

# ECONOMIC DEVELOPMENT AUTHORITY MEETING AGENDA MONDAY, FEBRUARY 10 @ 5:30 P.M.

Arlington Community Center - Council Chambers

- 1. Call to Order
- 2. Pledge of Allegiance
- 3. Approval of Agenda
- 4. Approval of Minutes
  - A. January 13, 2020
- 5. Approval of Financial Reports
  - A. December 2019
  - B. January 2020
- 6. New Business
  - A. Proposal to purchase parcel 31.0874.000 (former Nickel property)
  - B. Approve/Deny Resolution No. 02-2020 forgiving the Façade Improvement Loan to R&R Auto
  - C. Approve/Deny Resolution No. 03-2020 approving a sign loan to Andrew Fredin for sign at 102 West Main Street
  - D. Marketing ideas
- 7. Old Business
  - A. Update on Hemp Heaven
  - B. One Million Cups October 14, 2020
- 8. Planning and Zoning update
  - i. Chef Craig's
  - ii. Code Enforcement parking and yards
  - iii. Nickel property zoning
  - iv. Northland Drying
  - v. Scott Equipment
- 9. EDA Director update on businesses and housing
- 10. Director and Board Comments
  - i. LMC upcoming training opportunities
- 11. Adjourn



# ECONOMIC DEVELOPMENT AUTHORITY MEETING MINUTES MONDAY, JANUARY 13, 2020 at 5:30 P.M.

Arlington Community Center - Council Chambers

Members in attendance: Kurt Menk, Larry Sorenson, Tom Hatlestad, Dean Bergersen, Laura Gilman, Howard Brinkman, Tim Kloeckl

Members Absent: None

Staff: Amy Newsom

Guests In attendance: Mayor Rich Nagel

1. Call to Order at 5:30 pm.

2. Pledge of Allegiance

3. Oath of Office: Larry Sorenson

4. Election of Officers

- A. President motion by Hatlestad, second by Brinkman to elect Dean Bergersen as President. Motion carried.
- B. Vice President motion by Sorenson, second by Kloeck to elect Hatlestad as Vice President. Motion carried.
- C. Secretary motion by Brinkman, second by Sorenson to elect Newsom as Secretary. Motion carried.
- 5. Approval of Agenda Motion by Kloeckl, second by Hatlestad to approve the agenda, motion carried.
- 6. Approval of Minutes
  - A. December 9, 2019 Motion by Sorenson, second by Kloeckl to approve the minutes, motion carried.
- 7. Approval of Financial Reports motion made by Hatlestad, second by Sorenson to table the December financials until we have more information on the general fund other. Motion carried. Newsom will reach out to Lisa Tesch.
  - A. December 2019

- Businesses who lease space must get written approval from the owner of the property.
- Work cannot commence until the loan has been approved, and should be completed within 180 days, weather permitting.

#### Rates/Terms

- Loans range up to \$1,000 with an equal match from the business.
- Loans will be in the form of a 0%, 3-year deferred loan. A deferred loan means that you have no monthly payment. If you maintain your business in that building and continue to own the building for the next three years, the loan will be forgiven. If you sell your building or it is no longer used as your principle place of business before the three-years is up, you simply pay back what you owe without interest.
- Improvements must be completed before any funds can be disbursed.

NOW, THEREFORE, BE IT RESOLVED, that the Arlington Economic Development Authority hereby establishes the EDA Sign Program Policy. This resolution shall be effective as of the date hereof.

	Yes	<u>No</u>	<u>Abstain</u>	Absent
Bergersen	X			
Brinkman	X			
Gilman	X			
Hatlestad	X			
Kloeckl	X			
Menk	X			
Sorenson	X			

Adopted by the Economic Development Authority of the City of Arlington this 13th day of January 2020.

	Signed:/s/ Dean Bergersen
	Dean Bergersen, President
Attest:/s/ Amy Newsom	
Amy Newsom, EDA Director	

#### B. 2020 EDA Goals

After discussion on 2020 goals including ways to attract more professionals to Arlington, the EDA Board approved the following goals by consensus:

#### 1. Business and Industrial Development Goals

The Board continued with ideas for marketing the City of Arlington. They plan to ask Council for additional marketing funds when they have a plan. Successful examples of marketing included Herman, MN. EDA members would like to market housing and Main Street. Places to market included targeting the Twin Cities area, possibly alumni magazines and City Pages. Newsom asked EDA members to bring back ideas for marketing the City to the next EDA meeting.

14. Adiourr	14.	Adjourn
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Motion to adjourn by Hatlestad, second by Gilman to adjourn the meeting at 6:59 pm. Motion carried.

EDA Director Amy Newsom	EDA President Dean Bergersen

#### ARLINGTON, MN

#### Revenue/Expenditure **Audit Detail Full**

#### Audit 2019 JANUARY to 2019 GASB Period

Fund 101 General Fund

Expenditure

E 101-46500-430 M	fiscellaneous	Budget \$1,000.00	Total	\$2,301.04 Balan	ce -\$1,301.04
	Vendor SearchNam	InvoiceCheck	Batch Name	Debit	Credit
2019-05 MAY	Comments	Refer	PO	Begin	\$0.00
2019-05 Pay	TOM HATLESTAD	056268 5/7/20	019 05-06-19 PAY	\$51.04	\$0.00
	REIMB- MILEAGE TO K.W.	/ITT HO 10228	0		
		Total 2019-05 MAY		\$51.04	\$0.00
				Ending	\$51.04
	Vendor SearchNam	InvoiceCheck	Batch Name	Debit	Credit
2019-10 OCTOBER	Comments	Refer	PO	Begin	\$51.04
2019-10 Pay	REGENTS OF THE	056737 10/8/20	019 10-07-19 PAY	\$1,750.00	\$0.00
>	'MARKETING HOMETOW	N AMERI 10705	0		
	1	Total 2019-10 OCTO	BER	\$1,750.00	\$0.00
				Ending	\$1,801.04
	Vendor SearchNam	InvoiceCheck	Batch Name	Debit	Credit
2019-11 NOVEMBER	Comments	Refer	PO	Begin	\$1,801.04
2019-11 Pay	SOUTHERN MN INIT	056863 11/19/20	019 11-18-19 PAY	\$500.00	\$0.00
	2019 EDA CONTRIBUTION	N 10846	0		
		Total 2019-11 NOVE	MBER	\$500.00	\$0,00
				Ending	\$2,301.04
Control Act 101-298	00 Expend Tota	E 101-46500-430 Miscel	laneous	\$2,301.04	\$0.00
	In Balance	Total Year	\$2,301.04	Ending	\$2,301.04
Total Expen	diture			\$2,301.04	\$0.00
	Fund	101		\$2,301.04	\$0.00

EDA Revenu in April 2018

Chamber-\$500

Arl Ind. - \$500

Marketing Hometown America



## **Commercial Buildings & Lots Policy**

The City of Arlington has acquired buildings and lots for the purpose of economic development. The intention of this policy is to set the price of commercial buildings and lots. The goal of the City of Arlington is to increase the tax base for the City. It is the purpose of this policy to outline the terms and conditions of the sale of buildings and lots with an assessed value of less than \$250,000.

- 1. Sale of buildings and lots will be approved by the Arlington Council.
- 2. Commercial Buildings and Lots will be sold for \$1 per lot when the business meets the following criteria:
  - A. Will create at least 15 full-time equivalent (FTE) positions based in the City of Arlington.
- 3. Commercial Buildings and Lots will be sold for \$5,000 when the business meets the following criteria:
  - A. Will create at least 10 full-time equivalent (FTE) positions.
- 4. Commercial Buildings and Lots will be sold for \$10,000 when the business meets the following criteria:
  - A. Will create at least 5 full-time equivalent (FTE) positions.
- 5. If a lot(s) is purchased for \$1 or \$10,000 and construction is not started within 180 days of closing, the lot(s) will be returned to the City of Arlington. Purchase price will be refunded, minus closing costs.
- 6. Commercial Buildings and Lots that do not meet any of the above criteria will be sold at the Market Rate Value.
- 7. Closing will occur within 4 months of signing the purchase agreement.
- 8. A Development Agreement must be approved by City Council and both parties must adhere to the terms of the agreement.

Amended by City Council: 6/18/2018



#### **EDA RESOLUTION NO. 02-2020**

# A RESOLUTION FORGIVING THE FAÇADE IMPROVEMENT LOAN TO R&R AUTO FROM THE ARLINGTON EDA FAÇADE IMPROVEMENT LOAN PROGRAM FOR A PROJECT AT 117 WEST MAIN STREET

Motion by Commissioner\_\_\_\_\_\_ Seconded by Commissioner\_\_\_\_\_

WHEREAS, Ross and Ryan Bergs, d.b.a. R &R Auto Repair, applied for and were granted a Façade Improvement Loan available through the EDA; and				
WHEREAS, the Applicant requested a forgivable loan in the amount of \$2,500 or fifty (50) percent of the actual project cost, whichever is less; and				
WHEREAS, the purpose of the loan was to remove the basement, remodel the office with easier access, add a new front using brick, replace the roof and efficiency updates on the building at 117 West Main Street in the Central Business District;				
WHEREAS, JB Services has met the following program requirements: the business to which the loan was granted remains in business in the improved building one (1) year following the distribution of loan funds or the applicant transfers ownership to another entity that maintains the business in the improved building for at least one (1) year following the distribution of loan funds, the loan shall be forgiven by the Arlington EDA.				
NOW, THEREFORE, BE IT RESOLVED, that the Arlington Economic Development Authority hereby forgives the R &R Auto façade improvement loan. This resolution shall be effective as of the date hereof.				
Bergersen Brinkman Gilman Hatlestad Kloeckl Menk Sorenson				

Adopted by the Economic Development Authority of the City of Arlington this 10th day of February 2020.



#### **EDA RESOLUTION NO. 03-2020**

# A RESOLUTION APPROVING A SIGN LOAN TO ANDREW FREDIN d.b.a. FREDIN CONSTUCTON FOR A SIGN AT HIS BUSINESS LOCATED AT 102 WEST MAIN STREET

Motion by CommissionerSeconded by Commissioner
WHEREAS, Andrew Fredin d.b.a. Fredin Construction, applied for Sign Loan available through the EDA; and
WHEREAS, the Applicant requests a forgivable loan in the amount of \$168.90 or fifty (50) percent of the actual project cost, whichever is less; and
WHEREAS, the purpose of the loan is to add a sign to his business, Fredin Construction, located at 102 West Main Street
WHEREAS, the EDA has reviewed the application and to determine compliance with loan policies and procedures,
NOW, THEREFORE, BE IT RESOLVED, that the Arlington Economic Development Authority

hereby approves a sign program loan in the amount of \$168.90 to Andrew Fredin as follows:

1. The City and EDA approved the Sign Program which is administered by the Arlington

- 1. The City and EDA approved the Sign Program which is administered by the Arlington EDA.
- 2. Andrew Fredin d.b.a. Fredin Construction has submitted an official application form requesting financial assistance from the EDA Sign Program in the amount of \$168.90 or fifty (50) percent of the project cost, whichever is less in order to: add a sign to his business property located at 102 West Main Street.
- 3. The Loan is to be made from the EDA Fund #204 (Facade Improvement Loan Program) fund and will be forgiven three years following the disbursement of the loan and the project is completed within a reasonable period defined as 180 days.
- 4. The EDA hereby approves the loan proposed to be proved to Andrew Fredin contingent on:
  - a. Sign permit obtained (if required).
  - b. Follow the City's Zoning Ordinance.

Yes No Abstain

<u>Absent</u>



# **Arlington EDA Sign Loan Program: Application**

Property Owner Name: Andrew Fredin	
Property Owners Address: 35656 276th St. Henderson, MW	56041
Address to be improved: 102 West Mrin Street	
Phone: 612-804-5773 Date: 2-4-6	020
Short Project Description:	
Total Improvement Cost: 33 29 Loan Request: Loan Request: Loan Request:	ness.
Contractor Name	Bid Amount
1. K+R Graphics	337 75
2. Sign Pro	485.99
Have you received a loan from the Sign Loan Program in the past?	•:
Your application is not complete if you do not include:  1. Bid/Quote (If you are doing the work yourself, attach a copy of the material costs on letterhead form the mate.  2. Sketch/Image of Project  3. Sign Permit (You may apply without permit; EDA needs it before you receive funds.)	erial supplier)
GREE with and UNDERSTAND the following:	
I have $\underline{\text{read}}$ and am within the guidelines for the Sign Program. I understand that information is incorrect or incomplete, my chances of receiving funding will be dehindered.  SIGNATURE: DATE: $\underline{\qquad}$	elayed and/or

Applications will be reviewed in the order they are received.

### **K&R GRAPHICS**

732 S. Elmwood Ave Le Sueur, MN 56058

### **Estimate**

Date	Estimate #	
2/3/2020	954	

Name / Address	
Fredin Construction	
35656 276th Street.	
Henderson, MN 56044	



Project

Description	Qty	Rate	Total
BeBond Sign Blanks by Sq' 4'x7' sign with logo and info. Sales Tax	1	316.06 6.875%	316.06T 21.73
Notice: All Jobs Require 50% down prior to setup/design			

Notice: All Jobs Require 50% down prior to setup/design.

Credit Card Charges automatically get chared 3% on top of total by out provider.

**Total** 

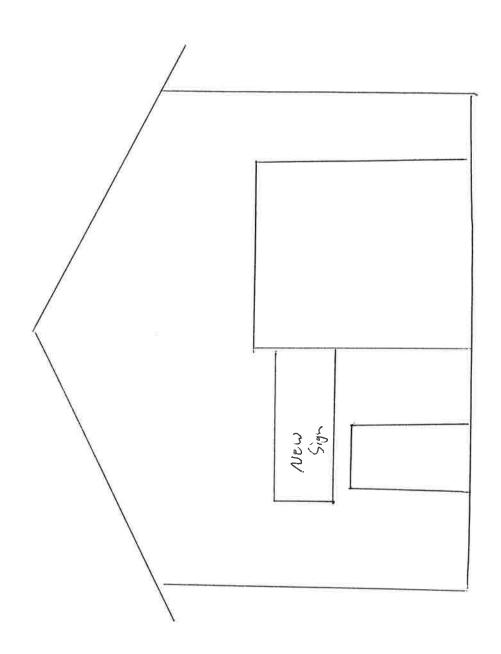
\$337.79

Phone #

507.665.9999

E-mail

kris@krgraphicsus.com



### **Fwd: Sign Estimate**

AF

Andrew Fredin <andrew\_fredin@hotmail.c om>

 $\beta$   $\gamma$   $\gamma$   $\gamma$   $\gamma$   $\gamma$ 

Wed 2/5/2020 3:15 PM Amy Newsom ⊗

Hi Amy,

I called Sign Pro from Mankato for a second estimate. Will this attached email work or do you prefer an estimate with there letterhead on it?

**Thanks** 

Andrew

Sent from my iPhone

Begin forwarded message:

From: Brian Hoppe <BrianH@signpromankato.com>

**Date:** February 5, 2020 at 2:58:58 PM CST

To: "andrew\_fredin@hotmail.com" <andrew\_fredin@hotmail.com>

**Subject: Sign Estimate** 

Andrew,

Thank you for the opportunity to assist with your sign. Cost for doing a .080 aluminum sign panel (4' x 7'), with vinyl and laminate will run \$450 + 3 tax. This does not include any design cost (if we have to design the sign), or installation. Lead production time is 5-7 business days, following final proof approval.

Please reach out with any questions.

Have a GREAT DAY!

Brian Hoppe Sign Pro Mankato 507-386-2041



#### Sign Program Policy

This program is intended to provide commercial property owners with a resource and incentive to add, improve, and / or replace signage in the City of Arlington.

#### Eligibility

- Properties must be in the City of Arlington.
- Funds can be used only for the purchase of new signs and/or the repair, improvement or replacement of existing signs.
- Only one loan per business will be awarded.

#### Requirements

- Businesses who lease space must get written approval from the owner of the property.
- Work cannot commence until the loan has been approved, and should be completed within 180 days, weather permitting.
- All signs must follow the City's Zoning Ordinance.

#### Rates/Terms

- Loans range up to \$1,000 with an equal match from the business.
- Loans will be in the form of a 0%, 3-year deferred loan. A deferred loan means that you have no monthly payment. If you maintain your business in that building, and continue to own the building for the next three years, the loan will be forgiven. If you sell your building or it is no longer used as your principle place of business before the three-years is up, you simply pay back what you owe without interest.
- Improvements must be completed before any funds can be disbursed.

#### Contact

Contact the EDA Director Amy Newsom at (507) 720-8586, or send an email to anewsom@arlingtonmn.com, for a loan application and additional information,



## **Arlington EDA Sign Loan Program: Application**

Property Owners Address:	Property Owner Name:	
Phone:	Property Owners Address:	
Short Project Description:  Total Improvement Cost: Loan Request:  The amount of the loan cannot be more than \$1,000. Limit of one per business.  Contractor Name Bid Amount  1  2  Have you received a loan from the Sign Loan Program in the past?  Your application is not complete if you do not include:  1. Bid/Quote (If you are doing the work yourself, attach a copy of the material costs on letterhead form the material supplier)  2. Sketch/Image of Project  3. Sign Permit (You may apply without permit; EDA needs it before you receive funds.)  I AGREE with and UNDERSTAND the following:  I have read and am within the guidelines for the Sign Program. I understand that if any information is incorrect or incomplete, my chances of receiving funding will be delayed and/or hindered.	Address to be improved:	
Total Improvement Cost: Loan Request:  The amount of the loan cannot be more than \$1,000. Limit of one per business.  Contractor Name Bid Amount  1.  2  Have you received a loan from the Sign Loan Program in the past?  Your application is not complete if you do not include:  1. Bid/Quote (If you are doing the work yourself, attach a copy of the material costs on letterhead form the material supplier)  2. Sketch/Image of Project  3. Sign Permit (You may apply without permit; EDA needs it before you receive funds.)  I AGREE with and UNDERSTAND the following:  I have read and am within the guidelines for the Sign Program. I understand that if any information is incorrect or incomplete, my chances of receiving funding will be delayed and/or hindered.	Phone: Date	e:
The amount of the loan cannot be more than \$1,000. Limit of one per business.  Contractor Name  Bid Amount  1.  2.  Have you received a loan from the Sign Loan Program in the past?  Your application is not complete if you do not include:  1. Bid/Quote (If you are doing the work yourself, attach a copy of the material costs on letterhead form the material supplier)  2. Sketch/Image of Project  3. Sign Permit (You may apply without permit; EDA needs it before you receive funds.)  I AGREE with and UNDERSTAND the following:  I have read and am within the guidelines for the Sign Program. I understand that if any information is incorrect or incomplete, my chances of receiving funding will be delayed and/or hindered.	Short Project Description:	
1		
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<ol> <li>Bid/Quote         <ul> <li>(If you are doing the work yourself, attach a copy of the material costs on letterhead form the material supplier)</li> </ul> </li> <li>Sketch/Image of Project</li> <li>Sign Permit         <ul> <li>(You may apply without permit; EDA needs it before you receive funds.)</li> </ul> </li> <li>I AGREE with and UNDERSTAND the following:         <ul> <li>I have read and am within the guidelines for the Sign Program. I understand that if any information is incorrect or incomplete, my chances of receiving funding will be delayed and/or hindered.</li> </ul> </li> </ol>	Have you received a loan from the Sign Loan Program in the past?	
I have <u>read</u> and am within the guidelines for the Sign Program. I understand that if any information is incorrect or incomplete, my chances of receiving funding will be delayed and/or hindered.	<ol> <li>Bid/Quote         (If you are doing the work yourself, attach a copy of the material costs on letterhead</li> <li>Sketch/Image of Project</li> <li>Sign Permit</li> </ol>	
information is incorrect or incomplete, my chances of receiving funding will be delayed and/or hindered.	I <u>AGREE</u> with and <u>UNDERSTAND</u> the following:	
SIGNATURE: DATE:	information is incorrect or incomplete, my chances of receiving funding	
	SIGNATURE: DAT	E

## **Arlington EDA Sign Program**

#### Overview:

This program is intended to offer funds to property owners in the City of Arlington for the purpose of adding, improving or replacing signage. Signage should be designed to enhance and compliment the character of buildings in the City of Arlington.

#### Loan Rates/Terms:

Loans up to \$1,000 are available. Loans will be in the form of a 0%, 3-year deferred loan. A deferred loan means that you have no monthly payment. If you maintain your business in that building and continue to own the building for the next three years, the loan will be forgiven. If you sell your building or it is no longer used as your principle place of business before the three-years is up, you simply pay back what you owe without interest. No more than one loan will be allowed per business during an eight-year time period. No property owner investment is required for this program.

#### **Eligible Properties:**

Eligible properties must be located within the Arlington City Limits.

#### **Eligible Improvements:**

Eligible improvement include new signs or the replacement and improvement of existing signs. All signs must follow the City's Zoning Ordinance.

#### **Ineligible Improvements:**

Ineligible improvements are signs that are not in compliance with the City's Zoning Ordinance.

#### Work by loan recipient:

The loan recipient can perform the work, although funds can only be used to compensate for materials. Materials must be purchased, installed and inspected prior to disbursement of the loan proceeds. In either case, a two-party check will be issued payable to both the loan recipient and the materials provider. All permits must be obtained by the loan recipient and work inspected by the City of Arlington and / or other appropriate personnel when required by City Ordinance.

#### **Application Processing:**

The EDA Board of Directors will review all applications for final approval. This can take up to one month depending on when you turn in your application. For the fastest service, turn in applications by the first week in a given month.

#### **Contractor / Permits:**

A minimum of two bids per project must be obtained from contractors, the lower of which will be reimbursed, unless the work is done by the applicant. All required permits must be obtained, are the responsibility of the loan recipient and must be obtained prior to work commencing on the project.

#### **Total Project Cost:**

The EDA will contribute up to \$1,000 towards the cost of replacing, repairing or purchasing new signs. Business must match the amount of the award.

#### **Work Completion:**

Weather permitting; all projects must be completed within 180 days of the date the grant is awarded.

#### **Disbursement Process:**

After an inspection by the City and / or the EDA to verify completion of the work, a two-party check will be issued payable to both the loan recipient and the contractor or materials supplier. Before funds can be released, the following must be received by the EDA:

- 1) Final, original invoice from contractor (or material list from supplier).
- 2) Completion certificates signed by the loan recipient and the contractor, if there is one.
- 3) Copies of all required city permits (also indicating final inspection by the city when necessary).
- 4) Final inspection by the EDA.

Please allow a minimum of 31 days from the time invoices are submitted for reimbursement checks to be issued. The Arlington EDA approves all expenditures on the 2<sup>nd</sup> Monday of each month and invoices must be received the Friday prior to the EDA meeting for their consideration. Please advise your contractors of this schedule.

Applications can be dropped off at City Hall or mailed to:

Arlington Economic Development Authority 204 Shamrock Drive Arlington, MN 55307

The following are some Sign Contractors located in the surrounding area, but you are not limited to these companies:

Signs Plus

2400 South Broadway Street New Ulm, MN 56073 Phone: (507) 276-8331

Sid's Signs on Broadway 700 North Broadway Street New Ulm, MN 56073 Phone: (507) 359-9536 New Ulm Signs & Graphix

1901 N Washington Street New Ulm, MN 56073 Phone: (507) 359-5247 **Sign Solutions** 

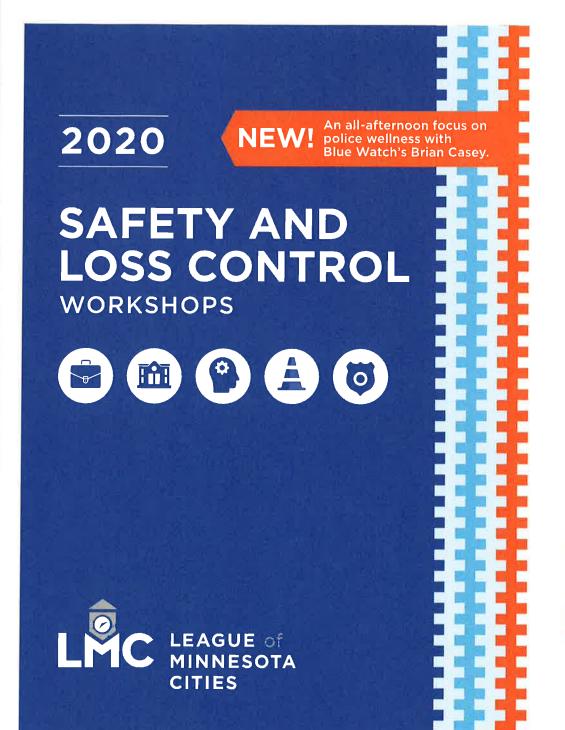
1230 N Broad Street Mankato, MN 56001 Phone: (507) 388-6596

Peter's Signs

2724 9<sup>th</sup> Street Ease Glencoe, MN 55336 Phone: (320) 864-2998

Please call the Arlington Economic Development Authority at (507) 720-8586 if you have any questions or need additional information.

## LEAGUE OF MINNESOTA CITIES INSURANCE TRUST



**DATES & LOCATIONS:** 

MARCH 25 BEMIDJI

MARCH 26 FERGUS FALLS

APRIL 1
SPRINGFIELD

APRIL 2
WILLMAR

APRIL 8
COHASSET

APRIL 14
ST. CLOUD

APRIL 16 **ST. PAUL** 

APRIL 21 ROCHESTER

APRIL 23
BROOKLYN
PARK

REGISTER TODAY AT WWW.LMC.ORG/LCW20

Questions?

Call Chris White at (651) 215-4069 / (800) 925-1122 or email cwhite@lmc.org

**WORKSHOP FEE:** 

S20 Lunch & materials included

#### **MORNING TRACKS**

#### **ADMINISTRATIVE**



#### **PUBLIC WORKS/ PARKS & REC**



#### **POLICE**



#### Legal Ease for Social Media and Citles

Cities are increasingly using social media to engage with citizens. share information, and deliver services more quickly than ever before. Social media is a valuable tool yet can pose some legal and public relations challenges. Join us to discuss and understand a comprehensive social media strategy.

#### Above, Below, and at Ground Level: A Trip Around the City

Hear an update on the property preservation initiative, plus maintenance of sanitary sewers, trees, and sidewalks. Discuss the circumstances of a claim including what might have gone wrong and how it could have been prevented - explore practical solutions, and review available resources. SC

#### Hot Topics in Public Safety Communications

Develop strategies to navigate the media relations landscape, and discuss elements of messaging related to agency relationships, risk management, and use of force.





9:30

8:30

#### **Avoiding Stigma in** the Workplace

Learn directly from NAMI (the National Alliance on Mental Illness) the five things you can do to create a workplace that values good mental health. Explore how to promote good mental health. the common symptoms of mental illness, how attitudes impact people with mental illness, and accommodations for those that live with a mental illness.

#### Staying Safe on the **Network Playground**

Get guidance on best practices for securing network/IT infrastructure and related systems as it applies to your work in Public Works and Parks & Recreation.

#### **Preventing Facebook** Firestorms in Your Police Department

What are the freedom-of-speech rights of police officers and other public employees? When can a city employer take action - including disciplining the employee? Does it matter whether the speech happens on social media and/or off duty? Explore these questions and more.



#### The Hot Zone: Navigating Land Use Decisions

Zoning decisions can be controversial and confusing. Examine a city's decision-making authority and the legal standards associated with conditional use permits, variances, and nonconformities. Review the importance of creating a record to support any zoning decision.

#### **Maintaining Structural Integrity Through Roof** Inspections

Roof structures and membranes are integral to building structures. Regular roof inspections can help preserve a building's lifespan. Review what a roof inspection entails, specific items to note during inspection, and the benefits of scheduled inspections.

#### **New Officer Physical Testing:** Validated and Job Related

Police physical strength and agility testing standards and requirements can be complicated. Learn about the League's new fitness initiative that provides your department validated job-related fitness tests so that your police officers can meet the physical demands of the job.









#### 45-Minute Lunch Included

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#### 45-Minute Lunch Included

Also suggested for elected officials

Also suggested for human resources staff

Also suggested for small cities staff

10:45 - 11:30



#### **AFTERNOON TRACKS**

#### **ADMINISTRATIVE**



#### **INSURANCE AGENTS**



#### **POLICE WELLNESS**



- 1:15

12:15

1:15 - 1:45

#### **Keep Your Fleet Moving:** A Fast and Furious Update

Receive an update on fleet industry trends and upcoming federal changes to fleet management requirements. Review various resources and training to help manage your fleet exposure.



#### We're Not Just For Cities

Discover the different types of entities that are eligible for LMCIT coverage. Learn about the organizational structure of political subdivisions in Minnesota. Gain knowledge about LMCIT coverage to better serve your municipal clients.







#### Do's and Don'ts for ADA Reasonable Accommodations in the Workplace

Knowledge of disability laws helps a city with compliance efforts and promotes an inclusive workforce, Supervisors need to know how to handle ADA situations in hiring and daily work. Learn best practices when reasonable accommodation requests come your way.





#### **LMCIT Updates**

Don't miss these important updates! Hear about some recent coverage, rate, and other changes in our property/casualty and workers' compensation programs that agents should be aware of.





#### Do's and Don'ts for ADA **Reasonable Accommodations** in the Workplace continued



#### Whoops! What Happens When City Property Isn't **Properly Scheduled?**

What is the impact on the city, agent, and the Insurance Trust when errors occur in city property being scheduled? Hear how LMCIT's Property Casualty Errors Coverage applies in these situations.





#### **Wellness Strategies for Law Enforcement**

Law enforcement agencies sometimes fail to appropriately respond to the mental and emotional distress that officers suffer — not because they don't care, but because behavioral health issues can be difficult and confusing.

This session will help organize your thinking about officer distress so you may better respond, plan for, and maybe prevent problems. Explore examples of critical incidents and traumatic events. general mental and emotional distress, and behavioral health crisis — and steps to take to best manage them.



An all-afternoon focus on police wellness with Blue Watch's Brian Casey.

#### Active Shooter: What You Can Do

Workplace violence continues to become more common across the country. Learn how to take action when confronted by an active shooter. recognize potential workplace violence indicators, prevent and prepare for potential active shooter incidents, and manage the consequences of an active shooter incident,







