

**CITY COUNCIL WORK SESSION AGENDA
CITY OF LINO LAKES**

Monday, August 2, 2021

*The Work Session will begin at 5:30 p.m. at the Public Works Facility
located at 1189 Main Street (Item #1)*

1. Public Works Facility Tour, Rick DeGardner

*The Council will reconvene at the Civic Complex following the Public Works Facility
Tour at approximately 6:15 p.m.*

2. NE Drainage Area East/ Otter Lake Road – Wetland Delineation, Michael Grochala
3. Environmental Board Annual Work Plan, Andy Nelson
4. 77th Street Realignment – Land Acquisition, Michael Grochala
5. POC Firefighter Wages, Meg Sawyer
6. Woods Edge Master Developer Concept, Michael Grochala
7. Council Updates on Boards/Commissions, City Council
8. Adjourn

WORK SESSION STAFF REPORT
Work Session Item No. 2

Date: August 2, 2021
To: City Council
From: Michael Grochala, Community Development Director
Re: NE Drainage & Otter Lake Road Extension, Wetland Delineation

Background

Phase 1 of the Northeast Lino Lakes Drainage Area improvements (Peltier Lake to 20th Avenue) is nearing completion and Lennar is beginning grading activities to connect to the pipe this summer. Accordingly, staff is preparing to move forward with Phase II improvements which will include crossing 35E from the Watermark Development. This phase is necessary to support commercial and industrial development on the east side of 35E.

Construction of the pipe crossing requires completion of a wetland delineation at the pipe inlet terminus, east of 35E. Additionally, staff has continued planning for stormwater and transportation infrastructure to facilitate development of the area.

Both the future extension of Otter Lake Road and the stormwater routing will be influenced by existing drainage patterns and wetlands in the area. Staff is recommending a wetland delineation be completed, not only for the crossing construction site, but also for the Otter Lake Road project area. This will allow us to study possible regional pond locations as well as address sequencing requirements for alternative roadway alignments.

WSB is proposing to complete the delineation for \$7,586.00. If accepted, staff will work with the potential four property owners to obtain access.

Requested City Council Direction

Staff is requesting council direction to proceed with the delineations.

Attachments

1. Corridor Map

WORK SESSION STAFF REPORT
Work Session Item No. 3

Date: August 2, 2021
To: City Council
From: Andy Nelson
Re: Environmental Board Annual Work Plan

Background

The Environmental Board serves to provide aid and advice to the Council in its efforts to encourage productive and enjoyable harmony between people and their environment; to promote efforts which will prevent or eliminate damage to the environment and stimulate the health and welfare of people; to enrich the understanding of the ecological systems and natural resources important to the city; to advise the city in the use and management of its natural resources in order to preserve and enhance the environmental amenities for present and future residents, and to improve and ensure a lasting quality of life within the city. (City Code Chapter 217.01)

Each year, the Environmental Board presents an annual work program to the Council. This annual plan may include a list of initiatives concerning current environmental issues in the major areas of focus of the Environmental Board, including forestry, natural resources, water, and solid waste management.

Requested Council Direction

Staff is seeking City Council direction to accept or modify the Environmental Board Annual Work Plan.

Attachments:

1. Environmental Board Annual Work Plan 2021

Environmental Board Annual Work Plan 2021

Forestry

1. Continue implementation of the City's Emerald Ash Borer response. This includes removal of boulevard trees and replacement with a diverse mix of species, a partnership with Rainbow Tree Care to offer a discount rate on private tree injections, and continued removals of ash trees in natural areas and parks.
2. Continue to promote the City tree sale. In addition to the many benefits that increased canopy cover brings to the city, the sale also helps residents to affordably replace private trees that have succumbed to EAB.

Natural Resources

1. Review proposed changes to landscaping ordinance as part of the zoning ordinance update.
2. Support the pursuit of additional wetland bank establishment opportunities.
3. Evaluate updating MLCCS land cover data with the DNR to incorporate the development that has occurred in the city since the last update.

Water

1. Continue to distribute educational outreach materials on water conservation, both on the city website and in newsletters.
2. Promote the Adopt-a-Drain program, which encourages residents to participate in improving water quality by cleaning storm drains and preventing trash and organic pollutants from reaching our lakes, rivers, and wetlands.
3. Update ordinance to enable residents to apply for permits to install stormwater pond aerators on ponds that are part of the city stormwater system.
4. Evaluate methods of promoting and supporting rain gardens.

Recycling/Solid Waste

1. Assess organics recycling program to determine appropriate areas for the addition of new drop-off sites. Identify existing sites that may benefit from expansion.
2. Evaluate recycling in businesses and restaurants as a potential area of recycling program growth.
3. Continue to respond to citizen requests for additional dog waste stations in the city. Evaluate these requests and add stations to high use areas where appropriate. Evaluate the feasibility of switching to biodegradable dog waste bags.

WORK SESSION STAFF REPORT
Work Session Item No. 4

Date: August 2, 2021
To: City Council
From: Michael Grochala, Community Development Director
Re: 77th Street Realignment –Land Acquisition

Background

The City’s sale of property to Vaquero Ventures will necessitate the relocation and construction of 77th Street. This is a long anticipated project and the City acquired a large portion of the proposed right-of-way in 2019 with the purchase of the property at 7685 Lake Drive. A second parcel is expected to be dedicated as part of the Vaquero Ventures parcel development. This leaves two smaller areas for acquisition to complete the right-of-way needs.

While staff is working with the City Attorney to draft the Road Relocation Escrow Agreement (RREA) as provided for in the Purchase Agreement, we would like to commence discussion with abutting properties regarding the remaining right-of-way acquisition. The two parcels, located at the west and east ends of the project area, are approximately 2,300 square feet and 566 square feet in area.

Staff is recommending the City begins the acquisition process for these two properties. Regardless of the outcome of the Vaquero Ventures project, it would be beneficial to have the right-of-way under City ownership.

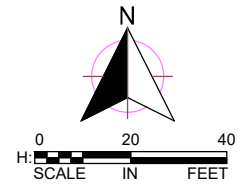
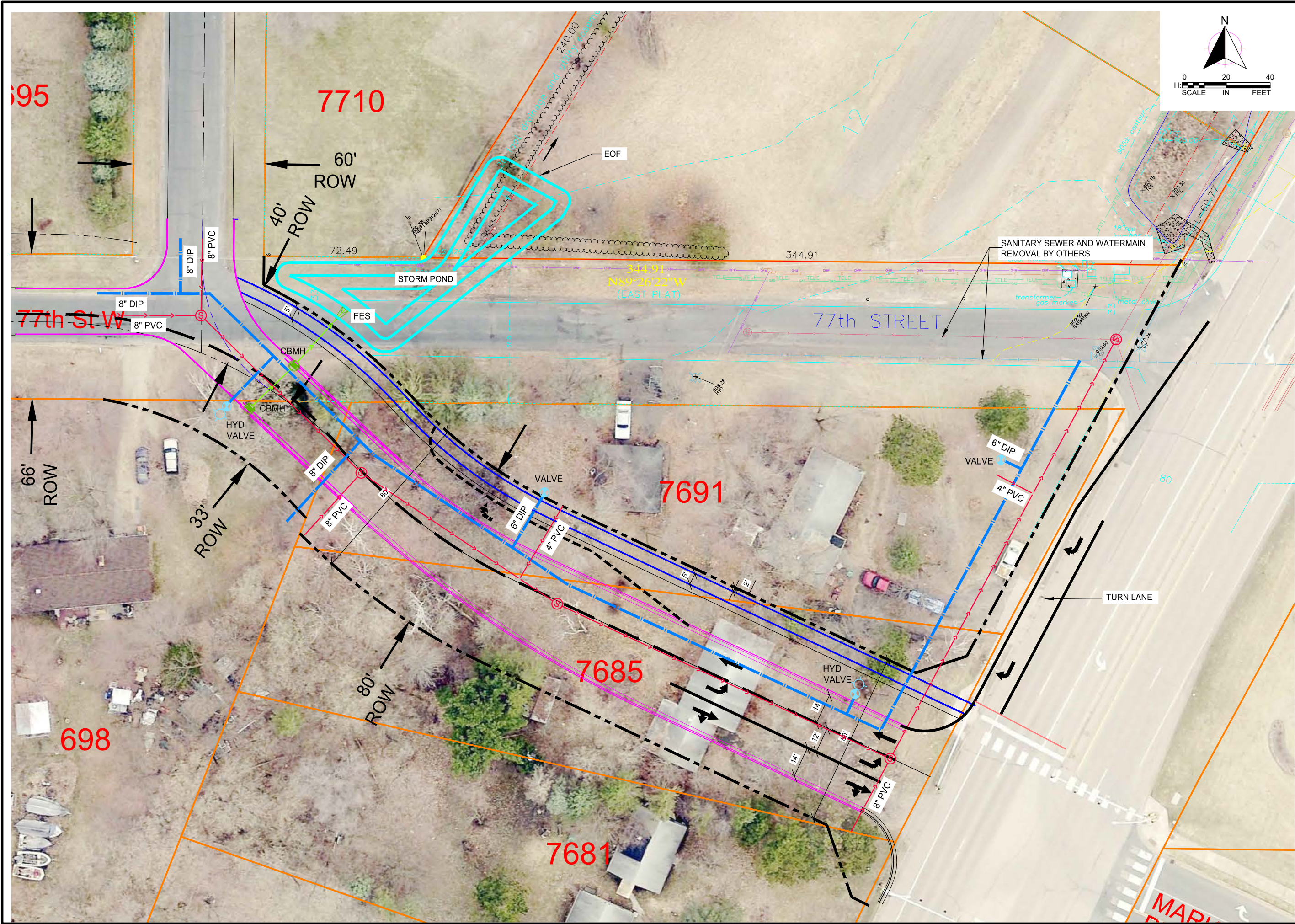
If acceptable to the Council, staff will bring back a proposal for consultant services to assist with the acquisition process.

Requested Council Direction

Staff is requesting council direction to pursue acquisition of the property located at 7685 Lake Drive.

Attachments

1. General Road Layout
2. Right-of-Way Exhibit



WSB PROJECT NO.:
R-017210-000

SCALE: ##### DESIGN BY: #####
PLAN BY: ##### CHECK BY: #####

REVISIONS	
NO.	DESCRIPTION

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

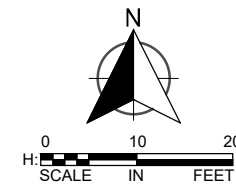
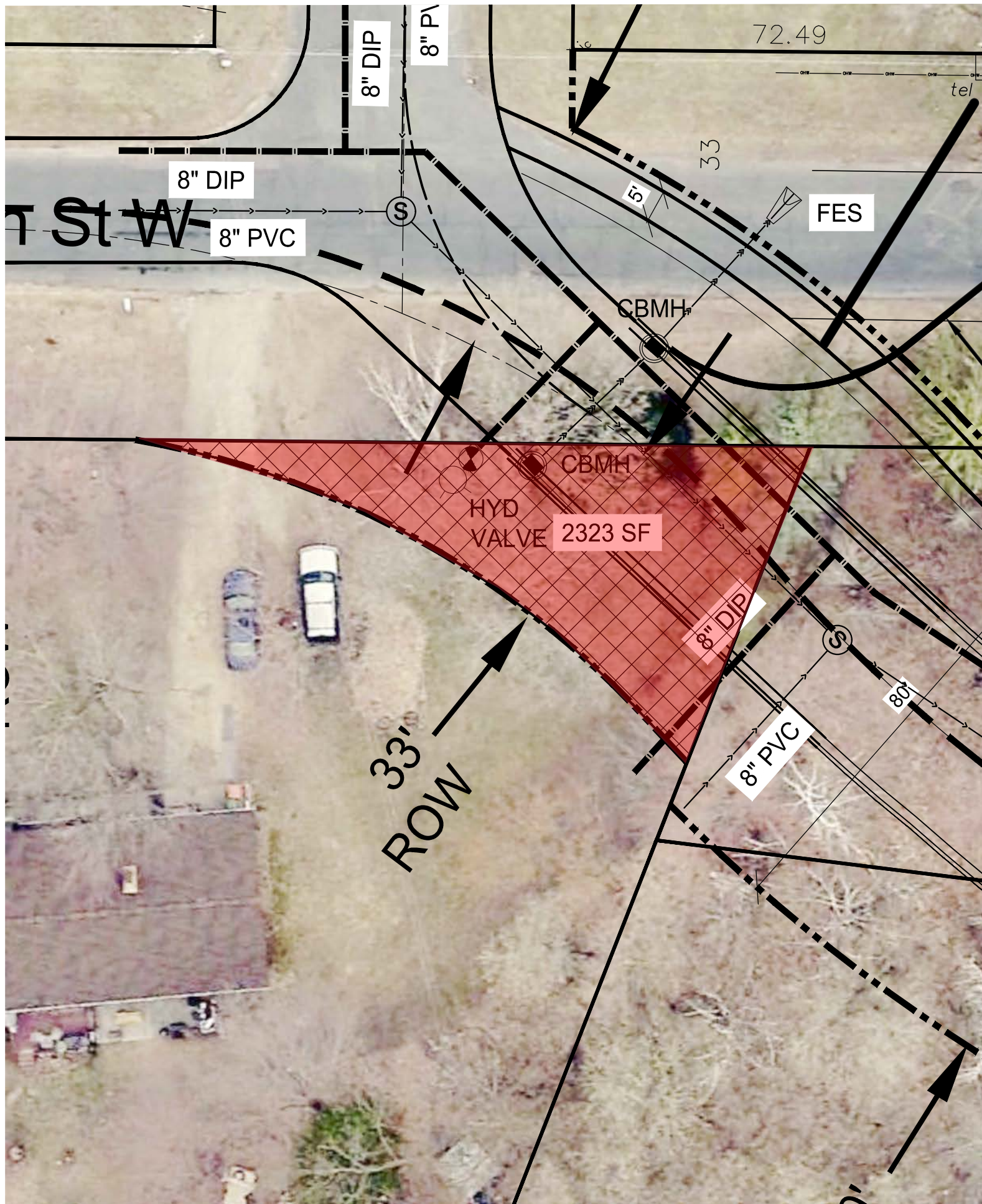
DATE: _____ LIC. NO.: _____

**77TH STREET EXTENSION
CONCEPT PLAN
CITY OF LINO LAKES**

EXHIBIT A

SHEET
1
OF
1

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WSB PROJECT NO.:
R-017210-000

SCALE: ##### DESIGN BY: #####
PLAN BY: ##### CHECK BY: #####

NO.	DATE	DESCRIPTION

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE: #### LIC. NO: ####

**77TH STREET EXTENSION
CONCEPT PLAN
CITY OF LINO LAKES**

**ACQUISITION
EXHIBIT**

SHEET
1
OF
1

WORK SESSION STAFF REPORT
Work Session Item No. 5

Date: August 2, 2021
To: City Council
From: Meg Sawyer, Human Resources Manager
Re: POC Firefighter Wages

Background

Staff is requesting that the City Council give consideration to an amendment to the Compensation Plan for Paid On-Call Fire Personnel.

In 2014, the City Council adopted Resolution No. 14-61, which established the compensation plan for paid on-call fire personnel. In 2016, the City Council adopted Resolution No. 16-97, which amended the compensation plan for paid on-call fire personnel, specifically the pre-service training hourly rate. At the time, this rate was below minimum wage. The League of Minnesota Cities issued guidance in 2017 that POC Firefighter Wages were not subject to the minimum wage law, and as such, the Paid On-Call Firefighter Compensation Plan has not been amended since.

Staff has reviewed the starting hourly rates for paid-on call fire staff in the metro area. Starting hourly rates range from \$10.25 to \$16.88. Based on this review, and in an effort to continue to recruit and retain paid on-call fire personnel, staff is recommending an increase in the starting hourly rate of pay from \$10.50 to \$15.00. In addition, to continue to demonstrate the City of Lino Lakes’ commitment to continued professional development and the value of retaining an experienced workforce, staff is recommending an increase to the “years of service” wage bands as follows:

	Current Hourly Wage	Recommended Hourly Wage
Starting Wage	\$10.50	\$15.00
Upon Completion of 5 Years of Service	\$13.50	\$16.50
Upon Completion of 10 Years of Service	\$14.00	\$17.08
Upon Completion of 15 Years of Service	\$14.50	\$17.68
Upon Completion of 20 Years of Service	\$15.00	\$18.29

The budget impact of the proposed amendments are approximately \$12,000. Staff has included this in the 2022 proposed budget that will be reviewed by the Council during a Special Budget Work Session on August 9, 2021.

Finally, if approved, staff is recommending that the wages of paid on-call fire personnel be reviewed on a biennial basis and that the City Council consider at that time whether an amendment is warranted.

Requested Council Direction

Staff is seeking Council direction to move forward with implementing an amended compensation plan for POC Firefighters. If approved, staff will request formal Council approval at the August 9, 2021 City Council meeting.

Attachments

Draft Resolution Amending the Compensation Plan for POC Fire Personnel
Resolution No. 14-61, Establishing the Compensation Plan for POC Fire Personnel
Resolution No. 16-97, Amending the Compensation Plan for POC Fire Personnel

**CITY OF LINO LAKES
RESOLUTION NO. 21-xx**

**RESOLUTION AMENDING THE COMPENSATION PLAN
FOR PAID ON-CALL FIRE PERSONNEL**

WHEREAS, the City of Lino Lakes has integrated fire services into the Public Safety Department; and

WHEREAS, the wages and compensation of paid on-call fire personnel are a vital component of an effective recruitment and retention program; and

WHEREAS, the City of Lino Lakes values a professional and engaged workforce.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lino Lakes that the city hereby amends the compensation plan for paid on-call fire personnel, effective January 1, 2022:

Firefighter	Per Hour Wage
Starting Wage	\$15.00
Upon completion of 5 years of service	\$16.50
Upon completion of 10 years of service	\$17.08
Upon completion of 15 years of service	\$17.68
Upon completion of 20 years of service	\$18.29

Fire Officers	Monthly Stipend
Fire Lieutenant	\$225.00
District Chief	\$300.00

FURTHERMORE, BE IT RESOLVED that staff will review the compensation plan for paid-on call fire personnel on a biennial basis (every two years) and the City Council will consider whether an amendment is warranted.

Adopted by the City Council of the City of Lino Lakes this 9th day of August, 2021.

The motion for the adoption of the foregoing resolution was introduced by Council Member _____ and was duly seconded by Council Member _____ and upon vote being taken thereon, the following voted in favor thereof:

The following voted against same:

Rob Rafferty, Mayor

ATTEST:

Julianne Bartell, City Clerk

**CITY OF LINO LAKES
RESOLUTION NO. 14-61**

**RESOLUTION ESTABLISHING COMPENSATION PLAN
FOR PAID ON-CALL FIRE PERSONNEL**

WHEREAS, the City of Lino Lakes has decided to integrate fire services into the Public Safety Department; and

WHEREAS, the wages and compensation of paid on-call fire personnel is a vital component of an effective recruitment and retention program; and

WHEREAS, the City of Lino Lakes values a professional and engaged workforce.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lino Lakes that the city does hereby establish the compensation plan for paid on-call fire personnel as follow:

Firefighter	Per Hour Wage
Pre-service training; Calls only not paid for hours in pre-service training	\$ 9.00
Upon completion of basic fire training	\$ 10.50
Upon completion of EMT	\$ 12.00
Upon completion of 5 years of service	\$ 13.50
Upon completion of 10 years of service	\$ 14.00
Upon completion of 15 years of service	\$ 14.50
Upon completion of 20 years of service	\$ 15.00

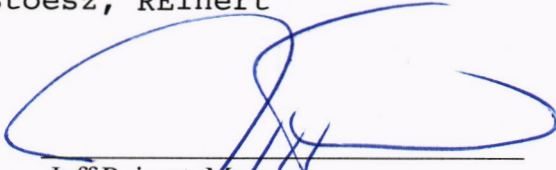
Fire Command / Officer	Monthly Stipend
Fire Lieutenant	\$ 225.00
Station Chief / Deputy Chief	\$ 300.00

Adopted by the City Council of the City of Lino Lakes this 23rd day of June 2014.

The motion for the adoption of the foregoing resolution was introduced by Council Member Kusterman and was duly seconded by Council Member Roeser and upon vote being taken thereon, the following voted in favor thereof:

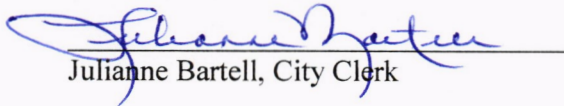
Kusterman, Roeser, Rafferty, Stoesz, REinert

The following voted against same:
none



Jeff Reinert, Mayor

ATTEST:



Julianne Bartell, City Clerk

**CITY OF LINO LAKES
RESOLUTION NO. 16-97**

**RESOLUTION AMENDING THE COMPENSATION PLAN
FOR PAID ON-CALL FIRE PERSONNEL**

WHEREAS, the City of Lino Lakes has integrated fire services into the Public Safety Department; and

WHEREAS, the wages and compensation of paid on-call fire personnel is a vital component of an effective recruitment and retention program; and

WHEREAS, Resolution No. 14-61 established the compensation for paid on-call fire personnel; and

WHEREAS, due to changes in the minimum wage law, the pre-service training hourly rate needs to be increased to be in compliance with state law.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lino Lakes that the City hereby amends the compensation plan for paid on-call fire personnel, effective August 1, 2016:

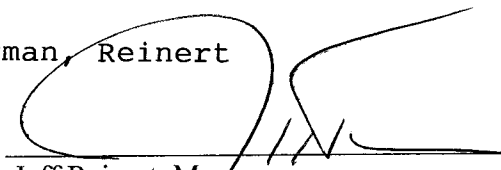
Fire Fighter	Per Hour Wage
For calls during pre-service training	\$ 9.50
Upon completion of the basic fire training (FFI & FFII)	\$10.50
Upon completion of EMT	\$12.00
Upon completion of 5 years of service	\$13.50
Upon completion of 10 years of service	\$14.00
Upon completion of 15 years of service	\$14.50
Upon completion of 20 years of service	\$15.00

Fire Command/ Officer	Monthly Stipend
Fire Lieutenant	\$225.00
Station Chief/ Deputy Chief	\$300.00


Adopted by the City Council of the City of Lino Lakes this 25th day of July 2016.

The motion for the adoption of the foregoing resolution was introduced by Council Member Rafferty and was duly seconded by Council Member Maher and upon vote being taken thereon, the following voted in favor thereof:

Rafferty, Maher, Manthey, Kusterman, Reinert
The following voted against same:
none


Jeff Reinert, Mayor

ATTEST:


Julianne Bartell, City Clerk

WORK SESSION STAFF REPORT
Work Session Item No. 6

Date: August 2, 2021
To: City Council
From: Michael Grochala, Community Development Director
Re: Woods Edge Master Developer Consideration

Background

The City owns approximately 9.5 undeveloped acres in the Legacy at Woods Edge Development. The property is zoned PUD, Planned Unit Development and allows for both commercial and multi-family residential uses at 10-24 units per acre. The City originally owned 20 acres of the site as a result of tax forfeiture and special legislation that was approved in 2011. 10 acres of the site was sold to DR Horton for development of the 112 unit Woods Edge neighborhood in 2015.

The largest remaining site of approximately 6.3 acres is bounded by Village Drive and Town Center Parkway. 2.0 acres is available adjacent to the City Recreation Facility, and another 1.2 acres north of the Community Green.

The site has received some development interest, primarily for multi-family development, over the past five years. The council discussed this as a possible site for the Lyngblomsten project in 2017 as well as a possible grocer site. A developer roundtable discussion was held in 2020 to elicit some interest in the property. However, the closure of the YMCA and Fairview Clinic tempered some of the interest generated by the process.

Several inquiries have shown interest in small portions of the site. However, to avoid a fragmented development site, staff has been reluctant to accept any proposals on the 6.3 acre parcel that did not include the entire parcel. Additionally, with the City taking ownership of the YMCA, use of the 2.0 acre parcel should be revisited for opportunities related to the recreation center and future civic campus expansion.

At this time, staff is recommending the Council consider partnering with a development company to develop the remainder of the site. Under this concept, the development team would serve as the Master Developer to coordinate and attract potential development opportunities. Compensation or developer exclusivity would be addressed in a partnership agreement between the City and Master Developer.

Staff has had some initial discussion with Inland Development Partners (IDP) regarding this scenario. IDP has been very successful in the Twin Cities market related to redevelopment and revitalizing underutilized parcels. Inland has expressed an interest in preparing some

preliminary market analysis for discussion with the Council. This would provide a baseline for revisiting visions and expectations for the property. At that point if there is an interest by the Council to partner with IDP, a preliminary development agreement would be developed to create the partnership.

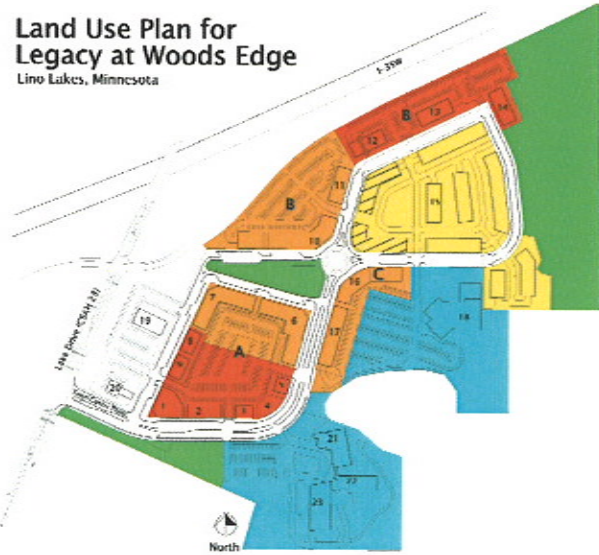
Requested Council Direction

Staff is requesting council interest in pursuing a possible Master Developer arrangement for the Woods Edge property.

Attachments

1. Site Master Plan
2. Site Availability

**Land Use Plan for
Legacy at Woods Edge**
Lino Lakes, Minnesota



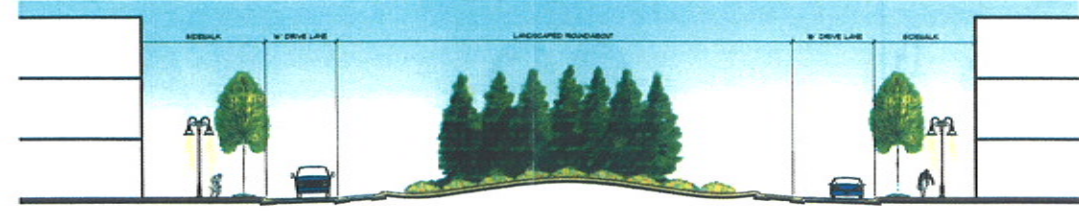
- Legend**
- Residential
 - Residential-X
 - Commercial
 - Mixed Use
 - Open space
 - Civic

BLOCKS	LOT NUMBER	BUILDING TYPE	BUILDING FOOTPRINT	MINIMUM NUMBER FLOORS	MAXIMUM NUMBER FLOORS	MINIMUM SF COMMERCIAL	MAXIMUM SF COMMERCIAL	RESIDENTIAL UNITS
A	1	Commercial/Grocery Office	13,700	1	1	13,700	13,700	
	2	Commercial/Retail Office	8,500	1	3	8,500	25,500	
	3	Commercial/Retail Office	4,400	1	2	4,400	8,800	
	4	Commercial/Retail Office	6,700	1	3	6,700	20,100	
	5	Commercial/Retail Office	3,900	1	3	3,900	11,700	
	6	Commercial/Retail Housing	26,700	1	4	26,700	26,700	67
	7	Commercial/Retail Office	22,092	1	4	22,092	22,092	55
	8	Commercial/Retail Office	5,500	1	2	5,500	11,000	
	9	Commercial/Retail Office	5,500	1	3	5,500	16,500	
B	10	Commercial/Retail Office/Housing	34,000	1	4	34,000	34,000	66
	11	Commercial	10,000	1	3	10,000	30,000	
	12	Commercial	10,000	1	3	10,000	30,000	
	13	Commercial	10,200	1	3	10,200	30,600	
	14	Commercial	10,000	1	3	10,000	30,000	
C	15	Townhomes	NA	NA	NA	NA	NA	190
	16	Commercial/Retail Office/Housing	20,800	1	4	20,800	20,800	38
	17	Commercial/Retail Office/Housing	17,000	1	4	17,000	17,000	32
18	YMCA							
19	Existing Fairview							
20	Existing Bank							
21	Existing City Hall							
22	Existing Early Childhood Center							
23	Existing Police Station							
			208,992			208,992	348,492	450



Legacy at Woods Edge
 Community Development Department
 Lino Lakes, Minnesota
 Development

Site Plan



Central Community Green

meeting Livable Community principles:

Develops Land Uses linked to local & regional transportation systems

converts an industrial and storage site on a major transportation route to a \$115 new development creating mixed-use, walkable downtown in the heart of Lino Lakes

Connects Housing and Centers of Employment, Education, Retail & Recreational Uses

locates new housing immediately above and adjacent to up to 350,000 sq. ft. of new retail, commercial and office space, a new YMCA Community Center, and the existing City Hall and early Education Center; sidewalks and trails connect the Village with nearby schools and the Rice Creek Chain of Lakes Regional Park and Trails system.

Provides a range of housing choices

450 new units including market rate and affordable, homeowner and rental, independent senior and assisted at an average density of over 13 units/acre.,

Protects and enhances natural resources

design is respectful of the ecological environment; water quality and stormwater management measures are integrated;

Included process to ensure successful outcomes

City has developed appropriate zoning tools, including a mixed-use PUD & design guidelines

Ready to Build

The City has a developer, owns 113 of the land and the developer has a purchase agreement for the remaining property; the site plan has been submitted and approved and the final development agreement is ready once funding is approved.



Legacy at Woods Edge City Property

