0.0%	11,926
31710 Fire Relief Assn Levy	0	0	0	0.00	0.00	0.00		0
<b>32000 Lic &amp; Permits</b>								
<b>32100 Bus Lic &amp; Permits</b>								
32110 Liquor & Cigarettes	1,592	1,512	1,524	0.00	0.00	1,510.00	0.0%	1,510
32120 Zoning - Business	272	542	1,255	0.00	230.00	500.00	46.0%	270
<b>Total 32100 Bus Lic &amp; Permits</b>	<b>1,864</b>	<b>2,054</b>	<b>2,779</b>	<b>0.00</b>	<b>230.00</b>	<b>2,010.00</b>	<b>11.4%</b>	<b>1,780</b>
<b>32200 Non-Bus Lic &amp; Permits</b>								
32210 Animal Lic & Fees	70	300	240	20.00	70.00	100.00	70.0%	30
32215 Bldg Permits	18,158	18,207	20,883	317.50	1,073.50	12,000.00	8.9%	10,927
32220 Zoning - Non-Bus	4,659	13	0	0.00	0.00	1,000.00	0.0%	1,000
<b>Total 32200 Non-Bus Lic &amp; Permits</b>	<b>22,886</b>	<b>18,520</b>	<b>21,123</b>	<b>337.50</b>	<b>1,143.50</b>	<b>13,100.00</b>	<b>8.7%</b>	<b>11,957</b>
<b>Total 32000 Lic &amp; Permits</b>	<b>24,750</b>	<b>20,574</b>	<b>23,902</b>	<b>337.50</b>	<b>1,373.50</b>	<b>15,110.00</b>	<b>9.1%</b>	<b>13,737</b>

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**City of Lake St Croix Beach  
Statement of Operations  
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Fund and Account Numbers/Description	2016 Full Year Actual	2017 Full Year Actual	2018 Full Year Actual	2019 Actual		2019 Annual Budget	YTD % Annual Budget	Remaining Budget
				Current Month	Year to Date			
<b>33000 Intergov't Revenues</b>								
33050 PERA Aid	248	248	248	0.00	0.00	248.00	0.0%	248
33101 Local Govt Aid	73,735	74,260	81,665	0.00	0.00	82,123.00	0.0%	82,123
33150 Federal Disaster Aid	0	0	0	0.00	0.00	0.00		0
33155 State Disaster Aid	84,169	0	0	0.00	0.00	0.00		0
33160 Oth Disaster Aid/Contrib	0	0	0	0.00	0.00	0.00		0
33200 Recycling Grant/Reimb	3,444	3,428	4,200	0.00	0.00	4,200.00	0.0%	4,200
33250 MN Small City Assistance	0	13,858	13,431	0.00	0.00	13,858.00	0.0%	13,858
33260 Local Grants - General	0	7,080	0	0.00	0.00	50.00	0.0%	50
<b>Total 33000 Intergov't Revenues</b>	<b>161,596</b>	<b>98,874</b>	<b>99,544</b>	<b>0.00</b>	<b>0.00</b>	<b>100,479.00</b>	<b>0.0%</b>	<b>100,479</b>
<b>34000 Chgs for Serv</b>								
<b>34050 General Government</b>								
34051 Newsletter Sponsors	1,575	0	3,015	0.00	250.00	1,800.00	13.9%	1,550
34052 Assessment Searches	0	0	40	0.00	0.00	40.00	0.0%	40
34053 City Hall Rent	0	500	1,400	125.00	550.00	1,500.00	36.7%	950
<b>Total 34050 General Government</b>	<b>1,575</b>	<b>500</b>	<b>4,455</b>	<b>125.00</b>	<b>800.00</b>	<b>3,340.00</b>	<b>24.0%</b>	<b>2,540</b>
<b>34070 Garbage, Recycling &amp; Oth</b>								
34071 Clean Up Day	1,681	0	299	0.00	0.00	0.00		0
<b>Total 34070 Garbage, Recycling &amp; Oth</b>	<b>1,681</b>	<b>0</b>	<b>299</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		<b>0</b>

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**City of Lake St Croix Beach  
Statement of Operations  
April 2019**

Fund and Account Numbers/Description	2016 Full Year Actual	2017 Full Year Actual	2018 Full Year Actual	2019 Actual		2019 Annual Budget	YTD % Annual Budget	Remaining Budget
				Current Month	Year to Date			
<b>34100 Parks &amp; Rec</b>								
34105 Park Dedication Fees	0	0	0	0.00	0.00	0.00		0
34107 Park Rental	50	275	445	40.00	40.00	400.00	10.0%	360
34110 Beach Parking Permits	34,276	30,718	29,777	10.00	10.00	30,000.00	0.0%	29,990
34120 Watercraft Permits	6,439	6,208	6,235	175.00	5,560.00	6,200.00	89.7%	640
34130 Other Park Revenue	775	0	0	0.00	0.00	0.00		0
<b>Total 34100 Parks &amp; Rec</b>	<b>41,540</b>	<b>37,201</b>	<b>36,457</b>	<b>225.00</b>	<b>5,610.00</b>	<b>36,600.00</b>	<b>15.3%</b>	<b>30,990</b>
34200 Other Service Charges	0	12	0	0.00	0.00	0.00		0
<b>Total 34000 Chgs for Serv</b>	<b>44,796</b>	<b>37,713</b>	<b>41,212</b>	<b>350.00</b>	<b>6,410.00</b>	<b>39,940.00</b>	<b>16.0%</b>	<b>33,530</b>
35000 Fines & Forfeits	1,972	2,711	2,334	416.62	739.91	2,000.00	37.0%	1,260
36000 Investment Earnings	857	3,919	6,642	599.13	2,823.45	3,500.00	80.7%	677
<b>37000 All Oth Rev</b>								
37010 Insurance Dividends	1,384	2,249	272	0.00	0.00	600.00	0.0%	600
37020 Reimbursements	183	0	0	0.00	0.00	0.00		0
37030 Miscellaneous	557	4,279	189	0.00	0.00	0.00		0
37050 Donations - General City	690	125	0	0.00	0.00	100.00	0.0%	100
<b>Total 37000 All Oth Rev</b>	<b>2,814</b>	<b>6,653</b>	<b>461</b>	<b>0.00</b>	<b>0.00</b>	<b>700.00</b>	<b>0.0%</b>	<b>700</b>
<b>Total General Fund Revenue</b>	<b>716,160</b>	<b>710,772</b>	<b>712,053</b>	<b>1,703.25</b>	<b>25,549.23</b>	<b>709,023.00</b>	<b>3.6%</b>	<b>683,474</b>

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**City of Lake St Croix Beach  
Statement of Operations  
April 2019**

Fund and Account Numbers/Description	2016 Full Year Actual	2017 Full Year Actual	2018 Full Year Actual	2019 Actual		2019 Annual Budget	YTD % Annual Budget	Remaining Budget
				Current Month	Year to Date			
<b>General Fund Expenses</b>								
<b>41000 Genl Govt</b>								
<b>41100 Mayor &amp; Council</b>								
41110 Wages & Benefits	7,071	8,394	8,342	693.41	2,773.70	8,400.00	33.0%	5,626
41120 Other Expenses	300	0	0	0.00	0.00	0.00		0
<b>Total 41100 Mayor &amp; Council</b>	<b>7,370</b>	<b>8,394</b>	<b>8,342</b>	<b>693.41</b>	<b>2,773.70</b>	<b>8,400.00</b>	<b>33.0%</b>	<b>5,626</b>
<b>41200 Admin &amp; Finance</b>								
41210 Clerk/City Administrator	126,313	66,344	85,500	6,394.19	26,809.56	77,539.00	34.6%	50,729
41215 Deputy Clerk	0	1,323	54,778	5,342.37	22,474.62	66,183.00	34.0%	43,708
41220 Treasurer/Accounting	17,025	28,819	19,800	1,530.00	6,930.00	9,400.00	73.7%	2,470
41230 Payroll Service	1,783	952	360	30.00	120.00	300.00	40.0%	180
41250 Other/Miscellaneous	728	150	180	15.00	90.00	250.00	36.0%	160
<b>Total 41200 Admin &amp; Finance</b>	<b>145,848</b>	<b>97,588</b>	<b>160,618</b>	<b>13,311.56</b>	<b>56,424.18</b>	<b>153,672.00</b>	<b>36.7%</b>	<b>97,248</b>
<b>41300 Oth Genl Govt</b>								
41301 Meeting Per Diem & Exp	1,594	4,914	2,245	0.00	69.60	3,000.00	2.3%	2,930
41303 Banking Fees & Charges	1,159	204	439	14.00	52.50	200.00	26.3%	148
41305 Misc/Other Expense	2,151	273	1,139	0.00	504.28	500.00	100.9%	(4)
41310 Financial Audit	6,515	8,078	4,630	0.00	4,940.00	4,500.00	109.8%	(440)
41315 Elections	2,755	1,310	2,987	0.00	830.00	1,000.00	83.0%	170
41320 Printing & Publishing	6,814	647	1,005	0.00	167.99	1,200.00	14.0%	1,032
41325 Assessment Services	7,168	7,493	7,968	0.00	451.91	8,240.00	5.5%	7,788
41330 Legal Services	14,047	25,441	14,251	2,954.40	4,830.45	18,000.00	26.8%	13,170
41335 Office Equip & Supplies	12,961	7,237	9,521	283.73	2,172.46	6,000.00	36.2%	3,828
41340 Comm Equip & Service	3,740	3,601	4,980	406.25	1,889.04	3,500.00	54.0%	1,611
41345 Transportation & Mileage	0	28	2,447	284.46	799.20	1,000.00	79.9%	201
41350 Dues & Subscriptions	12,156	1,891	2,749	740.00	782.00	3,000.00	26.1%	2,218
41355 Newsletter	0	2,861	9,640	182.72	3,090.39	10,000.00	30.9%	6,910
41360 Training & Education	2,535	870	2,946	1,431.20	2,291.91	2,400.00	95.5%	108
41390 Grants & Contributions	0	450	0	0.00	0.00	450.00	0.0%	450
<b>Total 41300 Oth Genl Govt</b>	<b>73,595</b>	<b>65,297</b>	<b>66,948</b>	<b>6,296.76</b>	<b>22,871.73</b>	<b>62,990.00</b>	<b>36.3%</b>	<b>40,118</b>

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**City of Lake St Croix Beach  
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Fund and Account Numbers/Description	2016 Full Year Actual	2017 Full Year Actual	2018 Full Year Actual	2019 Actual		2019 Annual Budget	YTD % Annual Budget	Remaining Budget
				Current Month	Year to Date			
<b>41500 City Bldgs &amp; Plant</b>								
41507 City Hall Maint & Util	10,640	8,692	22,756	931.97	4,758.97	10,000.00	47.6%	5,241
41509 City Hall Imp	0	565	5,820	492.73	492.73	0.00		(493)
<b>Total 41500 City Bldgs &amp; Plant</b>	<b>10,640</b>	<b>9,257</b>	<b>28,576</b>	<b>1,424.70</b>	<b>5,251.70</b>	<b>10,000.00</b>	<b>52.5%</b>	<b>4,748</b>
<b>Total 41000 Genl Govt</b>	<b>237,454</b>	<b>180,537</b>	<b>264,485</b>	<b>21,726.43</b>	<b>87,321.31</b>	<b>235,062.00</b>	<b>37.1%</b>	<b>147,741</b>
<b>42000 Public Safety</b>								
42103 Law Enforcement	61,822	98,047	67,939	0.00	0.00	70,000.00	0.0%	70,000
42105 Fire & Emergency Response	55,150	57,786	60,811	15,638.50	31,277.00	62,554.00	50.0%	31,277
42107 Animal Control	300	1,714	1,256	82.38	482.38	1,800.00	26.8%	1,318
42109 Building Inspection Serv	22,841	17,904	13,755	370.00	927.50	8,400.00	11.0%	7,473
42111 Oth Public Safety	0	0	0	0.00	0.00	0.00		0
42113 Fire Relief Association	0	0	0	0.00	0.00	0.00		0
42150 Erosion & Flood Control	0	11,812	5,896	255.00	2,029.70	8,000.00	25.4%	5,970
42160 Public Safety Grants	0	0	0	0.00	0.00	0.00		0
42203 Fire Hall Debt Serv	11,799	11,836	12,150	0.00	0.00	11,926.00	0.0%	11,926
<b>Total 42000 Public Safety</b>	<b>151,912</b>	<b>199,098</b>	<b>161,807</b>	<b>16,345.88</b>	<b>34,716.58</b>	<b>162,680.00</b>	<b>21.3%</b>	<b>127,963</b>
<b>43000 Public Works</b>								
<b>43100 Streets</b>								
43103 Street Maintenance	54,421	5,853	6,947	124.00	124.00	24,000.00	0.5%	23,876
43105 Snow & Ice Removal	4,226	22,282	21,787	0.00	15,912.50	14,000.00	113.7%	(1,913)
43107 Engineering Services	32,152	14,034	24,471	396.37	2,272.58	12,000.00	18.9%	9,727
43109 Traffic Signs & Control	4,988	5,516	1,234	0.00	634.25	2,000.00	31.7%	1,366
43110 Right of Way Maint	0	0	5,000	0.00	0.00	0.00		0
43111 Street Lighting	7,952	7,583	8,316	716.01	2,835.56	8,500.00	33.4%	5,664
43113 Street Drainage/Flooding	12,081	129	3,200	0.00	0.00	2,700.00	0.0%	2,700
43115 Weed Control	0	0	0	0.00	0.00	1,000.00	0.0%	1,000
43116 Tree Program	16,959	1,110	5,085	0.00	0.00	0.00		0
<b>Total 43100 Streets</b>	<b>132,779</b>	<b>56,506</b>	<b>76,041</b>	<b>1,236.38</b>	<b>21,778.89</b>	<b>64,200.00</b>	<b>33.9%</b>	<b>42,421</b>

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**City of Lake St Croix Beach  
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Fund and Account Numbers/Description	2016 Full Year Actual	2017 Full Year Actual	2018 Full Year Actual	2019 Actual		2019 Annual Budget	YTD % Annual Budget	Remaining Budget
				Current Month	Year to Date			
<b>43200 Sanitation</b>								
43203 Recycling Services	24,597	26,062	22,529	1,889.56	7,280.65	22,000.00	33.1%	14,719
43205 City Clean Up Day	3,705	1,525	8,909	0.00	0.00	0.00		0
43207 Garbage/Refuse Removal	0	371	602	31.51	94.53	0.00		(95)
<b>Total 43200 Sanitation</b>	<b>28,302</b>	<b>27,958</b>	<b>32,041</b>	<b>1,921.07</b>	<b>7,375.18</b>	<b>22,000.00</b>	<b>33.5%</b>	<b>14,625</b>
<b>43300 Water Facilities</b>								
43305 Water Main Repairs	0	0	0	0.00	0.00	0.00		0
<b>Total 43300 Water Facilities</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		<b>0</b>
<b>Total 43000 Public Works</b>	<b>161,081</b>	<b>84,464</b>	<b>108,081</b>	<b>3,157.45</b>	<b>29,154.07</b>	<b>86,200.00</b>	<b>33.8%</b>	<b>57,046</b>
<b>45000 Parks &amp; Rec</b>								
45100 Park Wages & Benefits	3,684	4,727	10,638	214.05	214.05	9,000.00	2.4%	8,786
45103 Mowing & Lawn Maint	16,668	15,225	17,756	0.00	0.00	18,000.00	0.0%	18,000
45105 Park Mnt, Supplies & Util	25,175	8,230	9,219	431.81	907.35	10,000.00	9.1%	9,093
45110 Bluffland Maintenance	10,572	0	3,000	0.00	0.00	0.00		0
45200 Park Imp - General	658	3,599	1,000	0.00	0.00	0.00		0
<b>Total 45000 Parks &amp; Rec</b>	<b>56,757</b>	<b>31,781</b>	<b>41,613</b>	<b>645.86</b>	<b>1,121.40</b>	<b>37,000.00</b>	<b>3.0%</b>	<b>35,879</b>
<b>46500 Econ Dev</b>								
46505 Water Mgmt Org	0	10,371	5,194	0.00	2,597.13	6,000.00	43.3%	3,403
46510 Codification	0	0	5,000	0.00	0.00	0.00		0
46525 Easement & Land Acq	0	0	501	0.00	0.00	0.00		0
46530 City Dev - Heritage Day	570	368	910	0.00	357.00	600.00	59.5%	243
<b>Total 46500 Econ Dev</b>	<b>570</b>	<b>10,738</b>	<b>11,605</b>	<b>0.00</b>	<b>2,954.13</b>	<b>6,600.00</b>	<b>44.8%</b>	<b>3,646</b>

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**City of Lake St Croix Beach  
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Fund and Account Numbers/Description	2016 Full Year Actual	2017 Full Year Actual	2018 Full Year Actual	2019 Actual		2019 Annual Budget	YTD % Annual Budget	Remaining Budget
				Current Month	Year to Date			
<b>49000 Miscellaneous</b>								
49240 Insurance - Prop & Liab	0	6,866	6,587	0.00	6,878.00	7,500.00	91.7%	622
49250 Insurance - Workers Comp	0	824	761	0.00	1,239.00	1,250.00	99.1%	11
<b>Total 49000 Miscellaneous</b>	<b>0</b>	<b>7,690</b>	<b>7,348</b>	<b>0.00</b>	<b>8,117.00</b>	<b>8,750.00</b>	<b>92.8%</b>	<b>633</b>
<b>49300 Oth Financing Uses/Trfs</b>								
49305 Trf to Street Imp Fd (LGA)	0	147,995	81,665	0.00	0.00	82,123.00	0.0%	82,123
49306 Trf to Street Imp Fd (SCA)	0	13,858	13,431	0.00	0.00	13,858.00	0.0%	13,858
49307 Trf to Pettitt Park Fd	0	775	4,500	0.00	0.00	1,000.00	0.0%	1,000
49309 Trf to Playground Fd	0	0	0	0.00	0.00	5,000.00	0.0%	5,000
49310 Trf to Bluffland Fd	0	3,000	0	0.00	0.00	3,000.00	0.0%	3,000
49315 Trf to Bldg & Land Fd 39315	0	0	0	0.00	0.00	5,000.00	0.0%	5,000
49319 Trf to Street Imp Fd - Other 39319	0	24,000	0	0.00	0.00	15,000.00	0.0%	15,000
49320 Trf to LT Imp Fd - Water Main	0	0	0	0.00	0.00	10,000.00	0.0%	10,000
49320 Trf to LT Imp Fd - Veg Mgmt 5802	0	0	0	0.00	0.00	5,000.00	0.0%	5,000
49320 Trf to LT Imp Fd - Parks Genl 5802	0	0	0	0.00	0.00	1,000.00	0.0%	1,000
49320 Trf to LT Imp Fd - Vehicles 58024	0	0	0	0.00	0.00	4,000.00	0.0%	4,000
49320 Trf to LT Imp Fd - Office Equip 580	0	0	0	0.00	0.00	250.00	0.0%	250
49320 Trf to LT Imp Fd - City Hall Imp 580	0	0	0	0.00	0.00	7,000.00	0.0%	7,000
49320 Trf to LT Imp Fd - Comp Plan 5802	0	0	0	0.00	0.00	4,000.00	0.0%	4,000
49320 Trf to LT Imp Fd - Snow Ice Reserv	0	0	0	0.00	0.00	1,000.00	0.0%	1,000
49320 Trf to LT Imp Fd - Clean Up Day 58	0	0	0	0.00	0.00	8,000.00	0.0%	8,000
49320 Trf to LT Imp Fd - Codification 580	0	0	0	0.00	0.00	1,000.00	0.0%	1,000
49320 Trf to LT Imp Fd - ROW 58033	0	0	0	0.00	0.00	5,000.00	0.0%	5,000
49320 Trf to LT Imp Fd - Tree Prog 58034	0	0	0	0.00	0.00	500.00	0.0%	500
49320 Trf to LT Imp Fd - Audit Legal 5803	0	0	0	0.00	0.00	500.00	0.0%	500
49320 Trf to LT Imp Fd - MN UI 58036	0	0	0	0.00	0.00	500.00	0.0%	500
49320 Trf to LT Imp Fd (Various)	0	39,700	15,000	0.00	0.00	0.00	0.0%	0
<b>Total 49300 Oth Financing Uses/Trfs</b>	<b>0</b>	<b>229,328</b>	<b>114,596</b>	<b>0.00</b>	<b>0.00</b>	<b>172,731.00</b>	<b>0.0%</b>	<b>172,731</b>
<b>Total General Fund Expense</b>	<b>607,774</b>	<b>743,637</b>	<b>709,536</b>	<b>41,875.62</b>	<b>163,384.49</b>	<b>709,023.00</b>	<b>23.0%</b>	<b>545,639</b>
<b>Total 101 General Fund</b>	<b>108,386</b>	<b>(32,864)</b>	<b>2,517</b>	<b>(40,172.37)</b>	<b>(137,835.26)</b>	<b>0.00</b>		<b>137,835</b>

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**City of Lake St Croix Beach  
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Fund and Account Numbers/Description	2016 Full Year Actual	2017 Full Year Actual	2018 Full Year Actual	2019 Actual		2019 Annual Budget	YTD % Annual Budget	Remaining Budget
				Current Month	Year to Date			
<b>250 Charitable Gaming Fd</b>								
31820 Charitable Gaming Rev	2,623	1,950	2,897	861.86	1,557.85	0.00		
36102 Investment Earnings	0	13	117	12.08	45.01	0.00		
45820 Charitable Gaming Exp	0	0	(3,000)	(750.00)	(750.00)	0.00		
<b>Total 250 Charitable Gaming Fd</b>	<b>2,623</b>	<b>1,962</b>	<b>13</b>	<b>123.94</b>	<b>852.86</b>	<b>0.00</b>		
<b>402 Street Imp Fd</b>								
36103 Investment Earnings	0	609	5,389	275.44	923.60	0.00		
39305 Trf fr Gen'l Fd (LGA)	0	147,995	81,665	0.00	0.00	82,123.00	0.0%	
39306 Trf fr Gen'l Fd (SCA)	0	13,858	13,431	0.00	0.00	13,858.00	0.0%	
39310 Trf fr Gen'l Fd (Other)	0	24,000	15,000	0.00	0.00	15,000.00	0.0%	
43407 Engineering - Street Imp	0	(4,289)	(64,133)	0.00	(468.85)	0.00		
43415 Street Improvements	0	0	(248,410)	0.00	0.00	0.00		
<b>Total 402 Street Imp Fd</b>	<b>0</b>	<b>182,173</b>	<b>(197,057)</b>	<b>275.44</b>	<b>454.75</b>	<b>110,981.00</b>	<b>0.4%</b>	
<b>404 Pettit Park Imp Fd</b>								
34810 Pettit Park Banner Fees	0	950	1,550	450.00	1,350.00	0.00		
34811 Pettitt Park Rental Fees	0	0	0	0.00	0.00	0.00		
36104 Investment Earnings	0	4	50	2.18	3.98	0.00		
36836 Grants & Donations	0	0	2,136	0.00	0.00	0.00		
39307 Trf fr Gen'l (Pettit Park)	0	775	4,500	0.00	0.00	1,000.00	0.0%	
45810 Pettit Park Imp	0	0	(9,489)	0.00	0.00	0.00		
<b>Total 404 Pettit Park Imp Fd</b>	<b>0</b>	<b>1,729</b>	<b>(1,254)</b>	<b>452.18</b>	<b>1,353.98</b>	<b>1,000.00</b>	<b>135.4%</b>	
<b>405 Playground Imp Fd</b>								
33270 Local Grants - Playground	4,848	0	0	0.00	0.00	0.00		
36105 Investment Earnings	0	12	144	12.24	148.62	5,000.00	3.0%	
36835 Donations - Playground Imp	0	580	6,250	0.00	0.00	0.00		
39309 Trf fr Gen'l (Playground)	0	0	12,000	0.00	0.00	0.00		
39329 Trf fr Charitable (Playground)	0	0	3,000	0.00	0.00	0.00		
45815 Playground Improvements	0	0	0	0.00	(20,204.44)	0.00		
<b>Total 405 Playground Imp Fd</b>	<b>4,848</b>	<b>592</b>	<b>21,394</b>	<b>12.24</b>	<b>(20,055.82)</b>	<b>5,000.00</b>	<b>-401.1%</b>	

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**City of Lake St Croix Beach  
Statement of Operations  
April 2019**

Fund and Account Numbers/Description	2016 Full Year Actual	2017 Full Year Actual	2018 Full Year Actual	2019 Actual		2019 Annual Budget	YTD % Annual Budget	Remaining Budget
				Current Month	Year to Date			
<b>410 Bluffland</b>								
33265 Grant - SCRA Shoreline Stabilization	0	26,963	0	0.00	0.00	0.00		
36106 Investment Earnings	0	142	1,127	124.83	506.61	0.00		
43805 Bluff Maint, Suppl & Util	0	3,000	2,444	0.00	0.00	3,000.00	0.0%	
43807 Eng'g - Bluffland/Levee	0	0	0	0.00	(3,705.78)	0.00		
43815 SCRA Shoreline Stabil Proj	0	(3,100)	0	0.00	0.00	0.00		
<b>Total 410 Bluffland</b>	<b>0</b>	<b>27,005</b>	<b>3,571</b>	<b>124.83</b>	<b>(3,199.17)</b>	<b>3,000.00</b>	<b>-106.6%</b>	
<b>415 Bldg &amp; Land Fd</b>								
36107 Investment Earnings	0	72	342	0.60	2.40	0.00		
39315 Trf fr Genl (Bldg & Land)	0	0	0	0.00	0.00	5,000.00	0.0%	
41709 City Hall Imp	0	0	(32,588)	0.00	0.00	0.00		
41790 Other Bldg & Land Exp	0	0	0	0.00	0.00	0.00		
<b>Total 415 Bldg &amp; Land</b>	<b>0</b>	<b>72</b>	<b>(32,245)</b>	<b>0.60</b>	<b>2.40</b>	<b>5,000.00</b>	<b>0.0%</b>	
<b>450 LT Imp Fd</b>								
36108 Investment Earnings	0	3	487	(422.58)	(220.70)	0.00		
58021 Water Main Repairs	0	10,000	10,000	0.00	0.00	10,000.00	0.0%	
58022 Vegetative Management	0	0	5,000	0.00	(1,340.00)	5,000.00	-26.8%	
58023 Park Imp - General	0	1,500	(125)	(1,295.74)	(1,295.74)	1,000.00	-129.6%	
58024 Vehicle Replacement	0	0	0	0.00	0.00	4,000.00	0.0%	
58025 Office Equipment	0	0	0	0.00	0.00	250.00	0.0%	
58026 City Hall Imp	0	4,400	(4,084)	0.00	0.00	7,000.00	0.0%	
58027 Comprehensive Plan	0	2,973	(7,602)	0.00	0.00	4,000.00	0.0%	
58028 Snow & Ice Reserve	0	0	0	0.00	0.00	1,000.00	0.0%	
58029 Clean Up Day Reserve	0	0	0	0.00	0.00	8,000.00	0.0%	
58032 Codification	0	5,000	1,756	(2,301.75)	(2,301.75)	1,000.00	-230.2%	
58033 Right of Way Maint	0	10,000	(366)	0.00	(400.00)	5,000.00	-8.0%	
58034 Tree Program (Park Land)	0	3,800	3,175	(356.00)	(3,061.06)	500.00	-612.2%	
58035 Audit & Legal Reserve	0	0	0	0.00	(360.00)	500.00	-72.0%	
58044 2019 Flood	0	0	0	(12,764.63)	(17,224.71)	0.00		
<b>Total 450 LT Imp Fd</b>	<b>0</b>	<b>37,676</b>	<b>8,242</b>	<b>(17,140.70)</b>	<b>(26,203.96)</b>	<b>47,250.00</b>	<b>-55.5%</b>	
<b>TOTAL</b>	<b>115,857</b>	<b>218,345</b>	<b>(194,819)</b>	<b>(56,323.84)</b>	<b>(184,630.22)</b>			

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**City of Lake St Croix Beach**  
**Claims to be Approved**  
**April 16, 2019**  
**through May 20, 2019**

<b>Checks Numbered</b>		<b>Description</b>	<b>Amount</b>
<b>From</b>	<b>To</b>		
	2002	Polar Engraving: Vets Mem Bricks	\$875.00
	17984	USPS Newsletter Postage	\$182.72
18363		Northern Dewatering: Pump Rental	\$6,155.00
18364	18367	Vendor Bills: Routine	\$550.41
18368	18374	Vendor Bills: Significant by Size or Nature	\$10,025.89
18375	18378	Vendor Bills: Routine	\$1,268.71
201905001	201905004	EFT/DD: `04/30/19 Staff Payroll	\$4,525.15
201905005	201905016	EFT/DD: Copier Lease, Phone & Utilities	\$2,067.78
201905017	201905019	EFT/DD: `04/30/19 PERA, Payroll Taxes	\$2,782.86
<b>Total Claims to Be Approved</b>			<b>\$28,433.52</b>

**Checks:** 2002 + 17984 + (18363 thru 18378)  
**EFT/Direct Deposits:** 201905 (001 to 019)

  
 Submitted by Thomas H. Niedzwiecki, Treasurer

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**City of Lake St Croix Beach**  
**Claims to be Approved thru CC Mtg Date**  
 April 16 through May 20, 2019

Type	Date	Num	Name	Memo	Class	Paid Amount
Bill Pmt -Che...	04/22/2019	2002	Polar Engraving			
✓ Bill	04/22/2019	04222019		4 by 8 bricks engraved	510 Veterans Memorial:45830 Veterans Mem Imp/Exp	-875.00
TOTAL						-875.00
Bill Pmt -Che...	04/18/2019	17984	USPS	Permit Acct #1388844		
✓ Bill	04/18/2019	04182019		Newsletter Postage	101 Gen'l Fd:2 Exp:41000 Gen'l Govt:41300 Oth Gen'l Govt:41355 Newsletter	-182.72
TOTAL						-182.72
Bill Pmt -Che...	05/20/2019	18363	Northern Dewatering, Inc.			
✓ Bill	04/30/2019	36786		Pump Rental 4/2019 Flood	450 LT Imp Fd:58044 2019 Flood	-6,155.00
TOTAL						-6,155.00
Bill Pmt -Che...	05/20/2019	18364	Quill Corporation	Acct No. C6055912		
Bill	04/30/2019	6474148		Office Supplies	101 Gen'l Fd:2 Exp:41000 Gen'l Govt:41300 Oth Gen'l Govt:41335 Office Equip & Sup...	-63.98
TOTAL						-63.98
Bill Pmt -Che...	05/20/2019	18365	Menards	Account # 30890495		
Bill	04/30/2019	97658		TM Supplies	101 Gen'l Fd:2 Exp:41000 Gen'l Govt:41500 City Bldgs & Plant:41507 City Hall Maint ...	-48.05
TOTAL						-48.05
Bill Pmt -Che...	05/20/2019	18366	Kathi Peinar			
Bill	04/30/2019	April 2019		animal control services	101 Gen'l Fd:2 Exp:42000 Public Safety:42107 Animal Control	-82.38
TOTAL						-82.38
Bill Pmt -Che...	05/20/2019	18367	Harris, Charles			
Bill	04/30/2019	89" Stumps		stump grinding at Riverfront Park	450 LT Imp Fd:58034 Tree Program	-356.00
TOTAL						-356.00
Bill Pmt -Che...	05/20/2019	18368	Youth Service Bureau			
Bill	04/30/2019	1163		2019 Contribution	250 Charitable Gaming Fd:45820 Charitable Gaming Exp	-750.00
TOTAL						-750.00
Bill Pmt -Che...	05/20/2019	18369	Wash Cty Road & Bridge			
Bill	04/30/2019	155437		Sand & Salt	450 LT Imp Fd:58044 2019 Flood	-2,320.45
TOTAL						-2,320.45
Bill Pmt -Che...	05/20/2019	18370	SEH	Cust# 1383		
Bill	04/30/2019	366525		City Council meeting	101 Gen'l Fd:2 Exp:43000 Public Works:43100 Streets:43107 Engineering Services	-396.37

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05/08/19

**City of Lake St Croix Beach**  
**Claims to be Approved thru CC Mtg Date**  
 April 16 through May 20, 2019

Type	Date	Num	Name	Memo	Class	Paid Amount
				Flood	450 LT Imp Fd:58044 2019 Flood	-2,245.82
<b>TOTAL</b>						<b>-2,642.19</b>
<b>Bill Pmt -Che...</b>	<b>05/20/2019</b>	<b>18371</b>	<b>RiverBluff Accounting, Inc.</b>			
Bill	04/30/2019	April 2019		April 2019	101 Gen'l Fd:2 Exp:41000 Gen'l Govt:41200 Admin & Finance:41220 Treasurer/Accou...	-600.00
<b>TOTAL</b>						<b>-600.00</b>
<b>Bill Pmt -Che...</b>	<b>05/20/2019</b>	<b>18372</b>	<b>Wash Cty Road &amp; Bridge</b>			
Bill	04/30/2019	15622		5000 Sandbags: from Berg Bag: 2019 Flood	450 LT Imp Fd:58044 2019 Flood	-750.00
<b>TOTAL</b>						<b>-750.00</b>
<b>Bill Pmt -Che...</b>	<b>05/20/2019</b>	<b>18373</b>	<b>Eckberg Lammers</b>			
Bill	04/30/2019	14755		General Meetings Ordinances and Resolutions	101 Gen'l Fd:2 Exp:41000 Gen'l Govt:41300 Oth Gen'l Govt:41330 Legal Services 101 Gen'l Fd:2 Exp:41000 Gen'l Govt:41300 Oth Gen'l Govt:41330 Legal Services 101 Gen'l Fd:2 Exp:41000 Gen'l Govt:41300 Oth Gen'l Govt:41330 Legal Services	-841.50 -247.50 -899.25
<b>TOTAL</b>						<b>-1,988.25</b>
<b>Bill Pmt -Che...</b>	<b>05/20/2019</b>	<b>18374</b>	<b>Niedzwiecki, Thomas H</b>	<b>Treasurer Services</b>		
Bill	04/30/2019	043019		Deputy Treasurer Services: 15.5 hrs @ \$60 Monthly charge for Quickbooks Pro software including Pa... Mailing envelopes, copies of invoices, misc postage, offic...	101 Gen'l Fd:2 Exp:41000 Gen'l Govt:41200 Admin & Finance:41220 Treasurer/Accou... 101 Gen'l Fd:2 Exp:41000 Gen'l Govt:41200 Admin & Finance:41230 Payroll Service 101 Gen'l Fd:2 Exp:41000 Gen'l Govt:41200 Admin & Finance:41250 Other/Miscellan...	-930.00 -30.00 -15.00
<b>TOTAL</b>						<b>-975.00</b>
<b>Bill Pmt -Che...</b>	<b>05/20/2019</b>	<b>18375</b>	<b>Brockman Trucking &amp; Trailer</b>			
Bill	04/30/2019	214971		53" Dry Van storage 4/1/19 to 4/15/19 for Flood	450 LT Imp Fd:58044 2019 Flood	-93.75
Bill	04/30/2019	h29295		pickup charge re. 53" Dry Van storage 4/1/19 to 4/15/19 f...	450 LT Imp Fd:58044 2019 Flood	-80.99
<b>TOTAL</b>						<b>-174.74</b>
<b>Bill Pmt -Che...</b>	<b>05/20/2019</b>	<b>18376</b>	<b>MCFOA</b>			
Bill	04/30/2019	2018 2019 dues		MCFOA Dues 7/1/19 to 6/30/20: Dave Engstrom and Kat...	101 Gen'l Fd:2 Exp:41000 Gen'l Govt:41300 Oth Gen'l Govt:41350 Dues & Subscriptio...	-95.00
<b>TOTAL</b>						<b>-95.00</b>
<b>Bill Pmt -Che...</b>	<b>05/20/2019</b>	<b>18377</b>	<b>Menards</b>			
Bill	04/30/2019	98482		BS Pressure washer & supplies	101 Gen'l Fd:2 Exp:45000 Parks & Rec:45105 Park Mnt, Supplies & Utili	-341.97
Bill	04/30/2019	98625		TM Mulch	101 Gen'l Fd:2 Exp:41000 Gen'l Govt:41500 City Bldgs & Plant:41507 City Hall Maint ...	-30.00
<b>TOTAL</b>						<b>-371.97</b>
<b>Bill Pmt -Che...</b>	<b>05/20/2019</b>	<b>18378</b>	<b>MN Association of Small Cities</b>			
Bill	04/30/2019	Dues 2019 2020		2019 - 2020 membership dues	101 Gen'l Fd:2 Exp:41000 Gen'l Govt:41300 Oth Gen'l Govt:41350 Dues & Subscriptio...	-627.00
<b>TOTAL</b>						<b>-627.00</b>
<b>Paycheck</b>	<b>04/30/2019</b>	<b>201905001</b>	<b>Engstrom, Dorcey David</b>	<b>Direct Deposit</b>		

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City of Lake St Croix Beach  
 Claims to be Approved thru CC Mtg Date

April 16 through May 20, 2019

Type	Date	Num	Name	Memo	Class	Paid Amount
				Direct Deposit	101 Gen'l Fd:2 Exp:41000 Gen'l Govt:41200 Admin & Finance:41210 Clerk/City Admin...	-2,500.00
				Direct Deposit	101 Gen'l Fd:2 Exp:41000 Gen'l Govt:41200 Admin & Finance:41210 Clerk/City Admin...	162.50
				Direct Deposit	101 Gen'l Fd:2 Exp:41000 Gen'l Govt:41200 Admin & Finance:41210 Clerk/City Admin...	-187.50
				Direct Deposit		187.50
				Direct Deposit		-63.07
				Direct Deposit		163.00
				Direct Deposit	101 Gen'l Fd:2 Exp:41000 Gen'l Govt:41200 Admin & Finance:41210 Clerk/City Admin...	-155.00
				Direct Deposit		155.00
				Direct Deposit		155.00
				Direct Deposit	101 Gen'l Fd:2 Exp:41000 Gen'l Govt:41200 Admin & Finance:41210 Clerk/City Admin...	-36.25
				Direct Deposit		36.25
				Direct Deposit		36.25
				Direct Deposit		86.00
				Direct Deposit		1,960.32
TOTAL						0.00
Paycheck	04/30/2019	201905002	Laur, Kathy A	Direct Deposit		
				Direct Deposit	101 Gen'l Fd:2 Exp:41000 Gen'l Govt:41200 Admin & Finance:41215 Deputy Clerk	-1,852.46
				Direct Deposit	101 Gen'l Fd:2 Exp:41000 Gen'l Govt:41200 Admin & Finance:41215 Deputy Clerk	-138.93
				Direct Deposit		138.93
				Direct Deposit	101 Gen'l Fd:2 Exp:41000 Gen'l Govt:41200 Admin & Finance:41215 Deputy Clerk	120.41
				Direct Deposit		-73.66
				Direct Deposit	101 Gen'l Fd:2 Exp:41000 Gen'l Govt:41200 Admin & Finance:41215 Deputy Clerk	-750.00
				Direct Deposit		160.00
				Direct Deposit	101 Gen'l Fd:2 Exp:41000 Gen'l Govt:41200 Admin & Finance:41215 Deputy Clerk	-114.85
				Direct Deposit		114.85
				Direct Deposit		114.85
				Direct Deposit	101 Gen'l Fd:2 Exp:41000 Gen'l Govt:41200 Admin & Finance:41215 Deputy Clerk	-26.87
				Direct Deposit		26.87
				Direct Deposit		26.87
				Direct Deposit		84.00
				Direct Deposit		2,169.99
TOTAL						0.00
Paycheck	04/30/2019	201905003	Shearer, Robert A	Direct Deposit		
				Direct Deposit	101 Gen'l Fd:2 Exp:45000 Parks & Rec:45100 Park Wages & Benefits	-270.00
				Direct Deposit	450 LT Imp Fd:58044 2019 Flood	-370.00
				Direct Deposit	101 Gen'l Fd:2 Exp:45000 Parks & Rec:45100 Park Wages & Benefits	17.55
				Direct Deposit	450 LT Imp Fd:58044 2019 Flood	24.05
				Direct Deposit	101 Gen'l Fd:2 Exp:45000 Parks & Rec:45100 Park Wages & Benefits	-20.25
				Direct Deposit	450 LT Imp Fd:58044 2019 Flood	-27.75
				Direct Deposit		48.00
				Direct Deposit		96.85
				Direct Deposit		51.00
				Direct Deposit	101 Gen'l Fd:2 Exp:45000 Parks & Rec:45100 Park Wages & Benefits	-16.74
				Direct Deposit	450 LT Imp Fd:58044 2019 Flood	-22.94
				Direct Deposit		39.68
				Direct Deposit		39.68
				Direct Deposit	101 Gen'l Fd:2 Exp:45000 Parks & Rec:45100 Park Wages & Benefits	-3.91
				Direct Deposit	450 LT Imp Fd:58044 2019 Flood	-5.37
				Direct Deposit		9.28
				Direct Deposit		9.28
				Direct Deposit		12.00
				Direct Deposit		389.59
TOTAL						0.00
Liability Check	04/29/2019	201905004	QuickBooks Payroll Service	Created by Payroll Service on 04/25/2019		

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05/08/19

**City of Lake St Croix Beach**  
**Claims to be Approved thru CC Mtg Date**  
 April 16 through May 20, 2019

Type	Date	Num	Name	Memo	Class	Paid Amount
			QuickBooks Payroll Service	Fee for 3 direct deposit(s) at \$1.75 each Created by Payroll Service on 04/25/2019	101 Gen'l Fd:2 Exp:41000 Gen'l Govt:41300 Oth Gen'l Govt:41303 Banking Fees & Ch...	-5.25 -4,519.90
<b>TOTAL</b>						<b>-4,525.15</b>
Bill Pmt -Che...	04/30/2019	201905005	Comcast (EFT) Internet 87721...	Account # 8772 10 570 0008770		
Bill	04/30/2019	043019		Business Internet 8772 10 570 0008770	101 Gen'l Fd:2 Exp:41000 Gen'l Govt:41300 Oth Gen'l Govt:41340 Comm Equip & Ser...	-165.97
<b>TOTAL</b>						<b>-165.97</b>
Bill Pmt -Che...	04/30/2019	201905006	Comcast (EFT) Voice 8772105 ...	Comcast Voice 8772105 12269		
Bill	04/30/2019	043019		Comcast Voice 8772105 12269	101 Gen'l Fd:2 Exp:41000 Gen'l Govt:41300 Oth Gen'l Govt:41340 Comm Equip & Ser...	-240.28
<b>TOTAL</b>						<b>-240.28</b>
Bill Pmt -Che...	04/30/2019	201905007	CP Energy 7711653 (EFT)	7711653-1		
Bill	04/30/2019	043019		16455 20th St S	101 Gen'l Fd:2 Exp:41000 Gen'l Govt:41500 City Bldgs & Plant:41507 City Hall Maint ...	-16.07
<b>TOTAL</b>						<b>-16.07</b>
Bill Pmt -Che...	04/30/2019	201905008	CP Energy 7711657 (EFT)	7711657-2		
Bill	04/30/2019	043019		16455 20th St S M20011255582	101 Gen'l Fd:2 Exp:41000 Gen'l Govt:41500 City Bldgs & Plant:41507 City Hall Maint ...	-89.24
<b>TOTAL</b>						<b>-89.24</b>
Bill Pmt -Che...	04/30/2019	201905009	CP Energy 7711658 (EFT)	7711653-1		
Bill	04/30/2019	043019		16455 20th St S M20011231614	101 Gen'l Fd:2 Exp:41000 Gen'l Govt:41500 City Bldgs & Plant:41507 City Hall Maint ...	-101.90
<b>TOTAL</b>						<b>-101.90</b>
Bill Pmt -Che...	04/30/2019	201905010	Lakeland Water Utility (EFT)	Acct No. 351-01 16455 20th St S		
Bill	04/30/2019	043019		water	101 Gen'l Fd:2 Exp:41000 Gen'l Govt:41500 City Bldgs & Plant:41507 City Hall Maint ...	-86.81
<b>TOTAL</b>						<b>-86.81</b>
Bill Pmt -Che...	04/30/2019	201905011	US Bank Equip Finance (EFT)			
Bill	04/30/2019	043019		Ricoh copier ID 86838	101 Gen'l Fd:2 Exp:41000 Gen'l Govt:41300 Oth Gen'l Govt:41335 Office Equip & Sup...	-180.00
<b>TOTAL</b>						<b>-180.00</b>
Bill Pmt -Che...	04/30/2019	201905012	Xcel Energy 4267 (EFT)	Acct No. 51-5580426-7		
Bill	04/30/2019	043019		Street Lighting: Installs 163992, 163991, 223803, 223802	101 Gen'l Fd:2 Exp:43000 Public Works:43100 Streets:43111 Street Lighting	-716.01
<b>TOTAL</b>						<b>-716.01</b>
Bill Pmt -Che...	04/30/2019	201905013	Xcel Energy 5536 (EFT)	Acct No. 51-6544553-6		
Bill	04/30/2019	043019		Beach 16763 20th St S Premises 302451496 Meter 8643...	101 Gen'l Fd:2 Exp:45000 Parks & Rec:45105 Park Mnt, Supplies & Util	-51.24

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05/08/19

City of Lake St Croix Beach  
 Claims to be Approved thru CC Mtg Date

April 16 through May 20, 2019

Type	Date	Num	Name	Memo	Class	Paid Amount
TOTAL						-51.24
Bill Pmt -Che...	04/30/2019	201905014	Xcel Energy 5987 (EFT)	51-0011704598-7		
Bill	04/30/2019	043019		Premises 303281737 16455 20th St S Meter 3471735	101 Gen'l Fd:2 Exp:41000 Gen'l Govt:41500 City Bldgs & Plant:41507 City Hall Maint ...	-396.03
TOTAL						-396.03
Bill Pmt -Che...	04/30/2019	201905015	Xcel Energy 6284 (EFT)	51-0011704628-4		
Bill	04/30/2019	043019		Premise 303864763 1910 Riviera Ave S Meter 89456453	101 Gen'l Fd:2 Exp:45000 Parks & Rec:45105 Park Mnt, Supplies & Util	-12.10
TOTAL						-12.10
Bill Pmt -Che...	04/30/2019	201905016	Xcel Energy 8596 (EFT)	Acct No. 51-0011291859-6		
Bill	04/30/2019	043019		Rectifier Stat: 2039 Riviera Av S: Meter 79637242 Premi...	101 Gen'l Fd:2 Exp:45000 Parks & Rec:45105 Park Mnt, Supplies & Util	-12.13
TOTAL						-12.13
Liability Check	04/30/2019	201905017	PERA (Staff)	571500		
				571500		-324.51
				571500		-374.43
TOTAL						-698.94
Liability Check	04/30/2019	201905018	MN Dept of Revenue	9008030		
				9008030		-266.00
TOTAL						-266.00
Liability Check	04/30/2019	201905019	IRS (Form 941 Payroll Taxes)	41-6008939		
				41-6008939		-518.00
				41-6008939		-129.35
				41-6008939		-129.35
				41-6008939		-520.61
				41-6008939		-520.61
TOTAL						-1,817.92

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City of Lake St Croix Beach  
**Flood & Erosion Control - Detail 42150 & 58044**  
 January through April 2019

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
<b>Ordinary Income/Expense</b>							
<b>Expense</b>							
<b>100 · Wages, Salaries &amp; Benefits</b>							
<b>115 · Employer Paid Soc Sec Taxes</b>							
Paycheck	04/30/2019	201905003	Shearer, Robert A	Direct Deposit	22.94		22.94
Total 115 · Employer Paid Soc Sec Taxes					22.94	0.00	22.94
<b>116 · Employer Paid Medicare Taxes</b>							
Paycheck	04/30/2019	201905003	Shearer, Robert A	Direct Deposit	5.37		5.37
Total 116 · Employer Paid Medicare Taxes					5.37	0.00	5.37
<b>121 · Employer Paid PERA</b>							
Paycheck	04/30/2019	201905003	Shearer, Robert A	Direct Deposit	27.75		27.75
Total 121 · Employer Paid PERA					27.75	0.00	27.75
Total 100 · Wages, Salaries & Benefits					56.06	0.00	56.06
<b>42000 · Public Safety</b>							
<b>42150 · Erosion &amp; Flood Control</b>							
Bill	02/28/2019	364064	SEH	Levee Project	380.70		380.70
Bill	03/18/2019	95227	Menards	DE Flood Supplies: Tarps, gloves, duct tape	90.72		471.42
Bill	03/31/2019	95293	Menards	TM Flood Supplies: 4400 lb pallet jack	229.98		701.40
Bill	03/31/2019	95874	Menards	BS Flood Supplies: Shovel	23.88		725.28
Bill	03/31/2019	773614328	Xcel Energy	Street light pole removal from Flood Levee on Riviera	1,049.42		1,774.70
Bill	04/15/2019	6500	River Valley Printing	700 Flood Flyers	255.00		2,029.70
Total 42150 · Erosion & Flood Control					2,029.70	0.00	2,029.70
Total 42000 · Public Safety					2,029.70	0.00	2,029.70
<b>58000 · LT Imp Reserves</b>							
<b>58044 · 2019 Flood</b>							
Bill	03/18/2019	Sandbags 20190304	Wash Cty Road & Bridge	14,000 Sandbags: from Berg Bag: 2019 Flood	2,800.00		2,800.00
Bill	03/31/2019	60086	Minuteman Press	25 Coroplast signs Job 116430: 2019 Flood	173.33		2,973.33
Bill	03/31/2019	593	Tri-County (Streets)	2019 Flood related services: hauling sand, clearing sandbag area, moving sand	1,486.75		4,460.08
Bill	04/15/2019	030219 040219	US Bank Credit Card (EFT)	DE Aggregate Industries: Sand for Flood	461.92		4,922.00
Bill	04/15/2019	214781	Brockman Trucking & Trailer	53 ft dry van, storage 3/8/19 to 3/31/19	150.00		5,072.00
Bill	04/15/2019	h29220	Brockman Trucking & Trailer	delivery charge: 53 ft dry van, storage 3/8/19 to 3/31/19	80.64		5,152.64
Paycheck	04/30/2019	201905003	Shearer, Robert A	Direct Deposit	370.00		5,522.64
Bill	04/30/2019	36786	Northern Dewatering, Inc.	Pump Rental 4/2019 Flood	6,155.00		11,677.64
Bill	04/30/2019	366525	SEH	Flood	2,245.82		13,923.46
Bill	04/30/2019	15622	Wash Cty Road & Bridge	5000 Sandbags: from Berg Bag: 2019 Flood	750.00		14,673.46
Bill	04/30/2019	155437	Wash Cty Road & Bridge	Sand & Salt	2,320.45		16,993.91
Bill	04/30/2019	214971	Brockman Trucking & Trailer	53" Dry Van storage 4/1/19 to 4/15/19 for Flood	93.75		17,087.66
Bill	04/30/2019	h29295	Brockman Trucking & Trailer	pickup charge re. 53" Dry Van storage 4/1/19 to 4/15/19 for Flood	80.99		17,168.65
Total 58044 · 2019 Flood					17,168.65	0.00	17,168.65
Total 58000 · LT Imp Reserves					17,168.65	0.00	17,168.65
Total Expense					19,254.41	0.00	19,254.41
Net Ordinary Income					19,254.41	0.00	(19,254.41)
<b>Net Income</b>					<b>19,254.41</b>	<b>0.00</b>	<b>(19,254.41)</b>

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91



**City of Lake St. Croix Beach**  
City Hall  
16455 20<sup>th</sup> Street South  
Lake St Croix Beach, MN 55043

**FLOODPLAIN ADVISORY COMMITTEE MEETING**  
**May 13, 2019**  
**MINUTES**

Attended: John Sievert, Todd Streeter, Linda O'Donnell, Tom McCarthy

Absent: Colter Manley, Tom Kingston, Joe Riley, Brad Peters

Staff: Dave Engstrom, Kathy Laur

The Floodplain Advisory Committee discussed the upcoming presentation at the Washington County Government Center for FEMA on Thursday, May 16, at 10:15 am regarding the damage due to flooding in Lake St. Croix Beach. The cities of St. Mary's Pointe and Afton will also be meeting with FEMA when LSCB does.

It was also discussed that the city should meet with city engineer John Parotti to discuss further flood damage within the city and the costs associated with those damages. With the water beginning to recede more damage is being revealed.

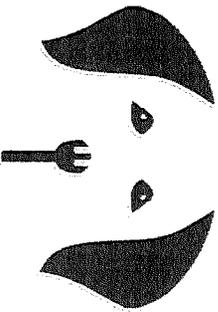
Payment for flood preparation done by Mayor McCarthy includes at least 39 hours of work, getting equipment, organizing sand baggers, signs, etc.

**John Sievert made a motion to reimbursement Tom McCarthy \$25 an hour for flood preparation, seconded by Todd Streeter. The motion passed 3 ayes, 1 abstention by Tom McCarthy.**

**Phone: 651-436-7031**

**Fax: 651-436-8310**

**e-mail: [lscb@comcast.net](mailto:lscb@comcast.net)**



# RiverDogs

Doggone Delicious!

5/13/2019

To: The City of Lake St. Croix Beach  
Attn: Parks Commission, City Council  
16455 20th Street South  
Lake St. Croix Beach, MN 55043

From: Lucas Hytinen  
River Dogs LLC.  
79 Quant Ave N  
Lakeland, MN 55043  
651-285-8654  
RIVERDOGS651@gmail.com

Dear City Administrators,

River Dogs LLC. would like the opportunity to serve the general public while they enjoy our local parks offering concession style food and drinks. River Dogs LLC. is seeking a conditional use permit for food vending privileges at Riverfront Park & Beach as well as Pettitt Park. We also would take great interest in participating in community events such as Heritage Day & National Night Out 2019 and any new events the city may host.

Our equipment is limited to a self contained mobile hot dog cart that is small enough in size not to be an eyecore to park goers but large enough to easily facilitate sales efficiently. The cart is built of NSF grade stainless steel and fully approved for use by Washington County Department of Health.

Our company uses local food ingredients from Jordan Meats and Deli as well as Bread Art of Bayport. We take great pride in utilizing the local talent we have in our community.

Environmental stewardship is extremely important to River Dogs. We would like to do our part in keeping our parks and watersheds clean. River Dogs uses "Green" packaging products for the majority of our food products, and we also have trash and recycling containers that will be removed, and contents properly disposed of by us.

We look forward to serving communities in the Lower St. Croix valley throughout the summer and fall months. We have already secured locations and events for operation in Lakeland and Bayport. We are very grateful for the opportunities to be of service to the communities we live and shop in.

Thank you for reviewing my business summary and this proposal (attached), for a conditional use permit within the city of Lake St Croix Beach. I look forward discussing the matter further in the coming weeks.

Sincerely,

Lucas Hytinen, Owner-Operator  
(651)285-8654



## Business Summary

### **Business objective:**

River Dogs LLC is excited to serve the communities within Washington county. Our company will serve only the highest quality Hot Dogs, Bratwursts, and side items we believe our community expects and deserves. We will be focusing on using local products and partnering with local such as Jordan Meats and Deli and Bread Art of Bayport.

With our strong knowledge of food safety principals, efficient food service techniques, as well as our brand new mobile food cart we will be able to effectively serve various events such as but not limited to; local beaches, local sporting events, fundraisers, church events, community events, as well as private venues.

We are starting our business localized with the intent to build River Dogs LLC through great food and great service. We also value the opportunity to serve and enrich the community and become a valuable asset to the community.

### **Licensing and Liability**

River Dogs LLC is fully functional food service business. We have been issued licensing from Washington county Department of Health and we have secured full liability insurance through State Farm. Our commissary kitchen is located at Bethlehem Lutheran Church in Bayport Minnesota and is fully licensed by Washington county Department of Health as well as Minnesota Department of Health.

### **Owner Experience:**

Mr. Hytinen has been working in the restaurant and catering business for over 15 years. He currently works as a full time chef in a popular restaurant in Hudson, Wisconsin where he has served as a major asset in maintaining a successful business.

Mr. Hytinen's previous experience held title of executive chef of events for Blue Door Pubs in Minneapolis and St. Paul. He has worked large and small scale vending events such as "Whirly Gig", "Art a Whirl" in North East Minneapolis, community events at St Paul Curling Club and has even preformed cooking demonstrations at the Minnesota State Fair. Mr Hytinen has also worked with local non profit organizations as a volunteer. Mr Hytinen is an active member of the Bayport Community Action League as well as the Afton Area Business association.



**RiverDogs**  
Doggone Delicious!

**Proposal Request**  
5/13/2019

To: The City of Lake St. Croix Beach  
Attn: Parks Commission, City Council  
16455 20th Street South  
Lake St. Croix Beach, MN 55043

From: Lucas Hytinen  
River Dogs LLC.  
79 Quant Ave N  
Lakeland, MN 55043  
651-285-8654  
WWW.RIVERDOGS.MN.COM  
RIVERDOG5651@gmail.com

**Dear City Administrators,**

Thank you for taking your time to review my business plan and park use proposal for River Dogs LLC. This plan is a basic overview of our intentions for operation in the community for our start of operations this summer. I would appreciate the opportunity to present our company in front of the parks commission Lake St. Croix Beach city council members and community members interested in my company's intentions.

Please let me know if you have any questions.

Thank you,

Lucas Hytinen, Owner-Operator  
(651)285-8654

---

<b>Proposal for:</b>	<b>Conditional use permit/ vendor permit</b>
<b>Location/ City:</b>	Lake St Croix Beach, Riverfront Park & Beach, Pettitt Park
<b>Dates of proposed use:</b>	Starting 5/27/19 Ending 9/08/19
<b>Days of operation:</b>	Thursday, Friday, Saturday Sunday
<b>Hours of operation:</b>	11:00 AM- 5:00PM

Mr Hytinen's skill set has been built upon many valuable experiences working in large and small scale commercial kitchens, formal culinary training, mentor-ship, and has vast food safety management training as well as national certification. His strong interpersonal skills are a direct result of actively working with the community.

### **Management Team**

River Dogs LLC will be owner operated until the companies growth requires the employment of a General manager or Catering sales Manager.

### **Products:**

River Dogs LLC will offer the best quality hot dogs, bratwursts and specialty sausages available. High quality condiments will be available along with additional concession style snacks, desserts, beverages, and seasonal side items.

### **Future Products/services**

River Dogs LLC has future plans of expansion, including offering a diversified catering service with commercial kitchen and banquet facilities.

### **Target Market:**

Our market is not finite as we can so easily accommodate most of the demographics within Washington county. As our business is mobile and our menu is approachable as well as accessible.

### **Pricing:**

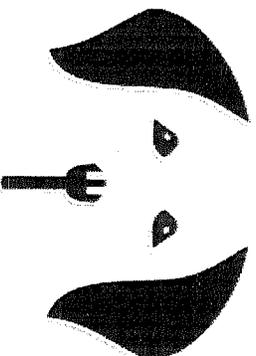
Our approach is to offer reasonable pricing that is conducive to our operating costs. We will be offering weekly meal specials, and we hope to be able to supply non-profit organizations opportunities to fund raise through us for their causes. Please review sample menu included with this information.

### **Marketing:**

River Dogs LLC has established a brand image in which we hope the customers love and remember. We have a website under construction as well at [HTTP://WWW.RIVERDOGSMN.COM](http://www.riverdogsmn.com) We will be promoting our business through social media on Facebook and Twitter. We will be offering information brochures that contain our menu & contact information. We intend to provide a customer appreciation club coupon for returning customers. We will have custom designed visual signage to display along with our cart's large colorful market umbrella.

**Competitors:**

Our business model is unique to the St Croix Valley and we do not have any known local competitors in our planned area of operation. There are multiple chain restaurants in the Metro Twin Cities that offer hot dogs and sausages but none within 10 miles of our base operation or within a similar price range. We have however, through our market study concluded that Washington county often experiences an influx of out of state and non-local vendors that often market goods in the area. We hope to provide top notch local service for our residents so that non-local vendors are not as greatly needed.



# RiverDogs

Doggone Delicious!

Phone: (651)-285-8654

Email: [RIVERDOGS651@GMAIL.COM](mailto:RIVERDOGS651@GMAIL.COM)

## DOGS & BRATS

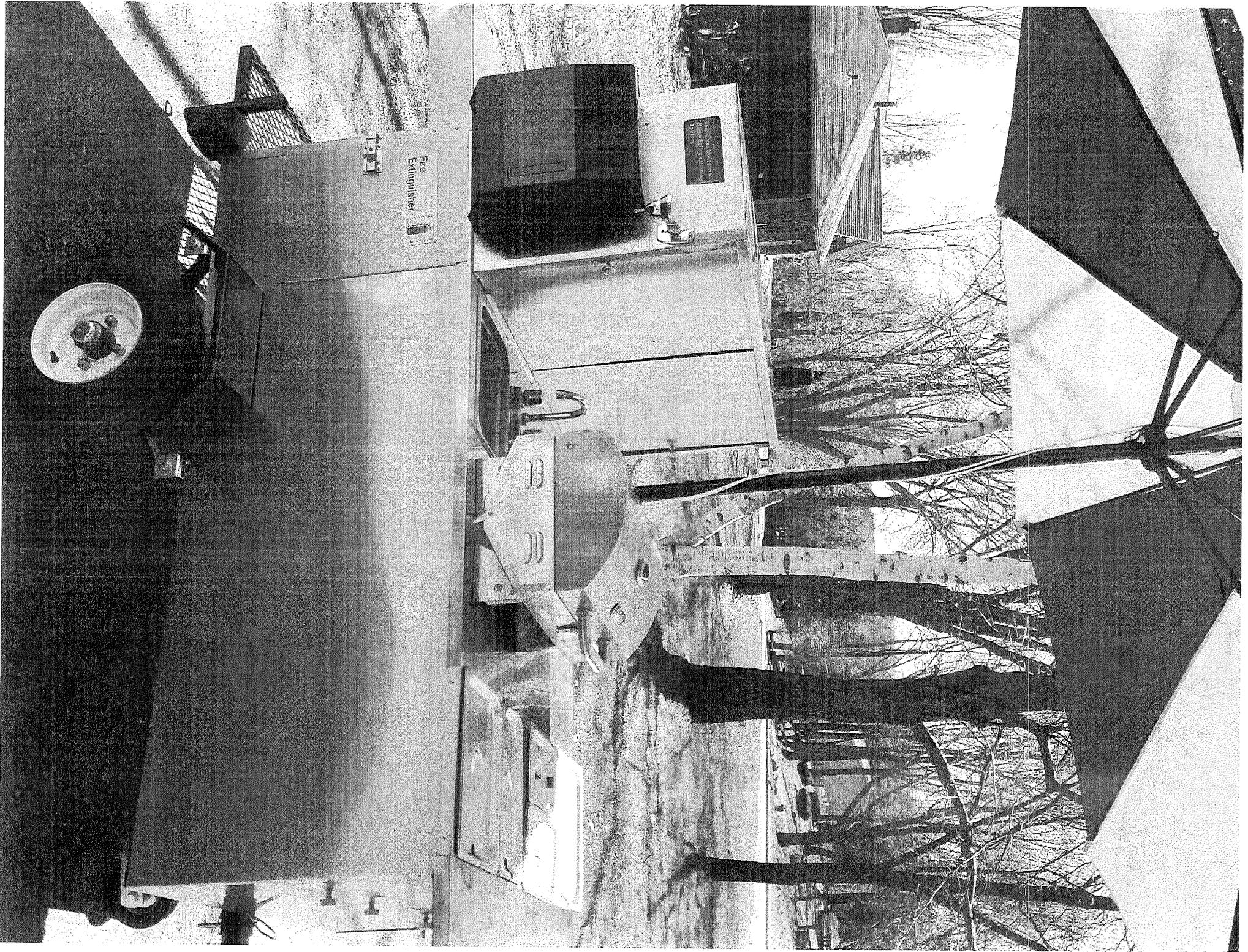
VOLLWERTH'S NATURAL CASING	\$ 4	JORDAN MEATS BRAT or SAUSAGE	\$ 6
Deemed "The King of Meats" in Snow County. You might want to grab 2!		Smoked to perfection. Your choice of premium toppings.	
SINGLE DOG DEAL	\$ 5	BRAT or SAUSAGE DEAL	\$ 7
Includes Chips & Drink		Smoked to perfection. Includes Chips & Drink	
DOUBLE DOG DEAL	\$ 8	1 BRAT & 1 DOG COMBO	\$ 10
Two Dogs. Chips & Drink have them any way you like!		Smoked to perfection. Includes Chips & Drink	
		LUKE'S SPECIAL	\$ A Q
		Ask and you shall receive! We switch it up weekly. Sometimes daily. Like us on FB and cast your vote!	

## SIDES

KETTLE CHIPS	\$ 2
CAN SODA or WATER	\$ 1
PREMIUM DRINKS	\$ 2
HUGE COOKIE or BROWNIE	\$ 3
BY BREAD ART OF BAYPORT.	

## AND THEN?

CLASSIC YELLOW MUSTARD
CAJUN MUSTARD
PICKLED VEGGIES
MOM'S RELISH
COKE ONIONS
SAUERKRAUT
S.O.B. SAUCE
CHILI





# License To Operate

Department of Public Health and Environment  
14949 62nd Street North PO Box 6  
Stillwater MN 55082-0006  
Office: 651-430-6655 Facsimile: 651-430-6730

Establishment: **River Dogs**

License Number: **2912**

License Type	Units	Valid Period
Seasonal Temporary Food Stand	1	5/3/2019 - 12/31/2019

Site Address: 79 Quant Ave. N.

Lakeland MN 55043

Phone: 651-285-8654

Owner: Lucas Hytinen

Address: 79 Quant Ave. N.

Lakeland MN 55043

### Emergency Notification

Licensee or designated person-in-charge must contact the regulatory authority in the event of an imminent health hazard or food emergency.

- \* Fire
- \* Use of fire suppression systems or fire extinguishers
- \* Power outages

651-430-6655

Washington County Public Health and Environment  
Monday - Friday, 8:00 a.m. to 4:30 p.m.

- \* Flooding or sewer back-up
- \* Water service disruption or lack of hot water
- \* Circumstances that may endanger public health

911

For after-hours emergencies

### Foodborne Illness Notification

Report employee diagnosis of E. coli, Salmonella, Shigella, Hepatitis A, Norovirus, or any illness that may be transmitted through food to Washington County Public Health and Environment. Report incidents of foodborne illness by calling Minnesota Department of Health Foodborne Illness Hotline:

1-877-FOOD-ILL (1-877-366-3455) or email: health.foodill@state.mn.us

*River Dogs is hereby licensed and authorized to operate in Washington County, is subject to all provisions and conditions of the applicable Ordinances, and said license is revocable for violations thereof.*

*This License is conditional by attached General and Specific Conditions and the conditions must be posted with the license."*

Dated: May 6, 2019

Jesse Hennes  
Environmental Program Supervisor

**THIS LICENSE MUST BE POSTED and is NON-TRANSFERABLE**



## License Conditions

Department of Public Health and Environment  
14949 62nd Street North PO Box 6  
Stillwater MN 55082-0006  
Office: 651-430-6655 Facsimile: 651-430-6730

Establishment: River Dogs  
License Number: 2912

This license is not transferable as to person or place. The Department requires notification for change of ownership.

Plans and specifications must be submitted to this Department for review and approval thirty (30) days prior to new construction, expansion, remodeling and/or alterations

Inspections shall be made by this Department as frequently as it may deem necessary to ensure compliance.

Application for a license renewal must be made to this Department prior to expiration of the existing license.

**THIS LICENSE MUST BE POSTED and is NON-TRANSFERABLE**

## Customer Copy

## NEW BUSINESS

Base Policy Contract (BPC):	Food Shop Policy	App Date:	03-19-2019	App Time:	01:42 PM
Effective Date:	04-04-2019	Agent Code:	23-9E22	AFO Code:	06FA58
Agent:	Dan J Stoudt				

## CUSTOMERS:

Applicant:	RIVER DOGS, LLC	SSN	Home Phone	Business Phone
Customer name(s):	RIVER DOGS, LLC			
Mailing Address:	79 QUANT AVE N LAKELAND, MN 55043-9562			
For the purpose of this application, the type of organization is: Limited Liability Company				
Is any applicant an existing State Farm customer: Yes				
If Yes, State / Prov: MN				
Does the applicant want to replace an existing State Farm policy with this transaction: No				

## LOCATION DETAILS:

**Location 1:**

Property Location: Location description: 1  
 Street: 79 Quant Ave N  
 City: Lakeland  
 State / Prov: MN  
 ZIP / Postal: 55043-9562  
 County: Washington  
 Territory Zone: 28  
 Subzone: 02

Occupancy / Ownership: Business in Residence  
 Type of business: Specialty - Fast Food Restaurants (Franchise) - Without Playground Equipment

**Location Details:**

Is this address inside the city limits: Yes  
 Is cooking done on premises (other than microwave or domestic range oven): Yes  
 If Yes, explain: cooking done in commercial kitchen to be rented.  
 Are alcoholic beverages sold and / or consumed on the premises: No

**Adjustments:**

Automatic sprinkler protection: No  
 Fire or smoke alarm: None  
 Burglar alarm: None  
 Security guard employed exclusively by the insured and on duty after hours: No

**Enclosed Building:** Is the entrance through a common enclosed area, not subject to outside weather conditions required to access business: No

## PRE-ELIGIBILITY:

Does this applicant / locations meet all Commercial Lines Manual (CLM) Underwriting Guide requirements: Yes

Did an underwriter authorize this submission: No

Has any insurer or agency cancelled or refused to renew similar insurance to the business within the past three years: No

Number of years this business location has owned and operated the same type of insured business: 0

Number of years this business location has been insured by applicant (if additional locations apply to this policy, answer based on the longest number of years any one location has been insured.): 0

Has applicant had losses, insured or not, in the past three years: No

Prior Commercial Multi-Peril policy with State Farm: No

Description of applicant's business activities on and off premises: administrative duties

Are there other operations and other owned / leased locations: No

Does the applicant have a website: No

Sells, rebottles, repackages, or manufactures products under their own label: No

Do employees use their personal vehicles in the course of business: No

## COVERAGE DETAILS:

Location 1, 1

## Customer Copy

Year built: 1985  
 Heating (yrs): 10  
 Wiring (yrs): 34  
 Plumbing (yrs): 34  
 Construction: Frame  
 Business Personal Property: 1,000  
 List all other types of occupancies / exposures within 60 feet of the location of risk: other residential homes  
 Is a portion of the building leased to others for business purposes: No  
 Does the applicant own other residential units in the building that are rented to others: No  
 Liability rating base: Annual Sales  
 Liability rating base amount: 25000

**COVERAGES - ALL LOCATIONS:**

Desired coverage effective date: 04-04-2019  
 Deductible: 1,000  
 Loss of Income and Extra Expense: Actual Loss Sustained - 12 Months  
 Business Liability (per occurrence): 2,000,000  
 Damages to Premises Rented to You: 300,000  
 Medical Expenses: 5,000  
 Number of active owners or partners: 1  
 Number of employees (including part-time, temporary, seasonal, and leased employees; excluding owners, partners, corporate officers, and directors): 0

**OPTIONAL COVERAGES:**

**Additional Coverages**  
 Accounts Receivable (On Premises): Yes  
 Amount included (On Premises): \$10,000  
 Loc 1: 1  
 Amount needed (On Premises): 10,000  
 Back-up of Sewer or Drain: Yes  
 Amount included: \$15,000  
 Loc 1: 1  
 Personal property limit: 15,000  
 Computer Property: Yes  
 Amount included for Computer Hardware / Software: \$25,000  
 Amount included for Loss of Income and Extra Expense: \$25,000  
 Deductible: 500  
 Amount needed for Computer Hardware / Software: 25,000  
 Amount needed for Loss of Income and Extra Expense: 25,000  
 Dependent Property - Loss of Income: Yes  
 Amount included: \$5,000  
 Amount needed: 5,000  
 Employee Dishonesty: Yes  
 Amount included: \$10,000  
 Deductible: 250  
 Amount needed: 10,000  
 Money and Securities: Yes  
 Amount included (On Premises): \$10,000  
 Amount included (Off Premises): \$5,000  
 Deductible: 250  
 Loc 1: 1  
 Amount needed (On Premises): 10,000  
 Amount needed (Off Premises): 5,000  
 Outdoor Property: Yes  
 Amount included: \$5,000  
 Loc 1: 1  
 Amount needed: 5,000  
 Personal Property Off Premises: Yes  
 Amount included: \$15,000  
 Amount needed: 15,000

Customer Copy

Property Of Others (applies only to those premises provided Coverage B - Business Personal Property): Yes  
 Amount Included: \$2,500  
 Loc 1: 1  
 Amount needed: 2,500  
 Seasonal Increase - Business Personal Property: Yes  
 Amount Included: 25%  
 Loc 1: 1  
 Seasonal Increase percentage limit: 25%  
 Signs: Yes  
 Amount Included: \$10,000  
 Loc 1: 1  
 Amount needed: 10,000  
 Spoilage (applies only to those premises provided Coverage B - Business Personal Property) On Premises: Yes  
 Amount Included (On Premises): \$15,000  
 Loc 1: 1  
 Amount needed: 15,000  
 Utility Interruption - Loss of Income: Yes  
 Amount Included: \$10,000  
 Amount needed: 10,000  
 Valuable Papers and Records (On Premises): Yes  
 Amount Included (On Premises): \$10,000  
 Loc 1: 1  
 Amount needed (On Premises): 10,000

**ADDITIONAL ENDORSEMENTS:**  
 Additional premium not rated by the system: 140.00  
 Attached Inland Marine: Yes  
 Description: mobile equipment  
 Coverage amount: 10,000  
 Deductible: 500

**CUSTOMIZE QUOTE:**

**QUOTE RESULTS:**  
 Application taken date: 03-19-2019  
 Base Policy Contract (BPC): Food Shop Policy  
 Location 1: 1  
 Territory Zone: 28 Subzone: 02

**Quote Results**

	<u>Limit</u>	<u>Premium</u>
<b>Coverages</b>		
Coverage B - Business Personal Property	1,000 - Replacement Cost	130.00
Loss Of Income And Extra Expense	Actual Loss Sustained - 12 Months	
Coverage L - Business Liability - Per Occurrence	2,000,000	
Coverage L - Business Liability - Annual Aggregate Limit	4,000,000	195.00
Products / Completed Operations Liability - Annual Aggregate	4,000,000	
Damage to Premises Rented to You	300,000	
Coverage M - Medical Expenses	5,000	
<b>Policy Deductibles</b>		
Basic Deductible	1,000	
Employee Dishonesty	250	
Equipment Breakdown	1,000	
Inland Marine Computer Property Form	500	
Money and Securities	250	
<b>Discounts and Charges</b>		
Business In Residence Premises		(82.00)

## Customer Copy

MN Fire Safety Schg			1.38
<b>Extensions of Coverage</b>			
Accounts Receivable (Off Premises)		5,000	
Accounts Receivable (On Premises)		10,000	
Arson Reward		5,000	
Back-Up of Sewer or Drain		15,000	
Collapse		Included	
Damage To Non-Owned Buildings From Theft, Burglary Or Robbery		Coverage B Limit	
Debris Removal		25% of covered loss	
Dependent Property - Loss of Income		5,000	
Employee Dishonesty		10,000	
Equipment Breakdown		Included	
Fire Department Service Charge		5,000	
Fire Extinguisher Systems Recharge Expense		5,000	
Food Contamination Additional Advertising Expenses		3,000	
Food Contamination Per Occurrence		10,000	
Forgery Or Alteration		10,000	
Glass Expenses		Included	
Inland Marine Computer Property Form		25,000	
Inland Marine Computer Property Loss of Income / Extra Expense		25,000	
Money And Securities (Off Premises)		5,000	
Money And Securities (On Premises)		10,000	
Money Orders And Counterfeit Money		1,000	
Newly Acquired Business Personal Property (applies only if this policy provides Coverage B - Business Personal Property)		100,000	
Newly Acquired Or Constructed Buildings (applies only if this policy provides Coverage A - Buildings)		250,000	
Ordinance Or Law - Equipment Coverage		Included	
Outdoor Property		5,000	
Personal Effects (applies only to those premises provided Coverage B - Business Personal Property)		2,500	
Personal Property Off Premises		15,000	
Pollutant Clean Up And Removal		10,000	
Preservation Of Property		30 Days	
Property Of Others (applies only to those premises provided Coverage B - Business Personal Property)		2,500	
Seasonal Increase - Business Personal Property		25%	
Signs		10,000	
Spoilage (applies only to those premises provided Coverage B - Business Personal Property) Expediting Expenses		1,000	
Spoilage (applies only to those premises provided Coverage B - Business Personal Property) Off Premises		5,000	
Spoilage (applies only to those premises provided Coverage B - Business Personal Property) On Premises		15,000	
Utility Interruption - Loss of Income		10,000	
Valuable Papers and Records (Off Premises)		5,000	
Valuable Papers and Records (On Premises)		10,000	
Water Damage, Other Liquids, Powder Or Molten Material Damage		Included	
<b>Additional Annual Premium</b>		<b>140.00</b>	
<b>Total Annual Premium</b>		<b>384.38</b>	
<b>Monthly Premium (Service charge not included)</b>		<b>32.03</b>	

This is a sample quote that contains only a general description of some available coverages and limits with an approximate premium, subject to eligibility. It is not a contract, binder of coverage or coverage recommendation. All coverages are subject to the terms, provisions, exclusions, and

Customer Copy

conditions in the policy and its endorsements. If information used for rating changes or different rates are effective at the time of policy issuance, this rate quote may be revised. If you have any questions, please contact my office.

ADDITIONAL INTERESTS:

DOCUMENTS/PHOTOS:

Location 1: 1	Unattached - required	Explanation
Attached		
Front Photo		
Back Photo		
inland marine		

BIND:

Bind application: Yes  
 Desired coverage effective date: 04-04-2019  
 Application taken date: 03-19-2019  
 Application taken time: 01:42 PM  
 Premises inspected on: 04-03-2019  
 Premises inspected by: Brian

BILLING PAYMENT:

Minimum amount due: 384.38  
 Total annual premium: 384.38  
 Payment Options - Billing Information:  
 Put application on SFPP: Yes  
 If yes, is the insured replacing an existing policy that should remain on the same SFPP account: No  
 Total annual premium: 384.38  
 Amount paid: 0.00  
 Balance due: 0.00

DISCLOSURES:

Underwriting Confirmation Statement.....

Coverage is not provided until this application is approved by State Farm's Underwriting Department.

Regarding Your Coverage Amount.....

It is up to you to choose the coverages and limits that meet your needs. We recommend that you purchase a coverage limit equal to the estimated replacement cost of your building. Replacement cost estimates are available from building contractors and replacement cost appraisers, or, your agent can provide an estimate from Xactware, Inc.® using information you provide about your building. We can accept the type of estimate you choose as long as it provides reasonable level of detail about your building. State Farm does not guarantee that any estimate will be the actual future cost to rebuild your building. Higher limits are available at higher premiums. Lower limits are also available, which if selected may make certain coverages unavailable to you. We encourage you to periodically review your coverages and limits with your agent and to notify us of any changes or additions to your building.

Application Acknowledgement Statement.....

By submission of this application, you agree that: (1) You have read this application, (2) your statements on this application are correct, (3) the coverages, including options and endorsements, and the amounts of coverage on this application are those chosen by you, and (4) the premium charged must comply with State Farm's rules and rates and may be revised.

**Customer Copy**

**NOTICE CONCERNING POLICYHOLDER RIGHTS IN AN INSOLVENCY UNDER THE  
MINNESOTA INSURANCE GUARANTY ASSOCIATION LAW**

The financial strength of your insurer is one of the most important things for you to consider when determining from whom to purchase a property or liability insurance policy. It is your best assurance that you will receive the protection for which you purchased the policy. If your insurer becomes insolvent, you may have protection from the Minnesota Insurance Guaranty Association as described below but to the extent that your policy is not protected by the Minnesota Insurance Guaranty Association or if it exceeds the guaranty association's limits, you will only have the assets, if any, of the insolvent insurer to satisfy your claim.

Residents of Minnesota who purchase property and casualty or liability insurance from insurance companies licensed to do business in Minnesota are protected, SUBJECT TO LIMITS AND EXCLUSIONS, in the event the insurer becomes insolvent. This protection is provided by the Minnesota Insurance Guaranty Association.

Minnesota Insurance Guaranty Association  
4640 West 77th Street, Suite 342  
Edina, Minnesota 55435  
(952) 831-1908

The maximum amount that the Minnesota Insurance Guaranty Association will pay in regard to a claim under all policies issued by the same insurer is limited to \$300,000. This limit does not apply to worker's compensation insurance. Protection by the guaranty association is subject to other substantial limitations and exclusions. If your claim exceeds the guaranty association's limits you may still recover a part or all of the amount from the proceeds from the liquidation of the insolvent insurer, if any exist. Funds to pay claims may not be immediately available. The guaranty association assesses insurers licensed to sell property and casualty or liability insurance in Minnesota after the insolvency occurs. Claims are paid from the assessment.

**THE PROTECTION PROVIDED BY THE GUARANTY ASSOCIATION IS NOT A SUBSTITUTE FOR USING CARE IN SELECTING INSURANCE COMPANIES THAT ARE WELL MANAGED AND FINANCIALLY STABLE. IN SELECTING AN INSURANCE COMPANY OR POLICY, YOU SHOULD NOT RELY ON PROTECTION BY THE GUARANTY ASSOCIATION.**

**THIS NOTICE IS REQUIRED BY MINNESOTA STATE LAW TO ADVISE POLICYHOLDERS OF PROPERTY AND CASUALTY POLICIES OF THEIR RIGHTS IN THE EVENT THEIR INSURANCE CARRIER BECOMES INSOLVENT. THIS NOTICE IN NO WAY IMPLIES THAT THE COMPANY CURRENTLY HAS ANY TYPE OF FINANCIAL PROBLEMS. ALL PROPERTY AND CASUALTY INSURANCE POLICIES ARE REQUIRED TO PROVIDE THIS NOTICE.**

**ORDINANCE NO. 1429**

**AN ORDINANCE OF THE CITY OF WILLMAR, MINNESOTA ENACTING A NEW DIVISION 3, MOBILE FOOD UNITS, IN CHAPTER 8, LICENSES, PERMITS AND BUSINESS REGULATIONS; ARTICLE III, FOOD SERVICE ESTABLISHMENTS, AND ENACTING A NEW ARTICLE X, SUSPENSION OR REVOCATION OF BUSINESS PERMITS AND LICENSES**

The City Council of the City of Willmar hereby ordains as follows:

Section 1. ADOPTION OF NEW DIVISION 3, ARTICLE III, CHAPTER 8. The City hereby adopts a new Division 3 within Chapter 8, Licenses, Permits and Business Regulations; Article III, Food Service Establishments, as follows:

**DIVISION 3. – MOBILE FOOD UNITS**

**Sec. 8-156. – Purpose.**

This ordinance is intended to permit the reasonable use of mobile food units while preventing any adverse consequences to residents, businesses and public property.

**Sec. 8-157 – Definitions.**

*Mobile food unit* means (1) a self-contained food service operation, located in a motorized wheeled or towed vehicle that is readily movable without disassembling and that is used to store, prepare, display, or serve food intended for individual portion service; or (2) a mobile food unit as defined in Minn. Stat. § 157.15, subd. 9.

**Sec. 8-158. – License and Permit Required.**

It is unlawful for any person to operate a mobile food unit in the city without first obtaining a license from Kandiyohi County or the State of Minnesota, and a permit issued by the city under this Division.

**Sec. 8-159. – Exemptions.**

- (a) Community events approved and licensed or permitted by the city council shall be exempted from the provisions of this ordinance provided that participating vendors are covered by the event license or permit and are otherwise compliant with the Minnesota Department of Health standards.
- (b) Mobile food units serving ice cream and/or similar frozen snacks are allowed to operate within the public right-of-way in any residential zoning districts and do not require a City-issued permit under this Division.

(c) A mobile food unit may operate in a private commercial or industrial parking lot and on private residential property, with the written consent of the private property owner, without a City-issued permit under this Division.

**Sec. 8-160. – Permit Types.**

(a) There shall be two types of mobile food permits, as follows:

(1) A limited permit allows mobile food unit operations in the city for up to seven (7) consecutive days.

(2) An unlimited annual permit allows mobile food unit operations in the city for any number of days during a calendar year. All unlimited annual permits shall expire on December 31 following the date of issue.

(b) *Permit fees.* Fees for both limited and unlimited annual permits are determined in the city's fee schedule, as adopted and updated from time to time by resolution.

**Sec. 8-161. – Permit Applications.**

An application for a mobile food unit permit shall be filed, along with the required fee, with the city clerk. The application shall be made on a form approved by the city and shall contain information requested by the city, including, but not limited to, the following:

(a) A copy of each related license issued by Kandiyohi County or the State of Minnesota Department of Health required to operate a mobile food unit.

(b) A certificate evidencing the insurance coverages consistent with the requirements of Section 8-162.

(c) A site plan that includes: number of off-street parking spaces; description of food truck; and location on the site where the food truck/trailer will set up.

(d) If applying only for a temporary permit, the applicant must provide the exact dates and locations for each day up to seven (7) days of proposed mobile food unit operations.

**Sec. 8-162. – Insurance.**

(a) No permit shall be granted, nor be effective, until the applicant files with the city a certificate of insurance by an insurance company authorized to do business in the State of Minnesota, evidencing the following forms of insurance:

(1) Commercial general liability insurance, with a limit of not less than one million five hundred thousand dollars (\$1, 500,000) each occurrence. If such insurance contains an annual aggregate limit, the annual aggregate limit shall be not less than two million dollars (\$2,000,000);

- (2) Automobile liability insurance with a limit of not less than two million dollars (\$2,000,000) combined single limit. The insurance shall cover liability arising out of any auto, including owned, hired, and non-owned vehicles;
  - (3) Food products liability insurance, with a limit of not less than one million dollars (\$1,000,000) each occurrence;
  - (4) Public liability insurance, with a limit of not less than one million dollars (\$1,000,000) each occurrence;
  - (5) Property damage insurance, with a limit of not less than one million dollars (\$1,000,000) each occurrence;
  - (6) Workers compensation insurance (statutory limits) or evidence of exemption from state law; and
  - (7) The city shall be endorsed as an additional insured on the certificate of insurance and any umbrella/excess insurance if the applicant intends to operate its mobile food unit on public property.
- (b) Permittees may achieve the insurance limits and coverage required in this Section through a combination of primary and excess or umbrella liability insurance, provided such primary and excess or umbrella liability insurance policies result in the same or greater coverage as the coverages specifically required under this Section, and in no event shall any excess or umbrella liability insurance provide narrower coverage than the primary policy. The excess or umbrella policy shall not require the exhaustion of the underlying limits only through the actual payment by the underlying insurers.
  - (c) The Certificate of Insurance shall state that the insurance has been endorsed to require that the city be notified ten (10) days in advance of cancellation of the policy or a material modification of a coverage term.

**Sec. 8-163. – Conditions of Permit.**

A mobile food unit may only operate as set forth in the following:

- (a) *Locations.* A mobile food unit may only operate in the locations set forth in this paragraph and as specified in the permit. A mobile food unit may only operate on private property in any non-residential zoning district, with the written consent of the owner of such property, in a city park, or on city-owned property and rights-of-way adjacent to city parks or within any non-residential zoning district, with the prior written approval by the city and as specified in the permit and any additional park or other permits which may apply to such operations. The city clerk shall maintain an official map showing permitted locations as defined by this Article.
- (b) *Performance Standards.* A mobile food unit permit holder is subject to the following performance standards:
  - (1) A mobile food unit with an unlimited annual permit may not operate on the same property more than twenty-one (21) days during any calendar year.

- (2) A mobile food unit permit holder shall operate in strict compliance with the laws, rules and regulations of the United States, State of Minnesota, Kandiyohi County, and the City of Willmar, including parking regulations, and posted signs.
- (3) Only food and non-alcoholic beverages shall be sold.
- (4) Electrical cords and hookups to public utilities are not permitted.
- (5) A mobile food unit must provide an independent power supply that is screened from public view, if not part of the vehicle, and not to exceed 70 db's.
- (6) A mobile food unit must dispose of its gray water daily in accordance with the City Code and all applicable laws. Gray water shall not under any circumstances be drained or discharged into City storm water drains or disposed of in public trash cans.
- (7) A mobile food unit shall provide and maintain at least one clearly designated waste container for customer use per each mobile food unit located within five (5) feet of the unit. Operator is responsible for daily removal of trash, litter, recycling and refuse.
- (8) Mobile food units shall not operate before 7:00 a.m. or after 11:00 p.m. in non-residential areas of the city, and not before 8:00 a.m. or after 8:00 p.m. in residential zones immediately adjacent to designated parks (as shown on map attached to this Ordinance as Appendix 1), and must not create any unnecessary noise disturbances or disrupt, obstruct or interfere with customer or public vehicular or pedestrian traffic or safety in any way.
- (9) Proof of Department of Health or Kandiyohi County licensing must be provided and posted on the mobile food unit.
- (10) A mobile food unit must comply with the National Fire Protection Association's Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations.
- (11) One "A" frame sign not exceeding twelve (12) square feet per side is permitted during operation, not to impede on vehicular or pedestrian traffic.
- (12) Mobile food units cannot locate within three hundred (300') feet from the perimeter of any pre-approved festival, sporting event or civic event unless a license is issued to be part of the festival or event.
- (13) A mobile food unit must not occupy more than three (3) parking spots.
- (14) The mobile food unit may have a maximum bumper to bumper length of no more than 40 feet, and be not wider than 8 feet. The vehicle shall be self-powered, i.e. no electrical cord(s) shall be laid across any city street or sidewalk. The vehicle shall not be left on city property after the daily hours of operation, except as otherwise provided by city code pertaining to vehicle parking.
- (15) Mobile food units may not operate in city-owned parking lots, except those parking lots adjacent to or inside a city park with the approval of the city.

- (16) Mobile food unit sites shall be kept in a neat and orderly manner, and shall provide trash and/or recycling collection and cleanup. The mobile food unit shall keep the area surrounding the mobile food unit in a sanitary condition. The mobile food unit shall be responsible for a) collecting any visible trash or other debris from mobile food unit operations within a 100 feet circumference of the mobile food unit, which patrons have not properly disposed of; and b) removing the trash container and its contents at the end of the daily hours of operation and properly disposing of the same.
  - (17) A mobile food unit with a Type I cooking hood shall have said hood cleaned at least annually as required by applicable regulations.
  - (18) A mobile food unit with a fire suppression system under the cooking hood shall have the system tested and tagged in accordance with applicable codes.
  - (19) A mobile food unit must have at least one (1) 2A:20BC fire extinguisher in the mobile food unit. If deep frying occurs in the mobile food unit, then the mobile food unit must have at least one (1) Class K fire extinguisher in the mobile food unit. Each fire extinguisher must display an inspection tag dated within the past 12 months.
  - (20) Propane tanks must be attached or secured to the mobile food unit and must be adequately ventilated.
  - (21) Mobile food units cannot obstruct the movement of pedestrians or vehicles or pose a hazard to public safety.
  - (22) Mobile food units shall be allowed to set up 1 hour prior to conducting food vending and shall exit from the site within 1 hour of the close of conducting business. The Permittee shall ensure that the site is free of refuse and debris prior to exiting the site.
  - (23) An out of service mobile food unit shall not be stored in a front yard or side street yard or driveway of a residential property. An out of service mobile food unit shall be parked and stored in accordance with the City Code and applicable laws.
  - (24) Free-standing food tents, not associated with a mobile food unit, are not allowed on city-owned property unless they have obtained a special event or street fair permit, or if they are operating through an organization that has already obtained such permit.
- (c) *Permit Non-transferable.* A mobile food unit permit is non-transferable. Proof of permit shall be displayed at all times in the mobile food unit.
- (d) *Practices Prohibited.* It is unlawful for any person engaged in business of a mobile food unit operation to do the following:
- (1) Call attention to themselves by crying out, blowing a horn, ringing a bell, and playing music or other noise discernable beyond the unit.
  - (2) Leave the mobile food unit at an authorized location outside allowed hours of operation.

- (3) Operate or travel in or on public sidewalks, trails or right-of-way except as authorized in the permit.
- (4) Obstruct the ingress or egress from property or buildings.
- (5) Conduct business in any manner as to create a threat to the health, safety, and welfare of a specific individual or the general public, or fail to obey a lawful order of law enforcement or licensing or permitting authority.

**Sec. 8-164. – Enforcement.**

A permit may be suspended, revoked, or denied for renewal for any violations of this Code or conditions of any permit. Any violation of this Division or provisions of any permit shall be a misdemeanor.

**Secs. 8-165—8-175. - Reserved.**

Section 2. ADOPTION OF NEW ARTICLE X, CHAPTER 8. The City hereby adopts a new Article X, Suspension or Revocation of Permit or License, within Chapter 8, Licenses, Permits and Business Regulations, as follows:

**ARTICLE X. –SUSPENSION OR REVOCATION OF PERMIT OR LICENSE.**

**Sec. 8-351. –Suspension or Revocation of Permit or License; Right to Appeal.**

- (a) Every permit or license required under this Chapter shall be subject to suspension or revocation.
- (b) To the extent that the provisions of this Article are not inconsistent with other provisions of this Chapter or with state law, the procedures established in this Article for suspension or revocation of a permit or license required under this Chapter shall govern.
- (c) A permit or license shall only be revoked for cause. For the purposes of this Article, cause for revocation or suspension shall mean:
  - (1) A situation or event which would lead a reasonable person to believe that continuance of the activity which produced the situation or event might adversely affect the morals, health, safety or welfare of one or more members of the public;
  - (2) A violation of the terms or conditions of the permit or license or of the law applicable to the activity for which the permit or license was issued;
  - (3) Material inaccuracies in any application materials, reports or other information submitted to the City regarding the activity for which the permit or license was issued;
  - (4) Fraud practiced upon the City; or
  - (5) Conviction of a crime related to the activity for which the permit or license was issued.

- (d) A permit or license may not be revoked without providing the permittee or licensee an opportunity to be heard on the issue by the city council in a public hearing pursuant to Section 8-352.

**Sec. 8-352. –Suspension or Revocation by City Council; Hearing.**

Whenever any city official takes action to revoke or suspend a permit or license required under this chapter, and a process to appeal or seek review of such decision to the city council is not otherwise provided, the permittee or licensee shall have the right to be heard on the issue by the city council in a public hearing pursuant to the following procedure:

- (a) A notice of suspension or revocation shall be prepared by the city clerk. The notice shall state the following:
  - (1) the cause for suspension or revocation;
  - (2) that the permittee or licensee is entitled to a public hearing before the city council if a written request for such a hearing is submitted to the city clerk within five (5) business days after service of the notice;
  - (3) that a hearing will be set, if requested, for a date, time and place;
  - (4) that the permittee or licensee will be informed of the date, time and place of the hearing, if requested; and
  - (5) that failure to request a hearing will result in the suspension or revocation of the license.
- (b) The notice shall be served on the permittee or licensee in person or by certified mail, return receipt requested.
- (c) If requested, a public hearing on the suspension or revocation of a permit or license shall be held at a regular or special meeting of the city council. The presiding officer shall make a statement as to the reason for the hearing and make every reasonable effort to ensure a fair and full presentation of the facts and arguments by the licensee and the city and representatives or counsel for each.
- (d) When the public hearing is closed, the presiding officer shall advise the council that any decision to suspend or revoke must be made for cause as defined in this Article.
- (e) A decision shall be made by the city council within a reasonable time and not more than 20 days after the day the public hearing is closed and promptly communicated to the permittee or licensee in writing.

Section 4. EFFECTIVE DATE. This ordinance shall be effective from and after its adoption and second publication.

This Ordinance introduced by Council Member: Schwantes

This Ordinance introduced on: September 17, 2018

This Ordinance published on: September 21, 2018

This Ordinance given a hearing on: October 1, 2018

This Ordinance adopted on: October 1, 2018

This Ordinance published on: October 5, 2018



**CITY OF WILLMAR**  
**MOBILE FOOD UNIT**  
**PERMIT APPLICATION**  
 Limited Fee \$50  
 Unlimited Annual Fee \$150

City of Willmar  
 333 SW 6th Street  
 Willmar, MN 56201  
 320-235-4913  
[www.willmar.mn.gov](http://www.willmar.mn.gov)

**(All information requested is required.)**

**BUSINESS INFORMATION**

Name of Truck/Trailer: \_\_\_\_\_

DBA Name (if different): \_\_\_\_\_

License Plate #: \_\_\_\_\_ Truck/Trailer Size: \_\_\_\_\_

Federal ID #: \_\_\_\_\_ MN Tax ID#: \_\_\_\_\_

Business Owner(s) Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Cell Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

See attached Ordinance for information related to food truck/trailer operation in the City of Willmar.

\*If applying for a Limited License (7 consecutive days or less) provide the requested dates of operations \_\_\_\_\_ to \_\_\_\_\_ and site plan that includes: number of off-street parking spaces; and location on the site where the food truck/trailer will set up.

**Required Submittals:**

- A copy of each related license or permit issued by Kandiyohi County and the State of MN required to operate a mobile food unit.
- A Certificate of Liability Insurance (see specific requirements in attached Ordinance)
- A Certificate of Compliance Minnesota Workers' Compensation Law form.

**NOTICES AND AUTHORIZATIONS:**

No work shall be done under this permit until the insurance policies have been filed and approved by the City of Willmar. Failure to supply this information may jeopardize or delay the processing of your permit issuance or renewal application.

I hereby submit this application for a Mobile Food Unit permit in accordance with the provisions stated in the ordinances of the City of Willmar. This permit shall expire on December 31, following the date of issue.

Signature of Applicant \_\_\_\_\_ Name (printed) \_\_\_\_\_ Date \_\_\_\_\_

FEE PAID _____	PERMIT _____	APPROVAL _____	Initials _____	Date _____
AMOUNT _____	DATE _____	POLICE CHIEF _____	_____	_____
RECEIPT NO. _____	_____	CITY ENGINEER _____	_____	_____
CERT OF INS. REC'D _____	_____	CITY CLERK _____	_____	_____

## CHAPTER 6: OTHER BUSINESS REGULATION AND LICENSING

### 6.22 Food Wagons

#### Subd 1. Purpose

The purpose of this section is to regulate the operations of "Food Wagons" within the City of Hallock.

#### Subd 2. Definition

Food Wagon shall be defined as any vehicle, stand, or device used for the purpose of selling food and/or drink ready to be consumed while parked on private property, public property, or right of way.

#### Subd 3. License Required

It is unlawful for any person to operate a Food Wagon without a license from the City. Operations meeting the definition of a Food Wagon and operating under a valid Food Wagon license do not need a peddler's license under Chapter 6, Section 6.20 of the City Code.

#### Subd 4. License Issuance Fee and Display

Licenses, including number and dates for which issued, shall be plainly visible on the outside of the food wagon. Licenses may be issued on an annual or per event basis. Applications shall be submitted on the form prescribed by the City.

#### Subd 5. Indemnification

Before a food wagon license is issued by the City, the licensee shall execute and deliver to the City Administrator, on a form prescribed by the City, an Indemnification Agreement holding the City harmless for any personal injury or property damage resulting from operation of the food wagon.

#### Subd 6. Restrictions

- A. Food wagons shall be allowed only at approved locations within the City and shall not travel from point to point around the City, unless specifically authorized to do so by Council action.
- B. No food wagon shall be allowed to dispense food on public property when there is a permit issued for another food or similar wagon in association with an organized and permitted event, festival, celebration or tournament at the same location, except when multiple permits are expressly issued by Council action.
- C. A person operating a food wagon may apply for and receive an annual license for different sites in the City at various times throughout the license period, provided that the food wagon is only operating in one site at a time and provided that the operator notifies the City Administrator's office of the location of the food wagon in advance of each specific time that food is sold from the wagon.
- D. The food wagon can operate no more than 15 days annually within city limits unless it is operated at the site of and in conjunction with a permanent food business licensed under MN Statutes, Chapter 157, Chapter 28A, or successor statutes as renumbered or revised.

#### Subd 7. Food Wagon Regulations

- A. No food shall be sold except directly from the food wagon.

- B. Radios and other audio devices shall be permitted only inside the food wagon. No music or noise shall be permitted that is audible 30 feet from the food wagon. No amplification device shall be permitted on the exterior of any food wagon.
- C. Food wagon sales shall be permitted only between the hours of sunrise and 10 pm, unless the City Council gives express permission to deviate from these hours.
- D. Food Wagons are prohibited from using utilities without obtaining permission from the property owner or agent. Cabling, hoses, and other instruments used to obtain utility service must be maintained in such a way to maintain the protection and safety of the public. Generators must be self-contained and screened from view.
- E. Food wagon owners shall clean up around their food wagon at the end of each business day.
- F. All food wagons shall be kept in good repair and order and shall have a neat appearance.
- G. There shall be no drainage of liquids allowed from the food wagon onto public property.
- H. No license shall be issued to any food wagon until proof of any appropriate and necessary licensures by the State of Minnesota is provided.
- I. Violation of this ordinance is considered a Misdemeanor under Chapter 6, Section 99 of the City Code.

**Subd 8. Forfeiture and Revocation**

A food wagon license may be revoked or forfeited for violation of any of the provisions of this Section or any other violation of the City Code or other applicable laws and regulations. Food Wagon licenses are not transferrable.

**Subd 9. Council Discretion**

At all time the City Council for the City of Hallock shall maintain sole and exclusive authority for issuance of a permit under this section. The City Council may consider past performance and past adherence to the regulations as promulgated in this section when considering a permit application.

**Subd 10. Effective Date**

This ordinance becomes effective upon passage and publication in the official newspaper.

Passed by the City Council of Hallock on \_\_\_\_\_.

Approved:

Attested:

\_\_\_\_\_  
Dave Treumer, Mayor

\_\_\_\_\_  
Angela Grafstrom, City Administrator

CITY OF HALLOCK  
FOOD TRUCK  
REGISTRATION

**FEE: \$30.00/day or \$250/year**

*PLEASE PRINT ALL INFORMATION CLEARLY*

**BUSINESS INFORMATION:**

COMPANY NAME \_\_\_\_\_ TRUCK/TRAILER SIZE: \_\_\_\_\_

ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_

EMAIL \_\_\_\_\_ WEBSITE \_\_\_\_\_

NATURE OF BUSINESS\ITEMS TO BE SOLD \_\_\_\_\_

DATES OF OPERATION IN THE CITY OF HALLOCK (NOT TO EXCEED 15 DAYS PER CALENDAR YEAR)

\_\_\_\_\_

**CONTACT PERSON:**

NAME \_\_\_\_\_ PHONE \_\_\_\_\_

ADDRESS (IF DIFFERENT FROM ABOVE) \_\_\_\_\_

EMAIL (IF DIFFERENT FROM ABOVE) \_\_\_\_\_

\_\_\_\_\_

**DOCUMENTS REQUIRED:**

- COPY OF MIN DEPARTMENT HEALTH PERMIT
- CERTIFICATE OF LIABILITY INSURANCE
- WRITTEN APPROVAL FROM PROPERTY OWNER
- SITE PLAN THAT INCLUDES LOCATION ON THE SITE WHERE THE FOOD TRUCK WILL BE SET UP.

Submit this form, fees, and all required documents to:

CITY OF HALLOCK  
PO BOX 336  
HALLOCK, MN 56728  
218-843-2737

"The City of Hallock is an equal opportunity employer and provider."

**CITY OF HALLOCK  
FOOD TRUCK  
REGISTRATION**

INDEMNIFICATION AGREEMENT - The undersigned covenants and agrees to hold harmless and indemnify the City of Hallock, a Minnesota Municipal Corporation, and its representatives from any and all claims, demands, actions, lawsuits, proceedings, liabilities, attorney's fees, losses, costs, and expenses, (collectively referred to as "claims") of any nature, brought by whomever, arising or alleged to arise from the use, operation, and maintenance of its food truck, regardless of any fault, liability, or negligence of the City of Hallock, or any of its representatives.

*Initial* \_\_\_\_\_

I, the undersigned, hereby agree to comply with the City of Hallock requirements pertaining to food trucks/trailers.

*Initial* \_\_\_\_\_

I hereby certify that the information provided herein is true and correct to the best of my knowledge and belief, and the City of Hallock may rely on the accuracy of such information provided in determining whether or not a license should be issued.

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE OF CO-APPLICANT

\_\_\_\_\_  
DATE

**FOR OFFICE USE ONLY**

DATE RECEIVED \_\_\_\_\_

TOTAL FEE RECEIVED \_\_\_\_\_

DATE OF ISSUANCE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

Angela Grafstrom, City Administrator

"The City of Hallock is an equal opportunity employer and provider."

ORDINANCE NO. 767

AN ORDINANCE AMENDING CH. 670 OF CITY OF PRINCETON ORDINANCES, MOBILE FOOD UNITS, PEDDLERS, HAWKERS, SOLICITORS, AND TRANSIENT MERCHANTS

THE CITY COUNCIL OF THE CITY OF PRINCETON, MINNESOTA DOES ORDAIN AS FOLLOWS: ~~(strikeouts indicate deletions, bold indicates new matter)~~

\*\*\*\*\*

Chapter 670 – Peddlers, Hawkers, Solicitors, Transient Merchants, and Food Vendors

*Amended 9-11-14 #712, Amended 5-1-17 #750*

**670.01 Purpose.** The purpose of this chapter is to regulate and control the conduct of selling food, goods and merchandise in any manner where the sale or solicitation does not occur within a building, store, or structure or outside of a structure on property owned or leased by a business entity and properly zoned for commercial uses. The purpose of this chapter is also not to regulate sales at craft shows, flea markets, farmer’s market, trade shows, fairs or similar events sponsored by a bone fide civic group, club or organization being held on non-public property. Similar events being held on public municipal property must have the prior permission of the City Council. This chapter does not regulate personal and household effects sold at a “garage” or estate sale held at or in a residential property which is regulated under Ordinance 550.

**670.02 Definitions.** Except as may otherwise be provided or clearly implied by context, all terms shall be given their commonly accepted definitions. For the purpose of this section, the following definitions shall apply.

1. “Door-To-Door Advocacy” - includes door-to-door canvassing and pamphleteering as a method for the dissemination of religious, political and other ideas.

2. “Mobile Food Unit” means a food and beverage service establishment that is a vehicle mounted unit, such as:

a. Motorized or trailered, operating no more than twenty-one (21) days annually at any one place, or operating more than twenty-one (21) days annually at any one place with the approval of the regulatory authority as defined in Minnesota Rules, part 4626.0020, subpart 70; and a self-contained unit, in which food is stored, cooked, and prepared for direct sale to the consumer.

b. Operated in conjunction with a permanent business licensed under Chapter 157 or Chapter 128A of the Minnesota State Statutes at the site of the permanent business by the same individual or company and readily movable, without disassembling, for transport to another location; and a self-contained unit, in which food is stored, cooked, and prepared for direct sale to the consumer.

**c. Food Cart: A food and beverage service establishment that is a non-motorized vehicle self-propelled by the operator.**

**d. Ice Cream novelty Truck: A motor vehicle utilized as the point of retail sales of pre-wrapped or prepackaged ice cream, frozen yogurt, frozen custard, flavored frozen water or similar frozen dessert products.**

3. 2. "Peddler" - a person who goes from house-to-house, door-to-door, business-to-business, street-to-street, or any other type of place-to-place, for the purpose of offering for sale, displaying or exposing for sale, selling or attempting to sell, and delivering immediately upon sale, the goods, wares, products, merchandise or other personal property that the person is carrying or otherwise transporting. The term peddler shall have the same meaning as the term hawk-er.

4. 3. "Person" - any natural individual, group, organization, corporation, partnership or association. As applied to groups, organizations, corporations, partnerships and associations, the term shall include each member, officer, partner, associate, agent or employee.

5. 4. "Regular Business Day" - any day during which the City Hall is normally open for the purpose of conducting public business. Holidays defined by state law shall not be counted as regular business days.

6. 5. "Solicitor" - a person who goes from house-to-house, door-to-door, business-to-business, street-to-street, or any other type of place-to-place, for the purpose of obtaining or attempting to obtain orders for goods, wares, products, merchandise, other personal property or services of which the person may be carrying or transporting samples, or that may be described in a catalog or by other means, and for which delivery or performance shall occur at a later time. The absence of samples or catalogs shall not remove a person from the scope of this section if the actual purpose of the person's activity is to obtain or attempt to obtain orders as discussed above. The term shall have the same meaning as the term "canvasser."

7. 6. "Transient Merchant" - a person who temporarily sets up business to sell or purchase out of a vehicle, trailer, boxcar, tent, hotel/motel, other portable shelter, or empty storefront for the purpose of exposing or displaying for sale, selling or attempting to sell, and delivering, goods, wares, products, merchandise or other personal property, and who does not remain or intend to remain in any one location for more than 14 consecutive days. The purpose of this chapter is also not to regulate sales at craft shows, flea markets, farmer's market, trade shows, fairs or similar events sponsored by a bona fide civic group, club or or-

ganization being held on non-public property. Similar events being held on public municipal property must have the prior permission of the City Council.

8. ~~7.~~"Bone Fide Civic Group, Club or Organization" - A charitable, civic, educational or political organization with offices in the Princeton area and which primarily serves the greater Princeton area with its services.

**Exceptions to Definitions.**

A. For the purpose of the requirements of this Section, the terms **MOBILE FOOD UNIT**, **PEDDLER**, **SOLICITOR**, and **TRANSIENT MERCHANT** shall not apply to any person selling or attempting to sell at wholesale any goods, wares, products, merchandise or other personal property to a retailer of the items being sold by the wholesaler. The terms also shall not apply to any person who is personally known by the person being solicited or who is first contacted by the person being solicited.

B. Persons conducting the type of sales commonly known as garage sales, rummage sales, or estate sales, as well as those persons participating in an organized multi-person bazaar, flea market, farmer's market or festival, shall be exempt from the definitions of **MOBILE FOOD UNIT**, **PEDDLERS**, **SOLICITORS**, and **TRANSIENT MERCHANTS**, as shall any person conducting an auction as a properly licensed auctioneer, or any officer of the court conducting a court-ordered sale. Exemption from the definitions for the scope of this Section shall not excuse any person from complying with any other applicable statutory provision or local ordinance.

C. Nothing in this section prohibits or restricts door-to-door advocacy. Persons engaging in door-to-door advocacy are not required to register as solicitors under section 670.06 of this Section.

**670.03 Licensing; Exemptions. — amended 5-11-17 #750**

A. **City License Required.** Except as otherwise provided for by this section, no person shall conduct business as either a **mobile food unit**, peddler, solicitor or a transient merchant without first obtaining a license from the City. This license is nontransferable.

1. Charitable, Civic, Non Profit, and educational or political organizations with offices in the Princeton area and which primarily serves the greater Princeton area with its services need not be licensed, but are required to register with the City under Subdivision 6 of this section.

2. Mobile food units or transient merchants operating on private property need not be licensed, but are required to register with the City under Subdivision 6 of this section.

**B. Application.** Application for a city license to conduct business as a **mobile food unit**, peddler, solicitor, or transient merchant shall be made sufficiently prior to when the applicant wishes to begin conducting business such that the application can be thoroughly processed. Application for a license shall be made on a form approved by the City Council and available from the office of the City Clerk. All applications shall be signed by the applicant and shall include the following information:

1. Applicant's full legal name and date of birth;
2. All other names under which the applicant conducts business or to which the applicant officially answers;
3. A physical description of the applicant (hair color, eye color, height, weight, and distinguishing marks and features);
4. Full address and telephone number of applicant's permanent residence;
5. Full legal name of any and all business operations owned, managed or operated by applicant, or for which the applicant is an employee or agent;
6. Full address and telephone number of applicant's regular place of business (if any);
7. The type of business for which the applicant is applying for a license and a general description of the items to be sold or services to be provided;
8. Whether the applicant is applying for an annual or daily license;
9. The dates during which the applicant intends to conduct business, and if the applicant is applying for a daily license, the number of days the applicant will be conducting business in the City (~~maximum 14 consecutive days~~);
10. Any and all addresses and telephone numbers where the applicant can be reached while conducting business within the City, including the location where a **mobile food unit** or transient merchant intends to set up business;
11. Written permission of the property owner or the property owner's agent for any property to be used by a **mobile food unit** or transient merchant;
12. A statement as to whether or not the applicant has been convicted within the last five years of any felony, gross misdemeanor, or misdemeanor for violation of any state or federal statute or any local ordinance, other than traffic offenses;
13. A list of the three most recent locations where the applicant has conducted business as a **mobile food unit**, peddler or transient merchant;

14. Proof of any required county, state or federal license;

15. A general description of the items to be sold or services to be provided;

16. The applicant's driver's license number or other acceptable form of identification;

17. The license plate number, registration information and vehicle identification number for any vehicle to be used in conjunction with the licensed business and a description of the vehicle;

18. All additional information deemed necessary and applicable by the City Council.

19. A photocopy of the driver's license for each and every member, officer, partner, associate, agent or employee engaged in the venter activity.

**C. Fee.** All applications for a license under this Section shall be accompanied by the fee established by ordinance.

**D. Procedure.** Upon receipt of the completed application and payment of the license fee, the City Clerk shall determine if the application is complete. An application is determined to be complete only if all required information is provided. If the City Clerk determines that the application is incomplete, the City Clerk shall inform the applicant what required information is missing. If the application is complete, the City Clerk shall order any investigation, including background checks, necessary to verify the information provided with the application. Upon completion of the background check, the City Clerk shall issue the license unless there are grounds for denying the license under Section 670.04 of this Section, in which case the Clerk must deny the license. If the City Clerk denies the license, the applicant must be notified in writing of the decision, the reason for denial, and of the applicant's right to appeal the denial by requesting, within 20 days of receiving notice of rejection, a public hearing before the City Council. The City Council shall hear the appeal within 20 days of the date of the request. The decision of the City Council following the public hearing can be appealed by petitioning the Minnesota Court of Appeals for a Writ of Certiorari.

**E. Duration.** An annual license granted under this Section shall be valid for one calendar year from the date of issue. All other licenses granted under this Section shall be valid only during the time period indicated on the license.

**F. License Exemptions.**

1. No license shall be required of any person going from house-to-house, door-to-door, business-to-business, street-to-street, or other type of place-to-place when the activity is for the purpose of exercising that person's State or Federal Consti-

tutional rights such as the freedom of speech, press, and religion, except that this exemption may be lost if the person's exercise of Constitutional rights is merely incidental to a commercial activity.

2. Professional fundraisers working on behalf of an otherwise exempt person or group shall not be exempt from the licensing requirements of this Section.
3. No license shall be required of any person or group that is a tax-exempt **mobile food unit, peddler, solicitor** or transient merchant. ~~when it operates in an area of the City zoned as a Business District (B-1 through B-3) for one period up to three days in length per calendar year.~~ Registration is still required pursuant to 670.06 of this Section.

4. Any person claiming to be exempt from the licensing or registration requirements of this section shall, when requested, present to the City Clerk proof of qualification for such exemption.

**5. For Community Events, the City will request the sponsoring group to provide contact information and necessary state licenses on Mobile Food units and Transient Merchants to the City Clerk.**

**670.04 License Ineligibility.** The following shall be grounds for denying a license under this Section:

- A. The failure of the applicant to obtain and show proof of having obtained any state or Federal license (if required).
- B. The failure of the applicant to truthfully provide any of the information requested by the City as a part of the application, or the failure to sign the application, or the failure to pay the required fee at the time of application.
- C. The conviction of the applicant within the past five years from the date of application for any violation of any federal or state statute or regulation, or of any local ordinance, which adversely reflects on the person's ability to conduct the business for which the license is being sought in an honest and legal manner. Those violations shall include but not be limited to burglary, theft, larceny, swindling, fraud, unlawful business practices, and any form of actual or threatened physical harm against another person.
- D. ~~The revocation within the past five years of any license issued to the applicant for the purpose of conducting business as a peddler, solicitor or transient merchant.~~ **A person and/or company whose license for a regulated activity was revoked by the city or another governmental body within five years before the application date.**

E. A person and/or company who has been denied a license for regulated activity by the city or another governmental body because of circumstances that occurred within five years before the application date.

F. The Applicant is found to have a bad business reputation. Evidence of a bad business reputation shall include, but not be limited to, the existence of more than three complaints against the applicant with the Better Business Bureau, the Attorney General's Office, or other similar business or consumer rights office or agency, within the preceding 12 months, or three complaints filed against the applicant within the preceding five years.

**670.05 Suspension and Revocation.**

A. Generally. Any license or Certificate of Registration issued under this section may be suspended or revoked at the discretion of the City Council for violation of any of the following:

1. Fraud, misrepresentation or incorrect statements on the application form.
2. Fraud, misrepresentation or false statements made during the course of the licensed activity.
3. Failure to exhibit the license or Certificate of Registration when requested to do so by any prospective customer or city employee.
4. Conviction of any offense for which granting of a license could have been denied under Subdivision 670.04 of this Section.
5. Violation of any provision of this section.

B. **Multiple Persons Under One License.** The suspension or revocation of any license issued for the purpose of authorizing multiple persons to conduct business as **mobile food units**, peddlers, **solicitors**, or transient merchants on behalf of the licensee shall serve as a suspension or revocation of each authorized person's authority to conduct business as a peddler or transient merchant on behalf of the licensee whose license is suspended or revoked.

C. **Notice.** Prior to revoking or suspending any license issued under this Section, the City shall provide the license holder with written notice of the alleged violations and inform the licensee of the right to a hearing on the alleged violation. Notice shall be delivered in person or by mail to the permanent residential address listed on the license application, or if no residential address is listed, to the business address provided on the license application.

D. **Public Hearing.** Upon receiving the notice provided in of this Subdivision, the licensee shall have the right to request a public hearing. If no request for a hearing is re-

ceived by the City Clerk within 10 regular business days following the service of the notice, the City may proceed with the suspension or revocation. For the purpose of mailed notices, service shall be considered complete as of the date the notice is placed in the mail. If a public hearing is requested within the stated timeframe, a hearing shall be scheduled within 20 days from the date of the request. Within three regular business days of the hearing, the City Council shall notify the licensee of its decision.

**E. Emergency.** If, in the discretion of the City Council, imminent harm to the health or safety of the public may occur because of the actions of a **mobile food unit**, peddler, **Solicitor**, or transient merchant licensed under this Section, the City Council may immediately suspend the person's license and provide notice of the right to hold a subsequent public hearing as prescribed in Subparagraph D. of this Subdivision.

**F. Appeals.** Any person whose license is suspended or revoked under this section shall have the right to appeal that decision in court.

**670.06. Registration.** Any person exempt from the licensing requirements of this under Subdivision 670.03 of this Section, shall be required to register with the City. Persons engaging in door-to-door advocacy shall not be required to register. Registration shall be made on the same form required for a license application, but no fee shall be required. Immediately upon completion of the registration form, the City Clerk shall issue to the registrant a Certificate of Registration as proof of the registration. Certificates of Registration are nontransferable.

**670.07. Prohibited Activities.** No **mobile food unit**, peddler, solicitor or transient merchant shall conduct business or otherwise behave in any of the following manners:

- A. Calling attention to the business or items to be sold by means of blowing any horn or whistle, ringing any bell, crying out, or by the use of a loudspeaker system, so as to be unreasonably audible within an enclosed structure.
- B. Obstructing the free flow of either vehicular or pedestrian traffic on any street, alley, sidewalk or other public right-of-way.
- C. Conducting business in a way as to create a threat to the health, safety and welfare of any individual or the general public.
- ~~D. Conducting business before 8:00 a.m. or after 9:00 p.m.~~
- D. Failing to provide proof of identification and license or Certificate of Registration, when requested; or using the license or Certificate of Registration of another person.
- E. Making any false or misleading statements about the product or service being sold, including untrue statements of endorsement. No **mobile food unit**, peddler or transi-

ent merchant shall claim to have the endorsement of the City solely based on the City having issued a license to that person.

F. Remaining on the property of another when requested to leave, or to otherwise conduct business in a manner a reasonable person would find obscene, threatening, intimidating or abusive.

**670.08. Exclusion by Placard.** No peddler, solicitor or transient merchant, unless invited to do so by the property owner or tenant, shall enter the property of another for the purpose of conducting business as a peddler, solicitor or transient merchant when the property is marked with a sign or placard with print of at least 48 point in size stating “No Peddlers,” “No Solicitors,” “No Transient Merchants,” “Peddlers and Solicitors Prohibited,” or other comparable statement. No person other than the property owner or tenant shall remove, deface or otherwise tamper with any sign or placard under this section.

**670.09 Severability.** In the event any portion of this chapter is hereafter declared or held to be invalid, that shall not affect the remaining provisions of this chapter which shall remain in full force and effect.

**670.10 Restrictions**

**A. Transient merchants.**

- 1. Except for those people specified in Chapter 670, a Transient Merchant must clearly display a city issued license.**
- 2. Off-street parking required. No license for a transient merchant shall be issued for sales from any location which does not have sufficient parking for customers or for areas where customer parking would interfere with normal traffic flow.**
- 3. Location near intersection. No transient merchant license shall be issued, and no sales shall take place, if the proposed location for transient merchant sales is within 150 feet of any intersection.**
- 4. Duration of sales. No transient merchant license shall be issued for more than 365 days. At the time of the application for the transient merchant license, the applicant shall state the times within the license period to be used by the applicant.**
- 5. Hours of Transient Merchant operations allowed - 8am to 9pm**
- 6. Operation on public property. The City Council must approve a transient merchant to sell or offer for sale any goods, wares, or merchandise on any public lands or public right-of-way within the city.**
- 7. Operation on private property. No transient merchant shall sell or offer for sale any goods, wares, or merchandise within the city from a stationary**

location on private property at any location where such sales would not be permitted by Chapter 670, and without first registering with the city.

8. The merchandise displayed shall not occupy more than 100 square feet unless approved by council.

9. Overnight storage. No overnight storage of transient merchant equipment or merchandise shall be permitted unless approved by council.

10. Signs. No signage shall violate the provisions of this Code relating to size and number of business signs.

B. Peddlers and solicitors, and non-profits

1. Except for those people specified in Chapter 670, a peddler, solicitor and non-profit must carry the city issued license and a driver's license or state identification card.

2. Hours for unsolicited calls are limited to Monday through Saturday, 10:00 am to 6:00 p.m.

3. Only one peddler, solicitor or Non-profit shall approach each residence and no one from the same company can approach the same residence again unless invited back by the resident.

4. The license is not transferable to another person.

5. Must not conduct business in a manner that creates a health or safety hazard.

6. Must conduct business in a reasonably courteous manner at all times, must not engage in offensive, obscene, or abusive language, must not push open a door not opened by an occupant, must not place any portion of a person's body through an opened doorway without the invitation of an occupant, and must not physically attempt to stop an occupant from closing a door.

7. Must immediately leave private property when requested to do so by an occupant and must leave immediately upon completion of a transaction or an unsuccessful attempt to contact the occupant.

8. When entering onto a residential property go directly to the most visible door of the house, unless there is an adult present outside of the house or in an open garage.

9. A person conducting business shall not make untrue statements to the people contacted regarding the purpose of the contact, orders placed by the neighbors, or the goods or services offered.

10. Must not make statements to the people contacted indicating or implying city endorsement of their activities or products by the city.

11. No shouting, blowing a horn, ringing a bell, or use any sound devices upon any of the streets, alleys, parks, or other public places of the city or upon any private premises in the city.

D. For mobile food units

1. State License. Mobile food units shall hold a valid license from the State of Minnesota Department of Health or Department of Agriculture. Any conditions of the State Health Department shall be incorporated into the license issued under this Section, in addition to any other conditions by the City of Princeton.

2. Insurance. A certificate of insurance evidencing the following forms of insurance:

I. Commercial General Liability insurance, including Products and Completed Operations coverage, with a limit of not less than one million dollars (\$1,000,000) each occurrence/two million dollars (\$2,000,000) aggregate.

II. Automobile liability insurance with a limit of not less than one million dollars (\$1,000,000) combined single limit.

III. The City of Princeton shall be named as an additional insured and provided a certificate of insurance.

3. Hold harmless. A mobile food unit operating on city property, including public right-of-way, must submit a signed statement that the license shall hold harmless the city and its officers and employees, and shall indemnify the city and its officers and employees for any claims for damage to property or injury to persons which may be occasioned by any activity carried on under the terms of the license.

4. Duration of sales. An annual license shall be valid for one year but the mobile food unit can't operate in, or in front of, the same location for more than 21 days each year within the City of Princeton

5. Overnight storage. No overnight storage of a mobile food unit shall be permitted unless approved by council.

6. Signs. No signage shall violate the provisions of this Code relating to size and number of business signs.

7. Noise. No shouting, blowing a horn, ringing a bell, or use of any sound devices upon any of the streets, alleys, parks, or other public places of the city or upon any private premises in the city. Ice cream trucks traveling through a residential district may have outdoor music or noise-making devices to announce their presence.
8. Parking. Mobile food units must be located on a paved surface. A mobile food unit may not operate in a traffic lane, on a sidewalk, or in any location which causes an obstruction of traffic, such as queuing of patrons or advancement of vehicles. A mobile food unit may operate on eligible public streets and occupy no more than two parking spaces. No parking or sales shall take place within 60 feet of an intersection of two or more streets, within 30 feet of a driveway that enters a public street.
9. Hours of operation shall be allowed from 8:00 am to 9pm, except in a residential district in which sales shall be allowed from 10:00 am to 8:00 pm.
10. Waste Disposal. Mobile food units shall provide waste disposal and clean up all litter and garbage generated by the mobile food unit before moving from the location.
11. Self-Containment. Mobile food units can't connect to public utilities. Any generators must be self-contained.
12. Inspections. Mobile food units shall comply with all applicable Fire Codes and may be inspected by a City Fire Official prior to operation.
13. Locations. Mobile food units shall be allowed in public right-of-way only in zoning districts where retail sales are allowed as permitted or special uses under the city's zoning code. Except that mobile food units may be located on privately owned property in the Commercial, Industrial, and Downtown zoning areas of the city with registration with the City.
14. City parks. Mobile food units are allowed in city parks, with the exception of Mark Park, which requires City Council approval.
15. Mobile food units may not provide external seating unless located in an industrial zoning district.
16. Ice cream novelty trucks are allowed to operate within the public right-of-way in residential districts.
17. Mobile Food Units are prohibited from vending activities within 500 feet of an Community event unless they are specifically authorized by the event organizer to participate in the event.

18. Mobile Food Units may not be located within 200 feet of any same or similar food establishment as measured from the Mobile Food Unit to the food service building.

**670.99. Enforcement and Penalties.**

A. It shall be the duty of the Princeton Police Department to require any person observed in a **mobile food unit**, peddling, hawking, or soliciting, and who is not known by such officer to have obtained a license hereunder, to produce said license and to enforce the provisions of this ordinance against person found to be violating the same.

B. Any person failing to exhibit his license when requested by the Princeton Police Department or any officer thereof shall be guilty of a misdemeanor.

C. A separate offense shall be deemed committed upon each day during which a violation occurs or continues. The ordinance shall become effective upon its adoption and publication.

*Ordinance #767 amends Chapter 6 in regard to Food Trucks, Transient Merchant and Solicitor licensing. A copy of the full ordinance is available for review at City Hall.*

Adopted by the City Council of the City of Princeton this 13th day of September, 2018

ATTEST: Paul Whitcomb, Mayor

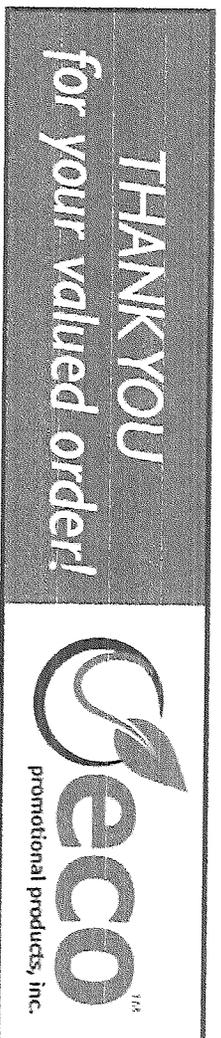
Shawna Jenkins; City Clerk

**Order 5655 at Eco Promotional Products, Inc.**

1 message

**Eco Promotional Products** <orders@ecopromotionsonline.com>  
 To: lschbulera@gmail.com

Wed, Apr 3, 2019 at 1:20 PM



Product Name	Chosen Options	Setup Fees for second Location	Vectorize second Location	Uploaded Artwork	Uploaded Artwork for second Location	Personalization Quantity	Unit Price	Sub Total
Earth Friendly Tattoos	Select Your							
USA Made   5	Design EarthTurtle	\$0.00	NA	NA	NA	100	\$0.25	\$25.00
Varieties (BSHB)								
Recycle Symbol								
Tattoos								
USA Made   4	Select Design RecycleEarthHeart	\$0.00	NA	NA	NA	100	\$0.25	\$25.00
Varieties (BSHS)								

Product Name	Chosen Options	Setup Fees for		Vectorize	Uploaded Artwork for		Personalization Quantity	Unit Price	Sub Total
		second	Location		Artwork	Second Location			
Recycle Symbol									
Tattoos									
USA	Select Design	\$0.00		NA	NA				
Made   4	RecycleEarthHeart					NA	100	\$0.25	\$25.00
Varieties									
(BSHS)									

Subtotal	\$75.00
Shipping	\$37.29
Variable Text Fee	\$0.00
Size upcharge fees	\$0.00
PMS match fees	\$0.00
Vectorize artwork fees	\$0.00
Setup fees	\$0.00
Order total	\$112.29

**Order Notes:**

I would like 50 of each of the Turtle, Smiling Earth, Heart Water Drop, and Heart Paw Print. Additionally, I would like 50 Be A Hero and Heart Recycle

If this is your first order with us, you will receive a separate e-mail with login instructions.

You can view your order history with us at any time by logging into our website at: <https://www.ecopromotionsonline.com/user>

You can view the status of your current order at: <https://www.ecopromotionsonline.com/user/40509/orders/5655>

Please contact us if you have any questions about your order.

