

EXPANDED AGENDA



**CITY COUNCIL AGENDA**

**Monday, August 23, 2021**

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**6:30 p.m.**

*(Scheduled to be broadcast on Channel 16)*

**City Council: Mayor Rafferty, Councilmembers Cavegn, Lyden, Ruhland and Stoesz**  
**City Administrator: Sarah Cotton**

**COUNCIL WORK SESSION, 5:00 P.M.**

**Community Room (not televised)**

1. (5:00 p.m.) Closed Session – Pending litigation regarding St. Clair Estates
2. Open Session –
  - a. Lyngblomsten Development Update
3. Review Regular Agenda

**CITY COUNCIL MEETING, 6:30 P.M.**

- Call to Order and Roll Call - **Councilmembers Stoesz, Lyden, Cavegn, and Mayor Rafferty were present; Councilmember Ruhland was absent**
- Pledge of Allegiance
- Open Mike / Public Comment *(in person or received in writing prior to meeting)*  
**There were no comments.**
- Setting the Agenda: Addition or Deletion of Agenda Items  
**The agenda was approved as presented.**

**1. CONSENT AGENDA**

- A) August 23, 2021 (Check No. 114870 through 114946 in the Amount of \$1,121,918.75)
- B) Consider Approval of August 2, 2021 Work Session Minutes
- C) Consider Approval of August 9, 2021 Council Meeting Minutes
- D) Consider Approval of 2<sup>nd</sup> Quarter 2021 Financial Report
- E) Consider Resolution No. 21-86 Approving an Extension to Start Construction of Distinctive Elements Tile and Design, LLC
- F) Consider Resolution No. 21-88 Extending the Recording Date for PUD Final Plan/Final Plat of Natures Refuge

**Action Taken: Motion by Cavegn, seconded by Stoesz, to approve Consent Agenda Items 1A through 1F as presented, was adopted**

**2. FINANCE DEPARTMENT REPORT**

No report

**3. ADMINISTRATION DEPARTMENT REPORT**

- A) Consider Resolution No. 21-85, Accepting ISG Consulting Services Proposal, Rick DeGardner

**Action Taken: Motion by Lyden, seconded by Cavegn, to approve Resolution No. 21-85 as presented, was adopted**

- B) Consider Appointment of Human Resources and Communications Manager, Sarah Cotton

**Action Taken: Motion by Cavegn, seconded by Lyden, to approve the appointment of Meg Sawyer as recommended, was adopted**

**4. PUBLIC SAFETY DEPARTMENT REPORT**

No report

**5. PUBLIC SERVICES DEPARTMENT REPORT**

No report

**6. COMMUNITY DEVELOPMENT REPORT**

- A) Consider 2nd Reading of Ordinance No. 07-21, Establishing a Storm Water Utility, Michael Grochala

**Action Taken: Motion by Lyden, seconded by Cavegn, to approve the second reading and passage of Ordinance No. 07-21 as presented, was adopted: Yeas, 3; Nays, 1 (Stoesz); Absent - Ruhland**

- B) Consider Resolution 21-87, Order Project, Approve the Plans and Specifications and Authorize the Ad for Bid, CRJ/CSAH 49 (Hodgson Road) Trunk Utility Improvements, Diane Hankee

**Action Taken: Motion by Stoesz, seconded by Cavegn, to approve the first reading of Ordinance No. 07-21 as presented, was adopted**

**7. UNFINISHED BUSINESS**

None

**8. NEW BUSINESS**

None

**Adjournment**

**Motion by Cavegn, seconded by Lyden, to adjourn at 7:15 p.m., was adopted**

*Following adjournment of the regular council meeting, the City Council will reconvene for a special work session to discuss the 2022 Budget*

***Community Calendar – A Look Ahead***  
**August 23, 2021 through September 13, 2021**

✚	Wednesday, August 25	6:30 pm, Council Chambers	Environmental Board
✚	Wednesday, September 1	6:30 pm, Council Chambers	Park Board
✚	Thursday, September 2	8:00 am, Community Room	EDAC
✚	Tuesday, September 7	6:00 pm, Community Room	Council Work Session
✚	Wednesday, September 8	6:30 pm, Council Chambers	Planning & Zoning Board
✚	Tuesday, September 13	6:00 pm, Community Room	Council Work Session
✚	Tuesday, September 13	6:30 pm, Council Chambers	City Council Meeting

**WORK SESSION STAFF REPORT**  
**Work Session Item No. 2a**

**Date:** August 23, 2021  
**To:** City Council  
**From:** Michael Grochala, Community Development Director  
**Re:** Lyngblomsten – Update – Contract for Private Development

**Background**

The City Council approved the PUD Final Plan for the Lyngblomsten development on July 26, 2021. Staff is currently working with Kennedy & Graven, Baker Tilly, and Lyngblomsten on amendments to the Contract for Private Development that was previously approved by the EDA in July of 2019.

The contract needs amended to address project start and completion timelines resulting from the nearly two year delay of the project. Additionally, Lyngblomsten is also requesting additional assistance.

Staff will provide additional information at the meeting.

**Requested Council Direction**

None. Discussion only.

**Attachments**

1. None.



# **Expenditures**

August 23, 2021

Check #114870 to #114946

\$1,121,918.75

# Accounts Payable

## Check Detail

User: katie.christofferson  
Printed: 08/17/2021 - 7:55AM



Check Number	Check Date	Check Description	Amount
<b>11 - Ace Solid Waste, Inc.</b>			
114870	08/23/2021	10 - 1189 Main St	
		Inv August 2021 10 - 1189 Main St Commingle Recycling	519.69
114870 Total:			519.69
<b>11 - Ace Solid Waste, Inc. Total:</b>			519.69
<b>1661 - AEM Financial Solutions, LLC</b>			
114871	08/23/2021		
		Inv 446785 2020 TIF Reporting	2,500.00
114871 Total:			2,500.00
<b>1661 - AEM Financial Solutions, LLC Total:</b>			2,500.00
<b>16 - Aid Electric Corporation</b>			
114872	08/23/2021		
		Inv 66550 New generator at Lift Station#8	10,000.00
114872 Total:			10,000.00
<b>16 - Aid Electric Corporation Total:</b>			10,000.00
<b>42 - Anoka County Property Records &amp; Taxation</b>			
114873	08/23/2021		
		Inv 21-50465 Easement Encroachment Agreement	368.00
		Inv 21-52076 Easement Encroachment Agreement	138.00
		Inv 21-53087 Resolution - 2300 Main Street	92.00
114873 Total:			598.00
<b>42 - Anoka County Property Records &amp; Taxation Total:</b>			598.00
<b>54 - Aspen Mills, Inc.</b>			
114874	08/23/2021		
		Inv 277970 Uniform Allowance - New Hire - E. Heu	89.89
		Inv 278016 Uniform Allowance - New Hire - E. Heu	958.95
		Inv 278032 Uniform Allowance - New Hire - S. Berger	1,030.59
		Inv 278064 Uniform Allowance - K. Kraemer	29.95
		Inv 278182 Uniform Allowance - C. Boehme	59.85
		Inv 278220 Uniform Allowance - N. Hamann	42.85

Check Number	Check Date	Check Description	Amount
Inv 278221		Uniform Allowance - A. Halverson	39.85
Inv 278336		Uniform Allowance - D. Thill	93.55
Inv 278385		Uniform Allowance - New Hire - S. Berger	46.95
Inv 278506		Uniform Allowance - New Hire - S. Berger	39.00
Inv CM4354		Uniform Allowance - New Hire - E. Heu -	-98.35
114874 Total:			2,333.08
<b>54 - Aspen Mills, Inc. Total:</b>			2,333.08
<b>1290 - Boonstra, Jason</b>			
114875	08/23/2021		
Inv 7/29/2021		Tuition - Soil Class	145.60
114875 Total:			145.60
<b>1290 - Boonstra, Jason Total:</b>			145.60
<b>115 - Centennial Utilities</b>			
114876	08/23/2021	120 - 6918 Sunrise	
Inv July 2021		140 - 6811 Lake Drive Natural Gas	2,697.58
114876 Total:			2,697.58
<b>115 - Centennial Utilities Total:</b>			2,697.58
<b>116 - CenterPoint Energy</b>			
114877	08/23/2021	110	
Inv July 2021		140 Natural Gas	407.05
114877 Total:			407.05
<b>116 - CenterPoint Energy Total:</b>			407.05
<b>122 - CES Imaging 101-432-4410-503</b>			
114878	08/23/2021		
Inv INV130402		August Plotter/Scanner Maintenance Contr	80.00
114878 Total:			80.00
<b>122 - CES Imaging Total:</b>			80.00
<b>136 - City of Roseville</b>			
114879	08/23/2021		
Inv 0230259		August IT Services	18,216.98
114879 Total:			18,216.98
<b>136 - City of Roseville Total:</b>			18,216.98

Check Number	Check Date	Check Description	Amount
<b>761 - Comcast 101-432-4321-502</b>			
114880	08/23/2021		
	Inv 7/24/2021	August Phone Services - Account #8772105	356.73
114880 Total:			356.73
<b>761 - Comcast Total:</b>			356.73
<b>149 - Connexus Energy</b>			
114881	08/23/2021	03	
	Inv July 2021	01 Electric	6,104.95
114881 Total:			6,104.95
<b>149 - Connexus Energy Total:</b>			6,104.95
<b>1278 - Core &amp; Main LP</b>			
114882	08/23/2021		
	Inv P321956	Water Meters Radio Upgrade	226.00
114882 Total:			226.00
<b>1278 - Core &amp; Main LP Total:</b>			226.00
<b>1406 - Corrective Asphalt Materials, LLC</b>			
114883	08/23/2021		
	Inv 017706-000-1	2021 Street Maintenance Project	124,312.15
114883 Total:			124,312.15
<b>1406 - Corrective Asphalt Materials, LLC Total:</b>			124,312.15
<b>170 - Davis Equipment Corporation</b>			
114885	08/23/2021		
	Inv EI14446	2 Spindle housings #409	266.60
114885 Total:			266.60
<b>170 - Davis Equipment Corporation Total:</b>			266.60
<b>1757 - Davis, Phillip</b>			
114884	08/23/2021		
	Inv 8/10/2021	Organic Site Tours	51.52
114884 Total:			51.52
<b>1757 - Davis, Phillip Total:</b>			51.52
<b>1032 - Ecolab</b>			
114886	08/23/2021		



Check Number	Check Date	Check Description	Amount
Inv 6262866336		Enzymatic soap for turn out gear	502.11
114886 Total:			502.11
<b>1032 - Ecolab Total:</b>			502.11
<b>192 - Emergency Apparatus Maintenance</b>			
114887	08/23/2021		
Inv 119622		Full service/pump service inspection #61	982.55
Inv 119655		NFPA Pump Test #611	265.00
Inv 119679		Repair items from Aerial Inspection #611	1,719.30
114887 Total:			2,966.85
<b>192 - Emergency Apparatus Maintenance Total:</b>			2,966.85
<b>1493 - Erickson, Marsha</b>			
114888	08/23/2021		
Inv 3025		Lino Lakes Fall 2021 Newsletter	1,600.00
114888 Total:			1,600.00
<b>1493 - Erickson, Marsha Total:</b>			1,600.00
<b>204 - Factory Motor Parts Company</b>			
114889	08/23/2021		
Inv 159-054089		Core Return	-40.00
Inv 159-054099		Brake pads #311	53.14
Inv 159-054274		Serpentine belt & pulley assembly belt #	70.44
Inv 1-7051050		Front rotors #311	111.42
Inv 1-7065033		Fuel filters	104.28
114889 Total:			299.28
<b>204 - Factory Motor Parts Company Total:</b>			299.28
<b>1529 - Ferguson Enterprises LLC #3326</b>			
114890	08/23/2021		
Inv 0195575		Locator repair	23.61
Inv 0196800		Debris removal tools	544.87
114890 Total:			568.48
<b>1529 - Ferguson Enterprises LLC #3326 Total:</b>			568.48
<b>210 - Ferguson Waterworks #2518</b>			
114891	08/23/2021		
Inv 0478082		Locator repair fee	150.00
114891 Total:			150.00

Check Number	Check Date	Check Description	Amount
<b>210 - Ferguson Waterworks #2518 Total:</b>			150.00
<b>225 - Frattallone's/Circle Pines Ace</b>			
114892	08/23/2021		
		Inv 075549/G Raid wasp & hornet spray	73.33
		Inv 075638/G Painting supplies	4.27
114892 Total:			77.60
<b>225 - Frattallone's/Circle Pines Ace Total:</b>			77.60
<b>244 - Gopher State One-Call</b>			
114893	08/23/2021		
		Inv 1070539 July Tickets	769.50
114893 Total:			769.50
<b>244 - Gopher State One-Call Total:</b>			769.50
<b>271 - Hawkins, Inc.</b>			
114894	08/23/2021		
		Inv 4998380 Chlorine, Hydrofluosilicic Acid, and LPC	16,362.35
114894 Total:			16,362.35
<b>271 - Hawkins, Inc. Total:</b>			16,362.35
<b>294 - Hotsy Equipment of Minnesota</b>			
114895	08/23/2021		
		Inv 71851 Replacement pressure washer hose for str	229.95
114895 Total:			229.95
<b>294 - Hotsy Equipment of Minnesota Total:</b>			229.95
<b>1749 - Huebsch Services</b>			
114896	08/23/2021		
		Inv 20087481 Mats	49.10
		Inv 20087482 Mats	54.06
		Inv 20087483 Towels	40.25
		Inv 20087484 Mats	52.89
		Inv 20088739 Mats	49.10
		Inv 20090072 Mats	49.10
		Inv 20090073 Mats	54.06
		Inv 20090074 Mats	58.07
		Inv 20090075 Towels	40.25
		Inv 20090076 Mats	52.89
		Inv 20091337 Mats	49.10
		Inv 20091338 Mats	25.08
114896 Total:			573.95

Check Number	Check Date	Check Description	Amount
<b>1749 - Huebsch Services Total:</b>			573.95
<b>304 - Hydraulics Plus &amp; Consulting</b>			
114897	08/23/2021		
		Inv 14531 Coupling	153.85
114897 Total:			153.85
<b>304 - Hydraulics Plus &amp; Consulting Total:</b>			153.85
<b>306 - Image Printing &amp; Graphics, Inc</b>			
114898	08/23/2021		
		Inv 159105 Replace Check #114729 - 500 Water Meter	113.51
		Inv 159226 Replace Check #114729 - UB Statement Pro	179.42
114898 Total:			292.93
<b>306 - Image Printing &amp; Graphics, Inc Total:</b>			292.93
<b>1177 - Innovative Office Solutions LLC</b>			
114899	08/23/2021		
		Inv IN3431205 Binder and toner	83.42
		Inv IN3437128 Ink and white out	46.37
114899 Total:			129.79
<b>1177 - Innovative Office Solutions LLC Total:</b>			129.79
<b>1776 - Invision Services, LLC</b>			
114900	08/23/2021		
		Inv 9063 Cedar Street road striping	800.00
114900 Total:			800.00
<b>1776 - Invision Services, LLC Total:</b>			800.00
<b>317 - J.P. Cooke Company, Inc.</b>			
114901	08/23/2021		
		Inv 684291 Stamp - J. Crowe	48.00
114901 Total:			48.00
<b>317 - J.P. Cooke Company, Inc. Total:</b>			48.00
<b>1717 - Jacon, LLC</b>			
114902	08/23/2021		
		Inv 017458-000-1 Tower Park Improvement Project	16,633.31
114902 Total:			16,633.31

Check Number	Check Date	Check Description	Amount
<b>1717 - Jacon, LLC Total:</b>			16,633.31
<b>344 - KLM Engineering, Inc.</b>			
114903	08/23/2021		
		Inv 8391 Antenna Drawing - T-Mobile Hydropillar T	4,200.00
114903 Total:			4,200.00
<b>344 - KLM Engineering, Inc. Total:</b>			4,200.00
<b>782 - L.T.G. Power Equipment</b>			
114904	08/23/2021		
		Inv 260866 Clutch #405	405.85
		Inv 260875 Spindle assembly #405	257.24
		Inv 260903 Fuel filter and Hydo Gear Filter Kit #40	192.49
114904 Total:			855.58
<b>782 - L.T.G. Power Equipment Total:</b>			855.58
<b>370 - League of MN Cities Insurance Trust</b>			
114905	08/23/2021	18	
		Inv 2021-2022 60 Work Comp Ins 2021-2022	298,064.00
114905 Total:			298,064.00
<b>370 - League of MN Cities Insurance Trust Total:</b>			298,064.00
<b>1615 - Lennar MN Division</b>			
114906	08/23/2021		
		Inv 2019-01782 Escrow Release - 7260 Watermark Way	6,400.00
		Inv 2019-02142 Escrow Release - 7261 Watermark Way	5,400.00
		Inv 2019-02165 Escrow Release - 7272 Watermark Way	3,400.00
		Inv 2019-02171 Escrow Release - 7317 Crane Dr	5,400.00
		Inv 2019-02183 Escrow Release - 7309 Crane Dr	5,400.00
		Inv 2020-00003 Escrow Release - 7286 Geneva Ct	4,400.00
		Inv 2020-00342 Escrow Release - 7288 Watermark Way	5,400.00
		Inv 2020-00453 Escrow Release - 2051 DiamondLn	3,400.00
		Inv 2020-00570 Escrow Release - 2044 DiamondLn	5,400.00
		Inv 2020-01086 Escrow Release - 2043 DiamondLn	5,400.00
		Inv 2020-01227 Escrow Release - 7294 Geneva Ct	5,400.00
		Inv 2020-01277 Escrow Release - 2047 Balsam Way	4,400.00
		Inv 2020-01329 Escrow Release - 2071 Balsam Way	5,300.00
		Inv 2020-01504 Escrow Release - 2079 Balsam Way	4,400.00
		Inv 2020-01613 Escrow Release - 2075 Balsam Way	6,800.00
		Inv 2020-02051 Escrow Release - 7368 Emily Circle	5,400.00
		Inv 2020-02170 Escrow Release - 2003 DiamondLn	6,400.00
		Inv 2021-00005 Escrow Release - 7400 Emily Circle	3,400.00
114906 Total:			91,500.00

Check Number	Check Date	Check Description	Amount
<b>1615 - Lennar MN Division Total:</b>			91,500.00
<b>394 - Macqueen Equipment, Inc.</b>			
114907	08/23/2021		
		Inv P00766 Cylinder of calibration gas for 4 gas mo	313.73
		Inv P05536 5" Storz to 4.5" NH adaptor	337.48
		Inv P05544 White hose, red hose, wild land yellow h	1,221.48
114907 Total:			1,872.69
<b>394 - Macqueen Equipment, Inc. Total:</b>			1,872.69
<b>UB*00097 - MATZKE, TAMMY</b>			
114908	08/23/2021		
		Inv Refund Check 008416-000, 192ULMER DR	68.31
114908 Total:			68.31
<b>UB*00097 - MATZKE, TAMMY Total:</b>			68.31
<b>418 - Menards - Forest Lake</b>			
114909	08/23/2021		
		Inv 67664 Painting supplies for Lift Station vents	56.00
		Inv 68377 Windex, painting supplies, paint pail li	62.84
114909 Total:			118.84
<b>418 - Menards - Forest Lake Total:</b>			118.84
<b>423 - Met Council Environmental Services 602-495-4405-000</b>			
114910	08/23/2021		
		Inv 0001127922 September Waste Water Services	82,374.02
114910 Total:			82,374.02
<b>423 - Met Council Environmental Services Total:</b>			82,374.02
<b>420 - Met Council Environmental Services (SAC)</b>			
114911	08/23/2021		
		Inv July 2021 July SAC Report	115,627.05
114911 Total:			115,627.05
<b>420 - Met Council Environmental Services (SAC) Total:</b>			115,627.05
<b>421 - Metro Sales Incorporated</b>			
114912	08/23/2021		
		Inv INV1864945 Copier Maintenance Contract Ricoh/MP 405	36.00
		Inv INV1864949 Copier Maintenance Contract Ricoh/IM C25	253.98

Check Number	Check Date	Check Description	Amount
114912 Total:			289.98
<b>421 - Metro Sales Incorporated Total:</b>			289.98
<b>1036 - Minnesota Petroleum Service</b>			
114913	08/23/2021		
		Inv 0000094979 Replace electrical wiring between underg	466.14
114913 Total:			466.14
<b>1036 - Minnesota Petroleum Service Total:</b>			466.14
<b>450 - MN Department of Health</b>			
114914	08/23/2021		
		Inv 7/20/2021 Class D Water Operators Testing Fee - L.	64.00
114914 Total:			64.00
<b>450 - MN Department of Health Total:</b>			64.00
<b>451 - MN Department of Labor &amp; Industry 101-432-4452-000</b>			
114915	08/23/2021		
		Inv ABR0260502X Boiler and Pressure Vessel	30.00
114915 Total:			30.00
<b>451 - MN Department of Labor &amp; Industry Total:</b>			30.00
<b>639 - MN Department of Transportation - Commissioner</b>			
114916	08/23/2021		
		Inv P00013520 Material Testing & Inspection	333.88
114916 Total:			333.88
<b>639 - MN Department of Transportation - Commissioner Total:</b>			333.88
<b>470 - MTI Distributing, Inc.</b>			
114917	08/23/2021		
		Inv 1317679-00 Starter assembly #141	503.43
114917 Total:			503.43
<b>470 - MTI Distributing, Inc. Total:</b>			503.43
<b>477 - NAC Mechanical &amp; Electrical</b>			
114918	08/23/2021		
		Inv 186939 Boiler repair at Fire #2	579.00
		Inv 186975 Vav box repair	213.00

Check Number	Check Date	Check Description	Amount
114918 Total:			792.00
<b>477 - NAC Mechanical &amp; Electrical Total:</b>			792.00
<b>479 - Nardini Fire Equipment Co</b>			
114919	08/23/2021	Inv IV00179888 100 lb water gauge	13.29
114919 Total:			13.29
<b>479 - Nardini Fire Equipment Co Total:</b>			13.29
<b>1057 - Northland Recreation, LLC</b>			
114920	08/23/2021	Inv 2413 Toddler swings - Lino Park	369.35
114920 Total:			369.35
<b>1057 - Northland Recreation, LLC Total:</b>			369.35
<b>497 - Northway Irrigation/Landscape</b>			
114921	08/23/2021	Inv 111946 Replaced valve zone 22, replaced 7 spray	707.66
		Inv 111956 Controller set up heads replaced - Rec C	1,273.59
		Inv 112196 Valve repair and new wire and valve set	859.64
114921 Total:			2,840.89
<b>497 - Northway Irrigation/Landscape Total:</b>			2,840.89
<b>1040 - Office of the Secretary of State</b>			
114922	08/23/2021	Inv 8/3/2021 Notary Commission Renewal - L. Hawkinson	120.00
114922 Total:			120.00
<b>1040 - Office of the Secretary of State Total:</b>			120.00
<b>508 - Optum</b>			
114923	08/23/2021	Inv 10199059712 July Retiree & Cobra Fees	90.00
114923 Total:			90.00
<b>508 - Optum Total:</b>			90.00
<b>509 - O'Reilly Automotive Stores</b>			
114924	08/23/2021	Inv 5914-169157 Oil filters and fuel filters	278.61

Check Number	Check Date	Check Description	Amount
Inv 5914-169163		Air filter #224	44.33
Inv 5914-169421		Power plug #405	6.98
Inv 5914-170072		Fuel filters, oil filters, transmission	38.23
Inv 5914-1770068		Fuel filters, oil filters, transmission	124.00
114924 Total:			492.15
<b>509 - O'Reilly Automotive Stores Total:</b>			492.15
<b>1780 - Ouerson Sewer &amp; Water, Inc</b>			
114925	08/23/2021		
Inv 6294		Installed Source 1 Environmental Wye/Tee	4,965.00
114925 Total:			4,965.00
<b>1780 - Ouerson Sewer &amp; Water, Inc Total:</b>			4,965.00
<b>1085 - Paul Emmerich Construction, Inc.</b>			
114926	08/23/2021		
Inv 2020-01102		Escrow Release - 2101 21st Ave S	4,400.00
114926 Total:			4,400.00
<b>1085 - Paul Emmerich Construction, Inc. Total:</b>			4,400.00
<b>551 - Premium Waters, Inc. 101-432-4410-500</b>			
114927	08/23/2021		
Inv 608417-07-21		Kandiyohi Water	75.49
114927 Total:			75.49
<b>551 - Premium Waters, Inc. Total:</b>			75.49
<b>552 - Press Publications, Inc.</b>			
114928	08/23/2021		
Inv 710139		Public Hearing - Storm Water Utility	40.96
114928 Total:			40.96
<b>552 - Press Publications, Inc. Total:</b>			40.96
<b>1092 - Quadient Finance USA, Inc.</b>			
114929	08/23/2021		
Inv 8/15/2021		Postage Machine Postage	500.00
114929 Total:			500.00
<b>1092 - Quadient Finance USA, Inc. Total:</b>			500.00
<b>853 - RDJ Specialties, Inc.</b>			



Check Number	Check Date	Check Description	Amount
114930	08/23/2021		
		Inv 114495 Children's Tattoos	387.68
114930 Total:			387.68
<b>853 - RDJ Specialties, Inc. Total:</b>			387.68
<b>571 - Republic Services #899 101-432-4384-503</b>			
114931	08/23/2021		
		Inv 0899-003756905 August Organics City Hall	186.39
114931 Total:			186.39
<b>571 - Republic Services #899 Total:</b>			186.39
<b>1578 - SBRK Finance Holdings, Inc</b>			
114932	08/23/2021		
		Inv INV-006939 July UB Web Payments Trans Fee/Active Ac	577.00
114932 Total:			577.00
<b>1578 - SBRK Finance Holdings, Inc Total:</b>			577.00
<b>609 - SHI International Corp</b>			
114933	08/23/2021		
		Inv B13874261 Microsoft Office - Communications Specia	268.00
114933 Total:			268.00
<b>609 - SHI International Corp Total:</b>			268.00
<b>634 - Staples Business Credit</b>			
114934	08/23/2021		
		Inv 163.6936482 Notebooks, toner, binder clips, envelope	126.03
114934 Total:			126.03
<b>634 - Staples Business Credit Total:</b>			126.03
<b>651 - T.A. Schifsky and Sons, Inc.</b>			
114935	08/23/2021		
		Inv 017006-000-6 2021 Street Improvement Projects	189,097.06
114935 Total:			189,097.06
<b>651 - T.A. Schifsky and Sons, Inc. Total:</b>			189,097.06
<b>655 - TASC - Client Invoices</b>			
114936	08/23/2021		
		Inv IN2081546 July Administration Fees	100.50

Check Number	Check Date	Check Description	Amount
114936 Total:			100.50
<b>655 - TASC - Client Invoices Total:</b>			100.50
<b>656 - TDS Metrocom MN</b>			
114937	08/23/2021		
	Inv 8/13/2021	Telephone Services	239.48
114937 Total:			239.48
<b>656 - TDS Metrocom MN Total:</b>			239.48
<b>671 - Trans Union LLC</b>			
114938	08/23/2021		
	Inv 07106068	Background check	16.45
114938 Total:			16.45
<b>671 - Trans Union LLC Total:</b>			16.45
<b>681 - Twin Cities Transport &amp; Recovery</b>			
114939	08/23/2021		
	Inv 21-0726-56964	ICR #21-164962	85.00
114939 Total:			85.00
<b>681 - Twin Cities Transport &amp; Recovery Total:</b>			85.00
<b>686 - U.S. Bank</b>			
114940	08/23/2021		
	Inv 6199640	2013A Paying Agent Fee	500.00
	Inv 6200184	2020A Paying Agent Fee	500.00
114940 Total:			1,000.00
<b>686 - U.S. Bank Total:</b>			1,000.00
<b>687 - U.S. Bank Visa</b>			
114941	08/23/2021		
	Inv 8/12/2021	Frattallone's/Watering can, rake, hand t	21,198.71
114941 Total:			21,198.71
<b>687 - U.S. Bank Visa Total:</b>			21,198.71
<b>695 - UPS/United Parcel Service</b>			
114942	08/23/2021		
	Inv 0000A91R28311	Postage	57.66

Check Number	Check Date	Check Description	Amount
114942 Total:			57.66
<b>695 - UPS/United Parcel Service Total:</b>			57.66
<b>1104 - Walters Recycling &amp; Refuse</b>			
114943	08/23/2021		
Inv 5554932		Trash & Recycling - 1189 MainSt	1,084.55
114943 Total:			1,084.55
114944	08/23/2021		
Inv 5554837		Trash & Recycling - 7690 Village Dr	46.54
114944 Total:			46.54
<b>1104 - Walters Recycling &amp; Refuse Total:</b>			1,131.09
<b>733 - WSB &amp; Associates, Inc.</b>			
114945	08/23/2021		
Inv 0-002988-560-36		June Saddle Club 4th Addition	69.00
Inv R-011406-000-18		June Natures Refuge	82.00
Inv R-012365-000-29		June Lyngblomsten Senior Housing	503.50
Inv R-012443-000-33		June Watermark 1st Addition	440.00
Inv R-012469-000-32		June Eastside Villas	220.00
Inv R-013084-000-30		June NE Drainage Improvement Project	579.50
Inv R-013091-000-32		June Water Tower No. 3	7,637.00
Inv R-013912-000-23		June Well House No. 1 Rehabilitation	1,629.00
Inv R-014757-000-21		June Watermark 2nd Addition	421.75
Inv R-015306-000-19		June Nadeau Acres	6,013.50
Inv R-015628-000-17		June Watermark 3rd Addition	1,786.75
Inv R-016587-000-7		June Otter Crossing - Lino B	2,355.00
Inv R-016591-000-9		June 2021 Birch Street Watermain Improve	4,813.00
Inv R-017006-000-9		June 2021 Street Improvement Projects	25,192.25
Inv R-017363-000-7		June Watermark 4th Addition	1,686.00
Inv R-017371-000-6		June 2021 General EngineeringServices	7,400.00
Inv R-017372-000-6		June 2021 Miscellaneous	323.00
Inv R-017373-000-6		June 2021 Private Utility Permits	1,230.00
Inv R-017374-000-6		June 2021 GPS/GIS Miscellaneous Assistan	1,846.00
Inv R-017458-000-6		June 2021 Tower Park Site Improvements	1,936.00
Inv R-017505-000-4		June 2021 Surface Water Maintenance Proj	2,714.25
Inv R-017517-000-5		June Risk Assessment and Emergency Respo	2,141.25
Inv R-017518-000-6		June Storm Water Utility	3,137.50
Inv R-017644-000-5		June 2021 Special Economic Development P	1,900.00
Inv R-017704-000-3		June 2021 Trail Maintenance Project	2,512.25
Inv R-017706-000-4		June 2021 Street Maintenance Project	1,269.00
Inv R-018131-000-3		June Nadeau Acres 2nd Addition	1,260.50
Inv R-018272-000-2		June NE Drainage Area - East Region Plan	702.00
Inv R-018377-000-1		June 2021 Pond Surveys	1,106.25
Inv R-018391-000-2		June Butler Addition	749.00
Inv R-018446-000-1		June Huntson Addition ConceptPlan	807.50
Inv R-018524-000-1		June Winters Wetland Bank	857.50
114945 Total:			85,320.25

Check Number	Check Date	Check Description	Amount
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<b>733 - WSB &amp; Associates, Inc. Total:</b>			85,320.25
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**743 - Ziegler, Inc.**

114946	08/23/2021		
		Inv CM000017941 Warrant Part Credit	-182.94
		Inv IN000182348 Cabin air filters #251	59.06
		Inv IN000188790 Switch Assembly #251	30.78
		Inv IN000191796 Seal, filter, nozzle #266	130.00
		Inv IN000203313 Kit-Lining #251	49.62

114946 Total:			86.52
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<b>743 - Ziegler, Inc. Total:</b>			86.52
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Total:			1,121,918.75
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City of Lino Lakes  
Activity Codes

<u>Code</u>	<u>Description</u>	<u>Code</u>	<u>Description</u>
401	Mayor/Council	817	Spring Fling
402	Administration	818	Winter Festival
403	Elections	819	Community Gardens
404	Cable TV	822	Family Corn Roast
405	Charter Administration	827	Gobbler Games
407	Finance	830	Adult Golf Lessons
414	Legal Consultants	835	Youth Skating Class
415	Economic Development	850	Golf Academy
416	Planning & Zoning	856	Youth Soccer
417	Engineering	857	Soccer Fundamentals
418	Community Development	860	Secret Shop
420	Police Protection	864	Preschool Playtime
421	Fire Protection	868	Little Goblins Party
422	Building Inspections	871	Flag Football
430	Streets	875	Snow Day
431	Fleet Management	876	Kite Day
432	Government Buildings	877	Rockin' in the Park
450	Parks	879	Movies in the Park
451	Recreation	890	Senior Programs
461	Environmental		
462	Solid Waste Abatement		
463	Forestry		
494	Water		
495	Sanitary Sewer		
499	Other		
802	Dodgeball Camp		
806	Youth T-Ball		
808	Youth Baseball Camp		
810	Youth Playground		
811	Youth Safety Camp		
812	Youth Art Camps		
814	Senior Programs/Book Club		



**AP Checks by Account Number  
8/23/2021 City Council Meeting**

Vendor	Fund/Dept	Account	Amount	Check #	Description
League of MN Cities Insurance Trust	101-000	101-000-1550-000	185,955.00	114905	Work Comp Ins 2021-2022
Anoka County Property Records & Taxation	101-000	101-000-2081-000	46.00	114873	Easement Encroachment Agreement
Anoka County Property Records & Taxation	101-000	101-000-2081-000	138.00	114873	Easement Encroachment Agreement
Anoka County Property Records & Taxation	101-000	101-000-2081-000	368.00	114873	Easement Encroachment Agreement
Met Council Environmental Services (SAC)	101-000	101-000-2120-000	116,795.00	114911	July SAC Report
Met Council Environmental Services (SAC)	101-000	101-000-3414-000	-1,167.95	114911	July SAC Report
	<b>101-000 Total</b>		<b>302,134.05</b>		
League of MN Cities Insurance Trust	101-401	101-401-4151-000	25.00	114905	Work Comp Ins 2021-2022
Erickson Marsha	101-401	101-401-4343-000	1,600.00	114888	Lino Lakes Fall 2021 Newsletter
	<b>101-401 Total</b>		<b>1,625.00</b>		
League of MN Cities Insurance Trust	101-402	101-402-4151-000	850.00	114905	Work Comp Ins 2021-2022
Optum	101-402	101-402-4310-000	90.00	114923	July Retiree & Cobra Fees
U.S. Bank Visa	101-402	101-402-4330-000	520.00	114941	League of MN Cities/2021 MCMA Annual Conference - S. Cotton
U.S. Bank Visa	101-402	101-402-4330-000	350.00	114941	Labor Institute/2021 Annual Conference - M. Sawyer
TASC - Client Invoices	101-402	101-402-4410-000	100.50	114936	July Administration Fees
	<b>101-402 Total</b>		<b>1,910.50</b>		
League of MN Cities Insurance Trust	101-407	101-407-4151-000	514.00	114905	Work Comp Ins 2021-2022
City of Roseville	101-407	101-407-4310-000	16,758.98	114879	August IT Services
SHI International Corp	101-407	101-407-4310-000	268.00	114933	Microsoft Office - Communications Specialist
U.S. Bank Visa	101-407	101-407-4330-000	230.00	114941	MNGFOA/2021 Annual Conference - H. Lynch
	<b>101-407 Total</b>		<b>17,770.98</b>		
League of MN Cities Insurance Trust	101-415	101-415-4151-000	43.00	114905	Work Comp Ins 2021-2022
WSB & Associates Inc.	101-415	101-415-4300-000	1,900.00	114945	June 2021 Special Economic Development Projects
	<b>101-415 Total</b>		<b>1,943.00</b>		
League of MN Cities Insurance Trust	101-416	101-416-4151-000	192.00	114905	Work Comp Ins 2021-2022
	<b>101-416 Total</b>		<b>192.00</b>		
WSB & Associates Inc.	101-417	101-417-4300-000	726.00	114945	June 2021 GPS/GIS Miscellaneous Assistance
WSB & Associates Inc.	101-417	101-417-4300-000	242.00	114945	June 2021 GPS/GIS Miscellaneous Assistance
WSB & Associates Inc.	101-417	101-417-4300-000	323.00	114945	June 2021 Miscellaneous
WSB & Associates Inc.	101-417	101-417-4300-000	1,230.00	114945	June 2021 Private Utility Permits
WSB & Associates Inc.	101-417	101-417-4410-000	5,180.00	114945	June 2021 General Engineering Services
	<b>101-417 Total</b>		<b>7,701.00</b>		
League of MN Cities Insurance Trust	101-418	101-418-4151-000	348.00	114905	Work Comp Ins 2021-2022
WSB & Associates Inc.	101-418	101-418-4300-000	152.00	114945	June 2021 GPS/GIS Miscellaneous Assistance
	<b>101-418 Total</b>		<b>500.00</b>		
League of MN Cities Insurance Trust	101-420	101-420-4151-000	56,255.00	114905	Work Comp Ins 2021-2022
Innovative Office Solutions LLC	101-420	101-420-4200-000	46.37	114899	Ink and white out
Innovative Office Solutions LLC	101-420	101-420-4200-000	83.42	114899	Binder and toner
J.P. Cooke Company Inc.	101-420	101-420-4200-000	48.00	114901	Stamp - J. Crowe
Staples Business Credit	101-420	101-420-4200-000	126.03	114934	Notebooks toner binder clips envelopes
U.S. Bank Visa	101-420	101-420-4211-000	21.40	114941	Amazon/AAA Batteries
U.S. Bank Visa	101-420	101-420-4213-000	180.00	114941	Xtreme Apparel/20 Firearm Safety Hats for 2021
RDJ Specialties Inc.	101-420	101-420-4214-000	387.68	114930	Children's Tattoos
U.S. Bank Visa	101-420	101-420-4214-000	11.98	114941	Holiday Stations/Night to Unite bottled water
U.S. Bank Visa	101-420	101-420-4240-000	29.97	114941	Amazon/Tape measure
U.S. Bank Visa	101-420	101-420-4300-000	0.66	114941	DMV/Service Fee
U.S. Bank Visa	101-420	101-420-4300-000	27.00	114941	DMV/Title and filing fee for 3 forfeiture vehicles
U.S. Bank Visa	101-420	101-420-4300-000	92.24	114941	State of Minnesota/Police Officer License - S. Bergeron
U.S. Bank Visa	101-420	101-420-4300-000	20.49	114941	Hennepin County/Notary Recording Fee - J. Crowe
U.S. Bank Visa	101-420	101-420-4300-000	92.24	114941	State of Minnesota/Police Officer License - E. Heu
U.S. Bank Visa	101-420	101-420-4321-000	1,816.34	114941	Verizon/Phone services
UPS/United Parcel Service	101-420	101-420-4322-000	57.66	114942	Postage
U.S. Bank Visa	101-420	101-420-4330-000	418.95	114941	STORM Training/Tuition - G. Carlson
U.S. Bank Visa	101-420	101-420-4330-000	995.00	114941	Dolan Consulting/Tuition - N. Hamann
U.S. Bank Visa	101-420	101-420-4330-000	1,400.00	114941	Police Technical Training/Tuition-Boehme Schaaf Klosner Owens
U.S. Bank Visa	101-420	101-420-4330-000	300.00	114941	Public Agency Training/Tuition - Owens Schaaf Klosner Boehme
U.S. Bank Visa	101-420	101-420-4330-000	395.00	114941	IAPE/Tuition - A. Hallin
U.S. Bank Visa	101-420	101-420-4330-000	600.00	114941	Association of Training Officers/Tuition - J. Cree
U.S. Bank Visa	101-420	101-420-4330-000	790.00	114941	E-Kit Supply/Tuition - C. Boehme N. Hamann
U.S. Bank Visa	101-420	101-420-4330-000	390.00	114941	Dolan Consulting/Tuition - B. Strub
U.S. Bank Visa	101-420	101-420-4330-000	95.00	114941	Dolan Consulting/Tuition - W. Owens
U.S. Bank Visa	101-420	101-420-4330-000	395.00	114941	IAPE/Tuition - T. Schaaf
U.S. Bank Visa	101-420	101-420-4330-000	975.00	114941	Public Agency Training Council/Tuition - Heu Ng Bergeron
U.S. Bank Visa	101-420	101-420-4330-000	189.00	114941	Calibre Press/Tuition - M. Paulson
U.S. Bank Visa	101-420	101-420-4330-000	350.00	114941	Police Technical Training/Tuition - N. Hamann
U.S. Bank Visa	101-420	101-420-4330-000	50.00	114941	BCA/Tuition - J. Crowe
U.S. Bank Visa	101-420	101-420-4330-000	395.00	114941	IAPE/Tuition - K. Kraemer



**AP Checks by Account Number  
8/23/2021 City Council Meeting**

Vendor	Fund/Dept	Account	Amount	Check #	Description
U.S. Bank Visa	101-420	101-420-4330-000	390.00	114941	Dolan Consulting/Tuition - M. Christensen
U.S. Bank Visa	101-420	101-420-4330-000	725.00	114941	MN Chiefs of Police/ETI Full Conference - W. Owens
Aspen Mills Inc.	101-420	101-420-4370-000	46.95	114874	Uniform Allowance - New Hire - S. Bergeron
Aspen Mills Inc.	101-420	101-420-4370-000	59.85	114874	Uniform Allowance - C. Boehme
Aspen Mills Inc.	101-420	101-420-4370-000	93.55	114874	Uniform Allowance - D. Thill
Aspen Mills Inc.	101-420	101-420-4370-000	29.95	114874	Uniform Allowance - K. Kraemer
Aspen Mills Inc.	101-420	101-420-4370-000	42.85	114874	Uniform Allowance - N. Hamann
Aspen Mills Inc.	101-420	101-420-4370-000	958.95	114874	Uniform Allowance - New Hire - E. Heu
Aspen Mills Inc.	101-420	101-420-4370-000	-98.35	114874	Uniform Allowance - New Hire - E. Heu - Credit
Aspen Mills Inc.	101-420	101-420-4370-000	89.89	114874	Uniform Allowance - New Hire - E. Heu
Aspen Mills Inc.	101-420	101-420-4370-000	1,030.59	114874	Uniform Allowance - New Hire - S. Bergeron
Aspen Mills Inc.	101-420	101-420-4370-000	39.00	114874	Uniform Allowance - New Hire - S. Bergeron
Aspen Mills Inc.	101-420	101-420-4370-000	39.85	114874	Uniform Allowance - A. Halverson
U.S. Bank Visa	101-420	101-420-4370-000	34.95	114941	Amazon/Uniform Allowance - C. Boehme
U.S. Bank Visa	101-420	101-420-4370-000	47.81	114941	Amazon/Uniform Allowance - V. Klosner
Connexus Energy	101-420	101-420-4381-000	30.35	114881	Electric
Metro Sales Incorporated	101-420	101-420-4410-000	36.00	114912	Copier Maintenance Contract Ricoh/MP 4055SP
Trans Union LLC	101-420	101-420-4410-000	16.45	114938	Background check
U.S. Bank Visa	101-420	101-420-4410-000	1,330.80	114941	Heartland/Repair laptop #315
U.S. Bank Visa	101-420	101-420-4410-000	546.55	114941	Heartland/Repair of BWC-QKA00727
Office of the Secretary of State	101-420	101-420-4452-000	120.00	114922	Notary Commission Renewal - L. Hawkinson
	<b>101-420 Total</b>		<b>72,645.42</b>		
League of MN Cities Insurance Trust	101-421	101-421-4151-000	14,403.00	114905	Work Comp Ins 2021-2022
Ecolab	101-421	101-421-4211-000	502.11	114886	Enzymatic soap for turn out gear
Macqueen Equipment Inc.	101-421	101-421-4211-000	313.73	114907	Cylinder of calibration gas for 4 gas monitors
Macqueen Equipment Inc.	101-421	101-421-4240-000	337.48	114907	5" Storz to 4.5" NH adaptor
Macqueen Equipment Inc.	101-421	101-421-4240-000	1,221.48	114907	White hose red hose wild land yellow hose
U.S. Bank Visa	101-421	101-421-4240-000	321.71	114941	Radwell/USB Connection panel to replace broken SMART board FD#2
U.S. Bank Visa	101-421	101-421-4321-000	146.54	114941	Verizon/Phone services
U.S. Bank Visa	101-421	101-421-4330-000	23.98	114941	Amazon/iPad cases for Blue Card training iPads for Fire
U.S. Bank Visa	101-421	101-421-4370-000	25.00	114941	Mike's Shoe Repair/Fire Turn-out coat repair - Thill
Emergency Apparatus Maintenance	101-421	101-421-4410-000	982.55	114887	Full service/pump service inspection #611
Emergency Apparatus Maintenance	101-421	101-421-4410-000	265.00	114887	NFPA Pump Test #611
Nardini Fire Equipment Co	101-421	101-421-4410-000	13.29	114919	100 lb water gauge
U.S. Bank Visa	101-421	101-421-4452-000	665.00	114941	Int'l Assoc of Fire Chiefs/Memberships - J. Swenson D. L'Allier
	<b>101-421 Total</b>		<b>19,220.87</b>		
League of MN Cities Insurance Trust	101-422	101-422-4151-000	553.00	114905	Work Comp Ins 2021-2022
U.S. Bank Visa	101-422	101-422-4321-000	68.37	114941	Verizon/Internet services
Boonstra Jason	101-422	101-422-4330-000	145.60	114875	Tuition - Soil Class
U.S. Bank Visa	101-422	101-422-4370-000	174.25	114941	Chets Shoes/Uniform Allowance - P. Moonen
	<b>101-422 Total</b>		<b>941.22</b>		
League of MN Cities Insurance Trust	101-430	101-430-4151-000	12,084.00	114905	Work Comp Ins 2021-2022
U.S. Bank Visa	101-430	101-430-4330-000	280.00	114941	Fortin Consulting/2021 Road Salt Symposium - T. Payne E. Olson
Connexus Energy	101-430	101-430-4385-000	1,718.58	114881	Electric
Invision Services LLC	101-430	101-430-4410-000	800.00	114900	Cedar Street road striping
	<b>101-430 Total</b>		<b>14,882.58</b>		
League of MN Cities Insurance Trust	101-431	101-431-4151-000	1,721.00	114905	Work Comp Ins 2021-2022
Huebsch Services	101-431	101-431-4211-000	40.25	114896	Towels
Huebsch Services	101-431	101-431-4211-000	40.25	114896	Towels
U.S. Bank Visa	101-431	101-431-4212-000	82.20	114941	Bill's Superette/Non-oxy fuel 23.161 gallons
U.S. Bank Visa	101-431	101-431-4212-000	60.01	114941	Bill's Superette/Non-oxy - 16.910 gallons
Davis Equipment Corporation	101-431	101-431-4221-000	266.60	114885	2 Spindle housings #409
Factory Motor Parts Company	101-431	101-431-4221-000	70.44	114889	Serpentine belt & pulley assembly belt #403
Factory Motor Parts Company	101-431	101-431-4221-000	104.28	114889	Fuel filters
Factory Motor Parts Company	101-431	101-431-4221-000	111.42	114889	Front rotors #311
Factory Motor Parts Company	101-431	101-431-4221-000	-40.00	114889	Core Return
Factory Motor Parts Company	101-431	101-431-4221-000	53.14	114889	Brake pads #311
Hotsy Equipment of Minnesota	101-431	101-431-4221-000	229.95	114895	Replacement pressure washer hose for streets shed
Hydraulics Plus & Consulting	101-431	101-431-4221-000	153.85	114897	Coupling
L.T.G. Power Equipment	101-431	101-431-4221-000	405.85	114904	Clutch #405
L.T.G. Power Equipment	101-431	101-431-4221-000	257.24	114904	Spindle assembly #405
L.T.G. Power Equipment	101-431	101-431-4221-000	192.49	114904	Fuel filter and Hydo Gear Filter Kit #405
MTI Distributing Inc.	101-431	101-431-4221-000	503.43	114917	Starter assembly #141
O'Reilly Automotive Stores	101-431	101-431-4221-000	38.23	114924	Fuel filters oil filters transmission filter
O'Reilly Automotive Stores	101-431	101-431-4221-000	44.33	114924	Air filter #224
O'Reilly Automotive Stores	101-431	101-431-4221-000	278.61	114924	Oil filters and fuel filters
O'Reilly Automotive Stores	101-431	101-431-4221-000	6.98	114924	Power plug #405



**AP Checks by Account Number  
8/23/2021 City Council Meeting**

Vendor	Fund/Dept	Account	Amount	Check #	Description
O'Reilly Automotive Stores	101-431	101-431-4221-000	124.00	114924	Fuel filters oil filters transmission filter
U.S. Bank Visa	101-431	101-431-4221-000	27.37	114941	Zoro/4 cans of upholstery/carpet cleaner
U.S. Bank Visa	101-431	101-431-4221-000	146.55	114941	Amazon/Light bar and strobe light #506
Ziegler Inc.	101-431	101-431-4221-000	30.78	114946	Switch Assembly #251
Ziegler Inc.	101-431	101-431-4221-000	49.62	114946	Kit-Lining #251
Ziegler Inc.	101-431	101-431-4221-000	-182.94	114946	Warrant Part Credit
Ziegler Inc.	101-431	101-431-4221-000	130.00	114946	Seal filter nozzle #266
Ziegler Inc.	101-431	101-431-4221-000	59.06	114946	Cabin air filters #251
Emergency Apparatus Maintenance	101-431	101-431-4410-000	1,719.30	114887	Repair items from Aerial Inspection #611
U.S. Bank Visa	101-431	101-431-4410-000	264.00	114941	Holiday Stations Stores/July Car Washes
	<b>101-431 Total</b>		<b>6,988.29</b>		
League of MN Cities Insurance Trust	101-432	101-432-4151-000	40.00	114905	Work Comp Ins 2021-2022
U.S. Bank Visa	101-432	101-432-4200-000	17.99	114941	Amazon/Leadership book
Menards - Forest Lake	101-432	101-432-4211-500	62.84	114909	Windex painting supplies paint pail liners
U.S. Bank Visa	101-432	101-432-4211-503	119.96	114941	Nature's Mace/Deer rabbit mole vole mace - T.C. Landscape
U.S. Bank Visa	101-432	101-432-4211-503	208.97	114941	The Home Depot/Kitchen faucet shallow bucket
U.S. Bank Visa	101-432	101-432-4211-503	269.91	114941	Nature's Mace/Mole and vole mace - Town Center Landscape
U.S. Bank Visa	101-432	101-432-4211-503	282.39	114941	Zoro/Valve for PD Cell toilets and sink
Minnesota Petroleum Service	101-432	101-432-4300-500	466.14	114913	Replace electrical wiring between underground fuel tanks
NAC Mechanical & Electrical	101-432	101-432-4300-502	579.00	114918	Boiler repair at Fire #2
NAC Mechanical & Electrical	101-432	101-432-4300-503	213.00	114918	Vav box repair
TDS Metrocom MN	101-432	101-432-4321-000	199.70	114937	Telephone Services
Comcast	101-432	101-432-4321-502	356.73	114880	August Phone Services - Account #8772105200131882
Quadient Finance USA Inc.	101-432	101-432-4322-000	500.00	114929	Postage Machine Postage
Connexus Energy	101-432	101-432-4381-500	1,045.05	114881	Electric
CenterPoint Energy	101-432	101-432-4383-500	78.84	114877	Natural Gas
CenterPoint Energy	101-432	101-432-4383-501	34.53	114877	Natural Gas
CenterPoint Energy	101-432	101-432-4383-502	88.49	114877	Natural Gas
Centennial Utilities	101-432	101-432-4383-503	2,027.66	114876	Natural Gas
Ace Solid Waste Inc.	101-432	101-432-4384-500	519.69	114870	Commingle Recycling
Walters Recycling & Refuse	101-432	101-432-4384-500	257.18	114943	Trash & Recycling - 1189 Main St
Walters Recycling & Refuse	101-432	101-432-4384-501	35.93	114943	Trash & Recycling - 7741 Lake Dr
Walters Recycling & Refuse	101-432	101-432-4384-502	100.27	114943	Trash & Recycling - 1710 Birch St
Republic Services #899	101-432	101-432-4384-503	186.39	114931	August Organics City Hall
Walters Recycling & Refuse	101-432	101-432-4384-503	274.98	114943	Trash & Recycling - 640 Town Center Pkwy
Premium Waters Inc.	101-432	101-432-4410-500	75.49	114927	Kandiyohi Water
Huebsch Services	101-432	101-432-4410-501	52.89	114896	Mats
Huebsch Services	101-432	101-432-4410-501	52.89	114896	Mats
Huebsch Services	101-432	101-432-4410-502	58.07	114896	Mats
CES Imaging	101-432	101-432-4410-503	80.00	114878	August Plotter/Scanner Maintenance Contract
Huebsch Services	101-432	101-432-4410-503	54.06	114896	Mats
Huebsch Services	101-432	101-432-4410-503	25.08	114896	Mats
Huebsch Services	101-432	101-432-4410-503	54.06	114896	Mats
Metro Sales Incorporated	101-432	101-432-4410-503	253.98	114912	Copier Maintenance Contract Ricoh/IM C2500 Color Copier
MN Department of Labor & Industry	101-432	101-432-4452-000	30.00	114915	Boiler and Pressure Vessel
	<b>101-432 Total</b>		<b>8,702.16</b>		
League of MN Cities Insurance Trust	101-450	101-450-4151-000	5,301.00	114905	Work Comp Ins 2021-2022
Frattallone's/Circle Pines Ace	101-450	101-450-4211-000	73.33	114892	Raid wasp & hornet spray
Frattallone's/Circle Pines Ace	101-450	101-450-4211-000	4.27	114892	Painting supplies
U.S. Bank Visa	101-450	101-450-4211-000	159.93	114941	Frattallone's/Watering can rake hand tools
U.S. Bank Visa	101-450	101-450-4211-000	417.98	114941	SiteOne Landscape/Pressure sprayer
U.S. Bank Visa	101-450	101-450-4211-000	-171.33	114941	Frattallone's/Watering can rake hand tools - Refund
U.S. Bank Visa	101-450	101-450-4211-000	171.33	114941	Frattallone's/Watering can rake hand tools
U.S. Bank Visa	101-450	101-450-4211-000	174.58	114941	The Home Depot/Glue and trowel for rubber tiles at playgrounds
U.S. Bank Visa	101-450	101-450-4211-000	22.27	114941	Sharpchain/Chain stop
WSB & Associates Inc.	101-450	101-450-4300-000	2,512.25	114945	June 2021 Trail Maintenance Project
Connexus Energy	101-450	101-450-4381-000	69.35	114881	Electric
Centennial Utilities	101-450	101-450-4383-000	51.80	114876	Natural Gas
Centennial Utilities	101-450	101-450-4383-000	63.16	114876	Natural Gas
Centennial Utilities	101-450	101-450-4383-000	26.51	114876	Natural Gas
CenterPoint Energy	101-450	101-450-4383-000	36.36	114877	Natural Gas
Walters Recycling & Refuse	101-450	101-450-4384-000	158.79	114943	Trash & Recycling - Sunrise Park
Northway Irrigation/Landscape	101-450	101-450-4410-000	859.64	114921	Valve repair and new wire and valve set up - Sunrise Park
Northway Irrigation/Landscape	101-450	101-450-4410-000	1,273.59	114921	Controller set up heads replaced - Rec Center
U.S. Bank Visa	101-450	101-450-4415-000	46.95	114941	All Season's Rental/Sod cutter
U.S. Bank Visa	101-450	101-450-4452-000	46.01	114941	MN Dept of Ag/Pesticide License Renewal - Hoffman Urich Nelson
Jacon LLC	101-450	101-450-5000-000	16,633.31	114902	Tower Park Improvement Project





**AP Checks by Account Number  
8/23/2021 City Council Meeting**

Vendor	Fund/Dept	Account	Amount	Check #	Description
WSB & Associates Inc.	101-450	101-450-5000-000	1,936.00	114945	June 2021 Tower Park Site Improvements
	<b>101-450 Total</b>		<b>29,867.08</b>		
League of MN Cities Insurance Trust	101-461	101-461-4151-000	78.00	114905	Work Comp Ins 2021-2022
	<b>101-461 Total</b>		<b>78.00</b>		
League of MN Cities Insurance Trust	101-462	101-462-4151-000	87.00	114905	Work Comp Ins 2021-2022
Davis Phillip	101-462	101-462-4330-000	51.52	114884	Organic Site Tours
Walters Recycling & Refuse	101-462	101-462-4410-000	64.35	114943	Organic Recycling - Clearwater Creek
Walters Recycling & Refuse	101-462	101-462-4410-000	76.05	114943	Organic Recycling - Birch Park
Walters Recycling & Refuse	101-462	101-462-4410-000	40.95	114943	Organic Recycling - 7850 Lake Drive - Lino Park
Walters Recycling & Refuse	101-462	101-462-4410-000	76.05	114943	Organic Recycling - Marshan Park
	<b>101-462 Total</b>		<b>395.92</b>		
League of MN Cities Insurance Trust	101-463	101-463-4151-000	470.00	114905	Work Comp Ins 2021-2022
	<b>101-463 Total</b>		<b>470.00</b>		
Centennial Utilities	202-451	202-451-4383-000	508.44	114876	Natural Gas
Walters Recycling & Refuse	202-451	202-451-4384-000	46.54	114944	Trash & Recycling - 7690 Village Dr
Huebsch Services	202-451	202-451-4410-000	49.10	114896	Mats
Huebsch Services	202-451	202-451-4410-000	49.10	114896	Mats
Huebsch Services	202-451	202-451-4410-000	49.10	114896	Mats
Huebsch Services	202-451	202-451-4410-000	49.10	114896	Mats
Northway Irrigation/Landscape	202-451	202-451-4410-000	707.66	114921	Replaced valve zone 22 replaced 7 sprays - Community Green
	<b>202-451 Total</b>		<b>1,459.04</b>		
Twin Cities Transport & Recovery	208-420	208-420-4300-000	85.00	114939	ICR #21-164962
U.S. Bank Visa	208-420	208-420-4300-000	54.00	114941	DMV/Title and filing fee for 3 forfeiture vehicles
U.S. Bank Visa	208-420	208-420-4300-000	1.32	114941	DMV/Service Fee
	<b>208-420 Total</b>		<b>140.32</b>		
U.S. Bank Visa	211-420	211-420-4211-000	75.09	114941	Chewy.com/K9 Argos Food
	<b>211-420 Total</b>		<b>75.09</b>		
U.S. Bank	336-470	336-470-6030-000	500.00	114940	2013A Paying Agent Fee
	<b>336-470 Total</b>		<b>500.00</b>		
U.S. Bank	345-470	345-470-6030-000	500.00	114940	2020A Paying Agent Fee
	<b>345-470 Total</b>		<b>500.00</b>		
MATZKE TAMMY	406-000	406-000-2020-000	4.33	114908	Refund Check 008416-000 192 ULMER DR
	<b>406-000 Total</b>		<b>4.33</b>		
WSB & Associates Inc.	406-499	406-499-4304-127	7,637.00	114945	June Water Tower No. 3
WSB & Associates Inc.	406-499	406-499-4304-136	4,813.00	114945	June 2021 Birch Street Watermain Improvements
	<b>406-499 Total</b>		<b>12,450.00</b>		
AEM Financial Solutions LLC	411-499	411-499-4300-000	625.00	114871	2020 TIF Reporting
	<b>411-499 Total</b>		<b>625.00</b>		
AEM Financial Solutions LLC	417-499	417-499-4300-000	625.00	114871	2020 TIF Reporting
	<b>417-499 Total</b>		<b>625.00</b>		
AEM Financial Solutions LLC	418-499	418-499-4300-000	625.00	114871	2020 TIF Reporting
	<b>418-499 Total</b>		<b>625.00</b>		
AEM Financial Solutions LLC	419-499	419-499-4300-000	625.00	114871	2020 TIF Reporting
	<b>419-499 Total</b>		<b>625.00</b>		
MN Department of Transportation - Commissioner	421-499	421-499-4300-137	333.88	114916	Material Testing & Inspection
WSB & Associates Inc.	421-499	421-499-4304-137	25,192.25	114945	June 2021 Street Improvement Projects
WSB & Associates Inc.	421-499	421-499-4304-140	1,269.00	114945	June 2021 Street Maintenance Project
T.A. Schifsky and Sons Inc.	421-499	421-499-4400-137	189,097.06	114935	2021 Street Improvement Projects
Corrective Asphalt Materials LLC	421-499	421-499-4400-140	124,312.15	114883	2021 Street Maintenance Project
	<b>421-499 Total</b>		<b>340,204.34</b>		
WSB & Associates Inc.	422-499	422-499-4300-000	857.50	114945	June Winters Wetland Bank
WSB & Associates Inc.	422-499	422-499-4304-000	702.00	114945	June NE Drainage Area - East Region Plan
WSB & Associates Inc.	422-499	422-499-4304-000	3,137.50	114945	June Storm Water Utility
WSB & Associates Inc.	422-499	422-499-4304-125	579.50	114945	June NE Drainage Improvement Project
Press Publications Inc.	422-499	422-499-4340-000	40.96	114928	Public Hearing - Storm Water Utility
	<b>422-499 Total</b>		<b>5,317.46</b>		
WSB & Associates Inc.	424-499	424-499-4304-000	2,714.25	114945	June 2021 Surface Water Maintenance Project
WSB & Associates Inc.	424-499	424-499-4304-000	1,106.25	114945	June 2021 Pond Surveys
	<b>424-499 Total</b>		<b>3,820.50</b>		
Northland Recreation LLC	425-499	425-499-4300-138	369.35	114920	Toddler swings - Lino Park
	<b>425-499 Total</b>		<b>369.35</b>		
League of MN Cities Insurance Trust	601-000	601-000-1550-000	3,918.00	114905	Work Comp Ins 2021-2022
MATZKE TAMMY	601-000	601-000-2020-000	1.05	114908	Refund Check 008416-000 192 ULMER DR
MATZKE TAMMY	601-000	601-000-2020-000	37.40	114908	Refund Check 008416-000 192 ULMER DR
	<b>601-000 Total</b>		<b>3,956.45</b>		
League of MN Cities Insurance Trust	601-494	601-494-4151-000	1,959.00	114905	Work Comp Ins 2021-2022
U.S. Bank Visa	601-494	601-494-4200-000	224.95	114941	Amazon/Printer for Utility Supervisor



**AP Checks by Account Number  
8/23/2021 City Council Meeting**

Vendor	Fund/Dept	Account	Amount	Check #	Description
U.S. Bank Visa	601-494	601-494-4200-000	27.28	114941	Amazon/Printer cable for Utility Supervisor wall files
U.S. Bank Visa	601-494	601-494-4211-000	31.96	114941	Amazon/4 chargers for hand held meter readers
Core & Main LP	601-494	601-494-4215-000	226.00	114882	Water Meters Radio Upgrade
Hawkins Inc.	601-494	601-494-4222-000	16,362.35	114894	Chlorine Hydrofluosilicic Acid and LPC-5
Ferguson Enterprises LLC #3326	601-494	601-494-4240-000	544.87	114890	Debris removal tools
Ferguson Enterprises LLC #3326	601-494	601-494-4300-000	23.61	114890	Locator repair
Ferguson Waterworks #2518	601-494	601-494-4300-000	150.00	114891	Locator repair fee
WSB & Associates Inc.	601-494	601-494-4300-000	2,141.25	114945	June Risk Assessment and Emergency Response Plan
WSB & Associates Inc.	601-494	601-494-4304-000	242.00	114945	June 2021 GPS/GIS Miscellaneous Assistance
WSB & Associates Inc.	601-494	601-494-4304-000	1,110.00	114945	June 2021 General Engineering Services
City of Roseville	601-494	601-494-4310-000	729.00	114879	August IT Services
TDS Metrocom MN	601-494	601-494-4321-000	39.78	114937	Telephone Services
U.S. Bank Visa	601-494	601-494-4322-000	828.52	114941	Image Printing/August UB statement processing & postage
Image Printing & Graphics Inc	601-494	601-494-4340-000	113.51	114898	Replace Check #114729 - 500 Water Meter Tags and 500 Twist Ties
Connexus Energy	601-494	601-494-4381-000	2,555.88	114881	Electric
CenterPoint Energy	601-494	601-494-4383-000	65.31	114877	Natural Gas
Gopher State One-Call	601-494	601-494-4410-000	384.75	114893	July Tickets
Image Printing & Graphics Inc	601-494	601-494-4410-000	127.18	114898	Replace Check #114729 - UB Statement Processing
Image Printing & Graphics Inc	601-494	601-494-4410-000	-37.47	114898	Replace Check #114729 - UB Statement Processing - Postage Credit
SBRK Finance Holdings Inc	601-494	601-494-4410-000	288.50	114932	July UB Web Payments Trans Fee/Active Acct Fee
MN Department of Health	601-494	601-494-4452-000	32.00	114914	Class D Water Operators Testing Fee - L. Chapman
MN Department of Health	601-494	601-494-4452-000	32.00	114914	Class D Water Operators Testing Fee - K. Gray
U.S. Bank Visa	601-494	601-494-4452-000	300.00	114941	MN Rural Water Assoc/Water School Tuition - K. Gray
U.S. Bank Visa	601-494	601-494-4452-000	300.00	114941	MN Rural Water Assoc/Water School Tuition - L. Chapman
WSB & Associates Inc.	601-494	601-494-5000-000	1,629.00	114945	June Well House No. 1 Rehabilitation
<b>601-494 Total</b>			<b>30,431.23</b>		
League of MN Cities Insurance Trust	602-000	602-000-1550-000	8,846.00	114905	Work Comp Ins 2021-2022
MATZKE TAMMY	602-000	602-000-2020-000	1.39	114908	Refund Check 008416-000 192 ULMER DR
MATZKE TAMMY	602-000	602-000-2020-000	24.14	114908	Refund Check 008416-000 192 ULMER DR
<b>602-000 Total</b>			<b>8,871.53</b>		
League of MN Cities Insurance Trust	602-495	602-495-4151-000	4,422.00	114905	Work Comp Ins 2021-2022
U.S. Bank Visa	602-495	602-495-4200-000	224.94	114941	Amazon/Printer for Utility Supervisor
Menards - Forest Lake	602-495	602-495-4211-000	56.00	114909	Painting supplies for Lift Station vents
U.S. Bank Visa	602-495	602-495-4240-000	44.82	114941	The Home Depot/Tape measures torpedo level utility knife
Ouverson Sewer & Water Inc	602-495	602-495-4300-000	4,965.00	114925	Installed Source 1 Environmental Wye/Tee Liner - Stagecoach Trl
WSB & Associates Inc.	602-495	602-495-4304-000	1,110.00	114945	June 2021 General Engineering Services
WSB & Associates Inc.	602-495	602-495-4304-000	242.00	114945	June 2021 GPS/GIS Miscellaneous Assistance
WSB & Associates Inc.	602-495	602-495-4304-000	242.00	114945	June 2021 GPS/GIS Miscellaneous Assistance
City of Roseville	602-495	602-495-4310-000	729.00	114879	August IT Services
U.S. Bank Visa	602-495	602-495-4322-000	828.53	114941	Image Printing/August UB statement processing & postage
Connexus Energy	602-495	602-495-4381-000	685.74	114881	Electric
Centennial Utilities	602-495	602-495-4383-000	20.01	114876	Natural Gas
CenterPoint Energy	602-495	602-495-4383-000	87.45	114877	Natural Gas
CenterPoint Energy	602-495	602-495-4383-000	16.07	114877	Natural Gas - Lift Station 14
Met Council Environmental Services	602-495	602-495-4405-000	82,374.02	114910	September Waste Water Services
Gopher State One-Call	602-495	602-495-4410-000	384.75	114893	July Tickets
Image Printing & Graphics Inc	602-495	602-495-4410-000	127.19	114898	Replace Check #114729 - UB Statement Processing
Image Printing & Graphics Inc	602-495	602-495-4410-000	-37.48	114898	Replace Check #114729 - UB Statement Processing - Postage Credit
SBRK Finance Holdings Inc	602-495	602-495-4410-000	288.50	114932	July UB Web Payments Trans Fee/Active Acct Fee
Aid Electric Corporation	602-495	602-495-5000-000	10,000.00	114872	New generator at Lift Station #8
<b>602-495 Total</b>			<b>106,810.54</b>		
Anoka County Property Records & Taxation	801-000	801-000-2300-000	46.00	114873	Resolution - 2300 Main Street
KLM Engineering Inc.	801-000	801-000-2300-000	4,200.00	114903	Antenna Drawing - T-Mobile Hydropillar Tower No. 2
WSB & Associates Inc.	801-000	801-000-2300-000	503.50	114945	June Lyngblomsten Senior Housing
WSB & Associates Inc.	801-000	801-000-2300-000	807.50	114945	June Huntson Addition Concept Plan
WSB & Associates Inc.	801-000	801-000-2300-000	82.00	114945	June Natures Refuge
WSB & Associates Inc.	801-000	801-000-2300-000	749.00	114945	June Butler Addition
WSB & Associates Inc.	801-000	801-000-2302-102	220.00	114945	June Eastside Villas
WSB & Associates Inc.	801-000	801-000-2315-102	1,260.50	114945	June Nadeau Acres 2nd Addition
Lennar MN Division	801-000	801-000-2318-000	4,400.00	114906	Escrow Release - 2047 Balsam Way
Lennar MN Division	801-000	801-000-2318-000	5,400.00	114906	Escrow Release - 7309 Crane Dr
Lennar MN Division	801-000	801-000-2318-000	5,400.00	114906	Escrow Release - 2043 Diamond Ln
Lennar MN Division	801-000	801-000-2318-000	5,400.00	114906	Escrow Release - 7261 Watermark Way
Lennar MN Division	801-000	801-000-2318-000	6,400.00	114906	Escrow Release - 2003 Diamond Ln
Lennar MN Division	801-000	801-000-2318-000	5,400.00	114906	Escrow Release - 7368 Emily Circle
Lennar MN Division	801-000	801-000-2318-000	3,400.00	114906	Escrow Release - 7400 Emily Circle
Lennar MN Division	801-000	801-000-2318-000	3,400.00	114906	Escrow Release - 2051 Diamond Ln



**AP Checks by Account Number  
8/23/2021 City Council Meeting**

Vendor	Fund/Dept	Account	Amount	Check #	Description
Lennar MN Division	801-000	801-000-2318-000	5,400.00	114906	Escrow Release - 7288 Watermark Way
Lennar MN Division	801-000	801-000-2318-000	6,400.00	114906	Escrow Release - 7260 Watermark Way
Lennar MN Division	801-000	801-000-2318-000	5,400.00	114906	Escrow Release - 7317 Crane Dr
Lennar MN Division	801-000	801-000-2318-000	6,800.00	114906	Escrow Release - 2075 Balsam Way
Lennar MN Division	801-000	801-000-2318-000	5,400.00	114906	Escrow Release - 7294 Geneva Ct
Lennar MN Division	801-000	801-000-2318-000	4,400.00	114906	Escrow Release - 2079 Balsam Way
Lennar MN Division	801-000	801-000-2318-000	3,400.00	114906	Escrow Release - 7272 Watermark Way
Lennar MN Division	801-000	801-000-2318-000	5,400.00	114906	Escrow Release - 2044 Diamond Ln
Lennar MN Division	801-000	801-000-2318-000	5,300.00	114906	Escrow Release - 2071 Balsam Way
Lennar MN Division	801-000	801-000-2318-000	4,400.00	114906	Escrow Release - 7286 Geneva Ct
Paul Emmerich Construction Inc.	801-000	801-000-2318-000	4,400.00	114926	Escrow Release - 2101 21st Ave S
WSB & Associates Inc.	801-000	801-000-2327-102	1,686.00	114945	June Watermark 4th Addition
WSB & Associates Inc.	801-000	801-000-2336-102	440.00	114945	June Watermark 1st Addition
WSB & Associates Inc.	801-000	801-000-2337-103	2,355.00	114945	June Otter Crossing - Lino B
WSB & Associates Inc.	801-000	801-000-2338-102	6,013.50	114945	June Nadeau Acres
WSB & Associates Inc.	801-000	801-000-2355-102	1,786.75	114945	June Watermark 3rd Addition
WSB & Associates Inc.	801-000	801-000-2359-102	69.00	114945	June Saddle Club 4th Addition
WSB & Associates Inc.	801-000	801-000-2388-102	421.75	114945	June Watermark 2nd Addition
	<b>801-000 Total</b>		<b>116,540.50</b>		
	<b>Grand Total</b>		<b>1,121,918.75</b>		



Electronic Funds Transfer  
MN Statute 471.38 Subd. 3

Council Meeting August 23, 2021

Transfer In/(Out)

8/9/2021 Wire from 4M (2020A Bonds)	345,000.00
8/9/2021 Wire from 4M (Gen Acct)	500,000.00
8/15/2021 Building Permit Surcharge	(5,121.13)

**CITY COUNCIL WORK SESSION**

**DRAFT**

**CITY OF LINO LAKES  
MINUTES**

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**DATE** : August 2, 2021  
**TIME STARTED** : 6:00 p.m.  
**TIME ENDED** : 8:35 p.m.  
**MEMBERS PRESENT** : Council Member Stoesz, Lyden, Ruhland,  
Cavegn and Mayor Rafferty  
**MEMBERS ABSENT** : None

Staff members present: Human Resources Manager Meg Sawyer; Community Development Director Michael Grochala; City Engineer Diane Hankee; Director of Public Safety John Swenson; Environmental Coordinator Andy Nelson; City Clerk Julie Bartell

**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 –**

Community Development Director Grochala reviewed his written report. He reviewed map information indicating the need to work through some issues related to wetlands in NE Drainage Project area. Staff is asking for WSB & Associates to provide wetland delineation services to assist in project planning. The cost would be covered from the Surface Water Management Plan.

Mayor Rafferty asked about the timing of the work (holding off) and if that would hold up any development. Director Grochala noted development that would be delayed and added information on the implications of delaying the construction of Otter Lake Road.

Councilmember Lyden asked about wetlands within the project area that have already been delineated. Mr. Grochala noted on the map areas where that has occurred. Mr. Grochala also explained the sequence of wetland delineation.

Councilmember Lyden discussed the capacity of the pipe going under the highway, receiving assurance that it will be large enough to accommodate needs now and in the future.

Councilmember Stoesz asked if property owner permission will be needed and that was confirmed; if a property owner refuses, something will have to be worked out. Mr. Grochala indicated that he has already spoken with some of the large property owners.

Councilmember Ruhland asked about the need for wetland credits. Director Grochala suggested that some credits will be needed; he is working with property owners on

**CITY COUNCIL WORK SESSION**

**DRAFT**

42 possible areas that would work.

43

44 The council and staff discussed the time frame; City Engineer Hankee explained that it is  
45 a quick project but can't be done right away due to crops. The council also discussed  
46 street plans.

47

48 The council concurred that the delineation project should proceed.

49 **3. Environmental Board Annual Work Plan** – Environmental Coordinator Andy  
50 Nelson and Environmental Board Chair John Sullivan were present. Mr. Nelson  
51 reviewed his written report that included the Environmental Board's work plan.

52

53 Mayor Rafferty noted the statement on water and water aerators; how would the  
54 ordinance change? Mr. Nelson said that aerators don't appear in ordinance now so it  
55 would actually be adding language. The mayor noted recycling and asked how the  
56 current program is going and the thought behind the recycling goal. Mr. Nelson noted  
57 that the organics program is one of the most popular and by adding new drop off sites, the  
58 City can add capacity and growth resulting in a major impact on reducing waste. Mayor  
59 Rafferty asked about the doggie waste station item and noted that he would like to see  
60 availability as much as possible; how are stations added? Mr. Nelson suggested that the  
61 sites are added based on need; expansion is somewhat limited by staff time required.

62

63 Councilmember Cavegn asked, regarding organics recycling, how much is that being used  
64 now? Mr. Nelson reported that the four sites generally get serviced once a week and they  
65 are mostly full. Councilmember Cavegn asked for more information on the item dealing  
66 with recycling at businesses properties. Mr. Nelson noted that haulers have to provide the  
67 capacity to recycle three materials as determined by the businesses. The businesses can  
68 get funding assistance from the County to increase their recycling and staff would  
69 propose to share information on that opportunity.

70

71 Councilmember Lyden asked if there is anything the Council can do to support the  
72 Environmental Board. Chair Sullivan suggested that the Board is generally composed of  
73 environmentalists and they see their role as providing advice to the council in that area.  
74 One of the things that bothers them as environmentalists right now is that some residents  
75 of the City are not following the watering restrictions. That calls for more enforcement.  
76 Mayor Rafferty explained that staff has been directed to move from warnings to a fine  
77 when that is appropriate. Chair Sullivan added that ignoring watering restrictions impacts  
78 the City's situation with manganese in the water and the need for a treatment facility.

79

80 Councilmember Stoesz asked about proposed ordinance changes (in the area of natural  
81 resources). Mr. Nelson noted that would be a part of zoning ordinance updates that are in  
82 progress; there are aspects within zoning law that apply to environmental areas and so the  
83 Board will have the opportunity to look at the changes.

84

85 Councilmember Stoesz remarked that the aerator idea is a good one if it will help with the

## CITY COUNCIL WORK SESSION

### DRAFT

86 smell problem that develops with some ponds. Mr. Nelson explained that adding an  
87 aerator doesn't cure problems but may provide some relief from the homeowner aspect.  
88 Staff explained that the management of the aerator would be a volunteer situation and  
89 also there will be parameters for ponds that can have an aerator.

90

91 The council discussed situations where aerators have been installed already and how the  
92 City approaches that. Director Grochala explained that the City has generally allowed  
93 those to exist as long as they aren't causing a problem; also there are some water bodies  
94 that aren't officially part of the City's storm water system.

95

96 Councilmember Ruhland asked if aerators cause a faster rate of evaporation and staff  
97 concurred.

98

99 Mayor Rafferty asked for an update on the City's emerald ash borer (EAB) program. Mr.  
100 Nelson noted that this year there will be some treatment of City trees and it will be as  
101 aggressive as possible. Mayor Rafferty asked about stumps; it seems like there are quite a  
102 few; Mr. Nelson confirmed that the stump grinder comes out when there are enough that  
103 it makes sense.

104

105 Councilmember Lyden asked if there is any possibility of adding greenways to the area  
106 freeways, something that would grow up in 20-30 years as a beautiful addition. Director  
107 Grochala noted the regional park along I-35W.

108 Mr. Nelson remarked that the Board has a history of good work and there has been great  
109 environmental work accomplished. Adapting to change is an important role the Board  
110 takes seriously.

111

112 The council is open to accepting the work and goals of the Environmental Board.

113

114 Councilmember Lyden remarked that the tree preservation process that's included in  
115 development doesn't seem to be preserving enough trees. Mr. Grochala suggested that  
116 process will be included in the zoning ordinance update

117 **4. 77<sup>th</sup> Street Realignment – Land Acquisition** – Community Development Director  
118 Grochala noted a purchase agreement and sub-agreement. He reviewed property that has  
119 been acquired and what is still needed, utilizing a map that showed the corridor. Staff is  
120 asking if the council supports discussion with the remaining property owners. The cost of  
121 preparation of offers is estimated at about \$5,000 per property. Councilmember Cavegn  
122 noted the Carpenter property and asked if a land swap would be possible. Mr. Grochala  
123 reviewed the access needs and how staff envisions things moving ahead and finally noted  
124 that anything could be on the table at this point. Councilmember Stoesz asked about the  
125 possibility of negotiating without the \$5,000 price tag. Mr. Grochala remarked that staff  
126 will work out the best deal possible but the City has some inherent responsibilities.  
127 Councilmember Lyden said he can see this needs to happen and wonders what role timing  
128 plays in the process; Mr. Grochala concurred that he is concerned with timing.

129

## CITY COUNCIL WORK SESSION

### DRAFT

130 Mayor Rafferty asked about the funding source. Mr. Grochala said right now work is  
131 being funded by Municipal State Aid (MSA) dollars. Mayor Rafferty asked  
132 Councilmember Cavegn (who lives in the area) if he's heard comments from the area  
133 residents; Councilmember Cavegn said no.

134

135 The council concurred with staff's proposal.

136 **4. POC Firefighter Wages** – Human Resources Manager Sawyer read her written  
137 report recommending amendments to the Paid On-Call Firefighter Wage Plan.

138

139 Mayor Rafferty remarked that there are different positions within the department for paid-  
140 on call personnel. Ms. Sawyer explained that the wage level is based on years of service  
141 and also wage steps. Mayor Rafferty noted that he sees this as an important step; there  
142 are minimum wages being paid for very important work. He is supportive of the change

143

144 The council concurred to move forward with the changes.

145

146 Councilmember Cavegn asked about Centennial Fire District POC wages (they are less)  
147 and received confirmation that the stipend isn't new.

148

149 Councilmember Stoesz asked if the changes could be implemented earlier than 2022 and  
150 Public Safety Director Swenson explained that staff proposes that the wage schedule be  
151 reviewed on a timeline so early approval would fall outside that plan.

152 **5. Woods Edge Master Developer Concept** – Community Development Director  
153 Grochala noted the 9.5 acres that the City still owns at Woods Edge. The City originally  
154 owned 20 acres but there was land sold for the townhome development. Staff has been  
155 looking at the master plan for this vicinity and seeing some areas that perhaps should be  
156 discussed. Councilmember Lyden remarked that the main 6+ acres must be held for  
157 commercial. Director Grochala said that some land within that acreage is guided for  
158 mixed use. At this point, Mr. Grochala noted, developers don't generally want the whole  
159 site but the City isn't wanting to parcel it off. Most interest seen is for multifamily  
160 development and that is creating a question about where the most value is. He reviewed  
161 information in the written report; staff is suggesting that the City work with a master  
162 developer who could review the options and come back with a report.

163

164 Councilmember Stoesz asked about parameters of a development agreement. Mr.  
165 Grochala said that isn't clear at this point but there would certainly be some.

166

167 Councilmember Cavegn said he is in favor of a partnership but he does also support  
168 commercial development as was originally planned. If development needs some division  
169 of the property to get commercial started, perhaps that should be considered.

170

171 Mayor Rafferty said he is hesitant to move toward more housing units. He sees the value



**CITY COUNCIL WORK SESSION**

**DRAFT**

172 in splitting to get things going but that depends on what’s coming in. The mayor noted  
173 the empty clinic space and asked if that could be coordinated with the availability of the  
174 YMCA facility.

175

176 Staff was directed to have the developer look and report at no cost to the City.

177 Councilmember Lyden remarked that the council is responsible for a vision.

178 **6. Council Updates on Boards/Commissions, City Council**

179

180 Parade Committee: Councilmember Stoesz updated the council on plans for the parade  
181 and other events.

182

183 Anoka County Fire Protection Council – Councilmember Ruhland and Director Swenson  
184 reported on committee work for CAD improvements and updating or replacing the fire  
185 record management system on a county wide basis.

186 **7. Adjourn**

187 The meeting was adjourned at 8:35 p.m.

188

189 These minutes were considered, corrected and approved at the regular Council meeting held on  
190 August 23, 2021.

191

192

193

194

195 \_\_\_\_\_  
Julianne Bartell, City Clerk

\_\_\_\_\_   
Rob Rafferty, Mayor

196

**COUNCIL MINUTES**

**DRAFT**

**LINO LAKES CITY COUNCIL  
REGULAR MEETING  
MINUTES**

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**DATE** : August 9, 2021  
**TIME STARTED** : 6:30 p.m.  
**TIME ENDED** : 8:00 p.m.  
**MEMBERS PRESENT** : Councilmember Stoesz, Lyden,  
Ruhland, Cavegn and Mayor Rafferty  
**MEMBERS ABSENT** :

Staff members present: City Administrator Sarah Cotton; Community Development Director Michael Grochala; Public Safety Director John Swenson; City Planner Katie Larsen; City Attorney Jay Squires; Human Resources Manager Meg Sawyer

**PUBLIC COMMENT**

There were no public comments.

**SETTING THE AGENDA**

The agenda was approved as presented.

**SPECIAL PRESENTATION**

American Legion Post 566 representatives presented award as follows:

- Lino Lakes Police Officer of the Year – Nathan Hamann
- Lino Lakes Firefighter of the Year – Paul Kartman

**CONSENT AGENDA**

Councilmember Stoesz moved to approve the Consent Agenda, Items 1A through 1D as presented. Councilmember Ruhland seconded the motion. Motion carried on a voice vote.

**ITEM** **ACTION**

**Consideration of Expenditures:**

A)	August 9, 2021, (Check No. 114781 - 114869) in the amt of \$931,935.53	Approved
B)	Consider Approval of July 26, 2021 Council Work Session Minutes	Approved
C)	Consider Approval of July 26, 2021 Council Minutes	Approved
D)	Consider Approval of July 26, 2021 Special Work Session Minutes	Approved

**FINANCE DEPARTMENT REPORT**

## COUNCIL MINUTES

### DRAFT

40 There was no report from the Finance Department.

#### 41 ADMINISTRATION DEPARTMENT REPORT

42 **3A) Consider Appointment of Communications Specialist** – Human Resources Manager Meg  
43 Sawyer reviewed her written report. Staff is recommending the appointment of Andrea Turner to  
44 this new position. She reviewed Ms. Turner’s education and qualifications and noted the proposed  
45 starting wage.

46 Councilmember Stoesz moved to approve the appointment of Andrea Turner as recommended.  
47 Councilmember Lyden seconded the motion. Motion carried on a voice vote.

48 **3B) Compensation Plan for Paid On-Call Fire Personnel, Consider Resolution No. 21-84**  
49 **Compensation Plan for Paid On-Call (POC) Fire Personnel** - Human Resources Manager  
50 Sawyer reviewed her written report recommending a compensation plan for POC fire personnel.  
51 She reviewed the council’s previous salary actions for these positions. The recommendation for a  
52 new wage scale and years of service wages is based on study of area wages and the ability to recruit  
53 and maintain. Staff also recommends that the wage scale be reviewed every two years going  
54 forward. Mayor Rafferty noted that this wage scale has been discussed over the past year and he  
55 welcomes the recommended changes.

56 Councilmember Cavegn moved to approve Resolution No. 21-84 as presented. Councilmember  
57 Ruhland seconded the motion. Motion carried on a voice vote

#### 58 PUBLIC SAFETY DEPARTMENT REPORT

59 There was no report from the Public Safety Department.

#### 60 PUBLIC SERVICES DEPARTMENT REPORT

61 There was no report from the Public Services Department.

#### 62 COMMUNITY DEVELOPMENT REPORT

63 **6A) Public Hearing, Consider First Reading of Ordinance No. 07-21, Establishing a Storm**  
64 **Water Utility** – Community Development Director Grochala introduced Bob Barth of WSB &  
65 Associates to review the proposed establishment of a storm water utility. Mr. Grochala noted the  
66 purpose of a system – to treat storm water runoff from impervious service through the City’s existing  
67 storm water management program (he reviewed the elements of the program).

68 Mr. Barth reviewed a PowerPoint presentation (on file) that included information on the following:

- 69 - History of City’s past consideration and rationale to proceed with a utility;
- 70 - Eligible expenses;
- 71 - Projected budgeted expenses;
- 72 - Methodologies to determine utility fee (land use impervious surface estimates, fee  
73 computation, single family and institutional/industrial/commercial rates);
- 74 - Credits and adjustments;
- 75 - Council discussion topics and next steps.

76 Councilmember Cavegn asked about impervious surface for single family and Mr. Barth noted a 30%  
77 figure.

## COUNCIL MINUTES

### DRAFT

78 Councilmember Lyden asked about the budget and equipment line item; it's a small figure and he  
79 wonders what that would buy. Mr. Grochala noted the yearly amount is prorated for a longer term  
80 capital program for equipment such as a dump truck.

81 Mayor Rafferty opened the public hearing.

82 Jack Stoulil, 7170 Ivy Ridge Court, asked if the City is mandated to collect this fee. Community  
83 Development Director Grochala noted that the provision for a storm water utility has been in statute  
84 for many years. Mandates relating to storm water have been growing consistently and the City is  
85 looking for a dedicated funding source. Mr. Stoulil suggested calling the fee a tax increase because  
86 essentially that is what it is. When Mr. Stoulil asked what would happen if the fee were not  
87 approved, staff noted the amount of funds included in the budget annually for the work and added  
88 that there will be more efforts with this funding resulting in a better water quality. Mr. Grochala said  
89 that it is a more equitable way to charge for the services based on impervious surface. Mr. Stoulil  
90 asked how townhome owners will see this charge and Mr. Grochala explained that residents will see  
91 the fee on their utility bill.

92 Mike Settimi, 1393 Hunters Ridge, asked about the cost to a single family residence. Community  
93 Development Director Grochala said it is \$12 per single family or townhome resident. Mr. Settimi  
94 noted a drainage pond behind his home and that it's never received any City services; will this change  
95 what he's seen in the past 21 years for his pond? Community Development Director Grochala  
96 responded that the City is blessed with a lot of water, some natural and some due to development; he  
97 noted different elements that receive attention from the City (noting pipe systems, collection systems  
98 and City ponds) and the pond in question could be checked as to its inclusion in that system.

99 Scott Fox, 6715 Timberwolf Trail, 20 year resident of the City. He is a long term employee of the  
100 Minnesota Pollution Control Agency (MPCA) but is providing commentary as a resident only. He  
101 thinks that the utility is reasonable and necessary based on what he's read in the City newsletter. He  
102 also provided information on storm water utilities in Minnesota and information on infiltration that  
103 the City will need going to the future. He has watched the City look at this possible utility for many  
104 years, he feels this is the time for it to be enacted and he thinks having it will make the City more  
105 accountable for the necessary storm water work.

106 There being no further speakers the public hearing was closed.

107 Staff reinforced the recommendation to proceed with the storm water utility. Mayor Rafferty  
108 concurred and recognized the need for the City to provide additional work in this important area.

109 Councilmember Lyden moved to approve the first reading of Ordinance No. 07-21 as presented.  
110 Councilmember Ruhland seconded the motion. Motion carried on a voice vote.

111 **6B) Butler Addition: i. Consider Resolution No. 21-75 Approving Final Plat; ii. Consider**  
112 **Resolution No. 21-76 Approving Development Agreement** – Community Development Intern  
113 Jessica Eller reviewed a PowerPoint presentation (on file) that included information on the  
114 following:

- 115 - Site Location and Aerial Map of 7870 Meadow View Trail; subdivision to add one  
116 additional single family home;
- 117 - Preliminary plat; each of the two lots;
- 118 - Final plat for two lots;
- 119 - Findings of Fact (included in the requested action);

## COUNCIL MINUTES

### DRAFT

- 120 - Planning and Zoning Board unanimous approval;
- 121 - Requested council action.

122 Councilmember Cavegn moved to approve Resolution No. 21-75 as presented. Councilmember  
123 Stoesz seconded the motion. Motion carried on a voice vote.

124 Councilmember Cavegn moved to approve Resolution No. 21-76 as presented. Councilmember  
125 Stoesz seconded the motion. Motion carried on a voice vote.

126 **6C) 426 Pine Street: i. Consider Resolution No. 21-67 Approving a Conditional Use Permit**  
127 **for Commercial Stables; ii. Consider Resolution No. 21-68, Denying a Variance to Double the**  
128 **Number of Allowed Animal Units-** City Planner Larsen reviewed a PowerPoint presentation that  
129 included information on the following:

- 130 - 416 Pine Street, request is for a conditional use for existing commercial stable and variance  
131 to increase the number of horses allowed;
- 132 - Review of previous council presentations including historical information on CUP, wetland  
133 information;
- 134 - Site Location and Aerial Map;
- 135 - Previous council actions going back to 1998, including opinion that CUP rights were lost  
136 when use changed;
- 137 - Review of farm animal regulations;
- 138 - Size of parcel (25 acres in total) and animals allowed;
- 139 - Main areas of concern (wetland, animal health, facility management);
- 140 - Waste management plan and concerns;
- 141 - Conditional use recommendations (start fresh);
- 142 - Variance required to move past 25 animal units;
- 143 - Planning and Zoning Board recommendation (affirmative on CUP and denial of variance);
- 144 - Findings of fact;
- 145 - Council action consideration.

146 Mayor Rafferty noted that all members of the council have had the opportunity to visit the property  
147 and he has also visited another horse ranch. He looked at other communities as well and he sees  
148 guidelines in place similar to the City.

149 Jacob Steen, Larken Hoffman Attorneys, representing property owner Mr. Stowe, concurred that  
150 they are seeking a CUP and variance for up to 50 animals on the property. As the council knows,  
151 the property is large with large buildings and 25 acres of pasture. Mr. Stowe runs an efficient  
152 operation. Many of the horses are geriatric and rescued and are cared for by volunteers; that type of  
153 horse generally doesn't need as much pasture land. Mr. Stowe has jumped through every hoop  
154 presented by the City yet here they are again facing a denial recommendation from the City for just  
155 50 animals, less that the land will accommodate. He noted continuing issues surrounding the  
156 conditions included by staff (non-conforming rights noted, Rice Creek Watershed District, annual  
157 inspection requirement, hours of operation that don't relate to use or other operations in the City). If  
158 the City isn't able to remove the conditions of concern then it would be their intent to withdraw the  
159 application for the CUP. In regard to the variance, they believe they meet state law and city code in

## COUNCIL MINUTES

### DRAFT

160 qualifying. They are requesting that the council consider the variance request first and if the  
161 variance is denied, the applicant would intend to withdraw the request for the conditional use  
162 permit.

163 Mayor Rafferty questioned staff on the applicant's contention that they would not be able to mow  
164 their grass on a Sunday or federal holiday under the conditions included in the CUP. Staff noted  
165 that the condition follows the City's existing noise ordinance.

166 Attorney Squires noted that if the council denies the variance request, the applicant intends to  
167 withdraw their CUP application so the condition discussion would no longer apply.

168 Mr. Stowe updated the council on how he operates and on the care of older horses. He is using the  
169 structure on his property as it was intended to be used and as it was sold to him. He added that it  
170 hasn't been proven either that the original CUP doesn't still apply.

171 City Attorney Squires summarized and supported the information presented by staff. He reviewed  
172 the elements of practical difficulty that the council should consider.

173 Councilmember Stoesz moved to approve Resolution No. 21-68 as presented. Councilmember  
174 Cavegn seconded the motion. Motion carried on a voice vote.

175 Resolution No. 21-67 was not considered as the applicant indicated the application for a conditional  
176 use permit was withdrawn.

### UNFINISHED BUSINESS

178 There was no Unfinished Business.

179

### NEW BUSINESS

181 There was no New Business.

182

### COMMUNITY EVENTS

184 The council received an update from Councilmember Stoesz on plans for the upcoming Blue Heron  
185 Days festival and related activities.

### COMMUNITY CALENDAR

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<i>Community Calendar – A Look Ahead</i>			
<b>August 9, 2021 through August 23, 2021</b>			
	Wednesday, August 11	6:30 pm, Council Chambers	Planning & Zoning Board
	Monday, August 23	6:00 pm, Community Room	Council Work Session
	Monday, August 23	6:30 pm, Council Chambers	City Council Meeting

### ADJOURN

195 There being no further business, Councilmember Cavegn moved to adjourn at 8:00 p.m.  
196 Councilmember Stoesz seconded the motion. Motion carried on a voice vote.

197

198 Following adjournment of the regular council meeting, the City Council reconvened for a special  
199 work session to discuss the 2022 Budget.

200

201 These minutes were considered and approved at the regular Council Meeting on August 23, 2021.

202

**COUNCIL MINUTES**

**DRAFT**

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Julianne Bartell, City Clerk

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Rob Rafferty, Mayor

**CITY COUNCIL  
AGENDA ITEM 1D**

STAFF ORIGINATOR: Hannah Lynch, Finance Director

MEETING DATE: August 23, 2021

TOPIC: 2<sup>nd</sup> Quarter 2021 Financial Report

VOTE REQUIRED: 3/5

**BACKGROUND**

Staff has reconciled all bank and investment accounts through June 30, 2021. The Quarterly Financial Report contains unaudited information as follows:

- Investments Summary
- Cash Balance By Fund
- General Fund Budget to Actual
- Water Fund Budget to Actual
- Sewer Fund Budget to Actual

Each Budget to Actual analysis provides a summary of significant activity. Full general ledger detail of each fund can be found on pages 7-17.

**RECOMMENDATION**

Consider approval of the 2<sup>nd</sup> Quarter 2021 Financial Report.

**ATTACHMENTS**

2<sup>nd</sup> Quarter 2021 Financial Report





2nd Quarter 2021 Financial Report

**City of Lino Lakes  
Investments Summary  
For the Quarter Ended June 30, 2021**

**Portfolio Characteristics**

Book Value	\$43,619,803
Market Value	\$43,858,622
Unrealized Gain (Loss)	\$238,819
Years to Effective Maturity	1.82
Years to Final Maturity	5.58

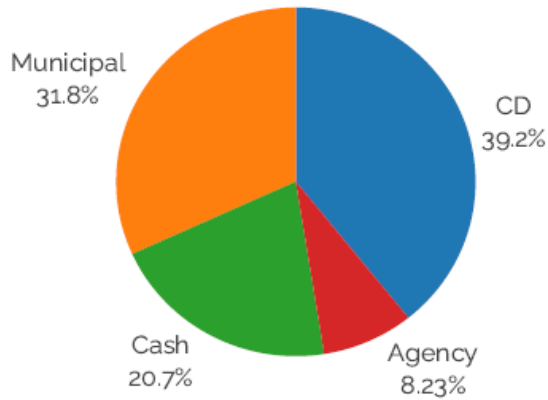
**YTD Performance**

Interest Earnings	\$340,750
Unrealized Gain (Loss)	-\$366,110 (1)

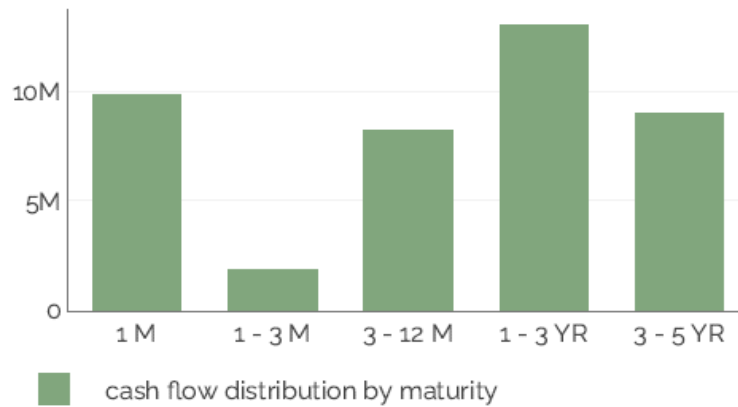
**Notes**

(1) An unrealized loss is a decrease in the value of an investment that an investor holds. A gain or loss becomes realized when the investment is actually sold. Our investments are not intended to be sold, but instead held to maturity. The unrealized loss is a function of rising interest rates.

**Sector Distribution**



**Cash Flow Distribution**



**City of Lino Lakes**  
**Cash Balance by Fund**  
**For the Quarter Ended June 30, 2021**

Fund	Cash Balance
101 General Fund	\$ 3,314,879
201 Recreation Programming	22,450
202 Recreation Facility	1,798
203 Economic Development Authority	238,234
204 Cable TV and Communications	272,413
205 Blue Heron Days	16,608
206 Federal Forfeiture - Justice	10,254
207 State Narcotics Forfeiture	54,101
208 DUI Forfeitures	68,033
209 Forfeitures - Other	1,566
210 Federal Forfeiture - Treasury	39,227
211 K9 Unit	21,606
301 Closed Bond	679,809
315 Certificates Of Indebtedness	291,149
332 G.O. Tax Increment Bonds 2007A	165,274
333 G.O. Improvement Note 2009A	28,264
335 G.O. Bonds 2012A	49,026
336 G.O. Bonds 2013A	328,360
337 G.O. Bonds 2014A	398,664
338 G.O. Bonds 2015A	412,451
339 EDA Lease Revenue Bonds 2015B	79,414
340 G.O. Capital Note 2016A	39,146
341 G.O. Utility Revenue Bonds 2016A	278,146
342 G.O. Improvement Refunding Bonds 2016B	37,656
343 G.O. Tax Abatement Refunding Bonds 2016C	128,346
344 G.O. Bonds 2018A	1,308,468
345 G.O. Bonds 2020A	61,114
401 Municipal Bldgs & Facilities	312,880
402 Capital Equip Revolving	413,232
403 Office Equip Revolving	68,722
405 Dedicated Parks	1,338,385
406 Area And Unit Trunk	8,909,007
411 T.I.F. District 1-5	404,722
417 T.I.F. District 1-10	201,104
418 T.I.F. District 1-11	(807,139)
419 T.I.F. District 1-12	132,967
420 Municipal State Aid	2,797,678
421 Pavement Management	614,367
422 Surface Water Management	998,808
423 Street Reconstruction	557,759
424 Surface Water Maintenance	303,892
425 Park & Trail Improvements	315,042
484 2040 Comp Plan Update	34,924
601 Water Operating	5,926,859
602 Sewer Operating	9,759,846
801 Contractor's Deposits	3,086,803
810 Foxborough Environ Trust Fund	137,515
811 Preserve Stewardship	4,793
	<u>\$ 43,858,622</u>

**City of Lino Lakes**  
**General Fund Budet to Actual (Unaudited)**  
**For the Quarter Ended June 30, 2021**

	<b>Annual Budget</b>	<b>Budget Thru 06/30/2021</b>	<b>Actuals Thru 06/30/2021</b>	<b>Variance - Favorable (Unfavorable)</b>	<b>Percent Received or Expended Based on Budget Thru 06/30/2021</b>
<b>Revenues</b>					
Property Taxes	\$ 9,271,367	\$ 4,635,684	\$ -	\$ (4,635,684) *	- %
Licenses and Permits	943,019	471,510	790,362	318,853 (1)	167.6
Intergovernmental Revenue	631,523	315,762	158,464	(157,297) (2)	50.2
Charges For Services	301,059	150,530	144,757	(5,772)	96.2
Fines & Forfeits	106,100	53,050	42,295	(10,755)	79.7
Investment Income	30,000	15,000	(4,501)	(19,501) (3)	(30.0)
Miscellaneous Revenue**	214,500	107,250	110,301	3,051	102.8
<b>Total Revenues</b>	<b>11,497,568</b>	<b>5,748,784</b>	<b>1,241,679</b>	<b>(4,507,105)</b>	<b>21.6</b>
<b>Expenditures</b>					
Mayor & Council	89,763	44,882	31,211	13,670	69.5
Administration	551,835	275,918	245,790	30,127	89.1
Elections	19,160	9,580	4,379	5,201	45.7
Cable TV	2,658	1,329	3	1,326	0.2
Charter Administration	2,500	1,250	302	948	24.2
Finance	686,227	343,114	296,734	46,380	86.5
Legal Consultants	135,000	67,500	56,503	10,997	83.7
Economic Development	108,484	54,242	43,676	10,566	80.5
Planning & Zoning	168,048	84,024	64,438	19,586 (4)	76.7
Engineering	109,760	54,880	37,867	17,014 (5)	69.0
Community Development	235,180	117,590	110,867	6,723	94.3
Police	4,368,047	2,184,024	1,796,429	387,595	82.3
Fire	698,885	349,443	265,337	84,106 (6)	75.9
Building Inspections	376,680	188,340	171,253	17,087	90.9
Streets	1,008,752	504,376	412,131	92,245	81.7
Fleet Management	559,159	279,580	251,310	28,270	89.9
Government Buildings	494,586	247,293	252,870	(5,577)	102.3
Parks	690,294	345,147	291,553	53,594	84.5
Recreation	-	-	713	(713)	-
Environmental	63,341	31,671	20,448	11,223	64.6
Solid Waste	78,523	39,262	23,056	16,206 (7)	58.7
Forestry	71,405	35,703	19,766	15,936 (8)	55.4
Other	1,001,113	500,557	926,113	(425,557) (9)	185.0
<b>Total Expenditures</b>	<b>11,519,400</b>	<b>5,759,700</b>	<b>5,322,748</b>	<b>436,952</b>	<b>92.4</b>
<b>Revenues Over (Under) Expenditures</b>	<b>\$ (21,832)</b>	<b>\$ (10,916)</b>	<b>\$ (4,081,069)</b>	<b>\$ (4,070,153)</b>	

\* Property taxes are received in July and December.

\*\*General fund reserves budget of \$21,832 is represented on the Revenues Over (Under) Expenditures line.

- | <u>Item</u> | <u>Explanation of items with variance greater than \$15,000 and percentage less than 80% or greater than 120%</u>                                                                                                              |
|-------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (1)         | Liquor license revenue under budget due to fees waived, lodging tax (pass through revenue) is low due to COVID-19 Pandemic, and residential development (Watermark) is creating more building permit revenue than anticipated. |
| (2)         | Police State Aid is received in October and the first half of the solid waste grant has not been received from Anoka County.                                                                                                   |
| (3)         | Due to rising interest rates unrealized losses on investments are greater than interest earnings.                                                                                                                              |
| (4)         | Under budget in contracted services for zoning ordinance updates and consultant services for small area plans.                                                                                                                 |
| (5)         | Variance due to accounts payable timing difference (general engineering services for May & June have not yet been paid).                                                                                                       |

**City of Lino Lakes**  
**General Fund Budget to Actual (Unaudited)**  
**For the Quarter Ended June 30, 2021**

- (6) Salaries and fire stipends are driving the variance due to the number of fire calls and number of cross trained police officers. In addition, turn-out gear has not yet been purchased.
- (7) Variance due to an intern vacancy from January - April and accounts payable timing difference in contracted services (April - June Recycling Saturday invoices have not yet been paid).
- (8) Contracted services budget for boulevard trees will be spent in Quarter 3.
- (9) Contingency does not get any expenditures coded to it, instead that budget is allocated to other line items with budget amendments as needed. Operating transfers were booked in full in January 2021.

**City of Lino Lakes**  
**Water Fund Budet to Actual (Unaudited)**  
**For the Quarter Ended June 30, 2021**

	<b>Annual Budget</b>	<b>Budget Thru 06/30/2021</b>	<b>Actuals Thru 06/30/2021</b>	<b>Prior Year Thru 06/30/2020</b>	<b>Variance - Favorable (Unfavorable)</b>
<b>Revenues</b>					
Water Hook Up Charge	\$ 36,500	\$ 18,250	\$ 41,750	\$ 15,750	26,000 (1)
Water Meter Sales	50,000	25,000	77,917	25,727	52,189 (1)
Irrigation Controller Sales	-	-	4,750	-	4,750
Interest On Investments	50,000	25,000	(6,677)	-	(6,677)
Miscellaneous Revenue	2,500	1,250	1,085	106	979
Water Sales	1,080,000	540,000	342,169	367,391	(25,222) (2)
Penalty	22,000	11,000	7,796	3,760	4,036
Sale of Fixed Assets	-	-	13,750	-	13,750
<b>Total Revenues</b>	<b>1,241,000</b>	<b>620,500</b>	<b>482,540</b>	<b>412,735</b>	<b>69,805</b>
<b>Expenditures</b>					
Personal Services	312,737	156,369	141,433	139,586	(1,847)
Supplies	240,000	120,000	108,007	84,504	(23,502) (3)
Services & Charges	300,181	150,091	94,960	108,661	13,701
Contractual Services	11,000	5,500	6,227	(4,489)	(10,716)
Depreciation*	605,000	302,500	-	-	-
Capital Outlay	55,000	27,500	67,273	135,966	68,693 (4)
<b>Total Expenditures</b>	<b>1,523,918</b>	<b>761,959</b>	<b>417,899</b>	<b>464,228</b>	<b>46,328</b>
<b>Revenues Over (Under) Expenditures</b>	<b>\$ (282,918)</b>	<b>\$ (141,459)</b>	<b>\$ 64,640</b>	<b>\$ (51,493)</b>	<b>\$ 116,133</b>

\*Depreciation is factored out of contractual services. Depreciation is a non-cash expense calculated at year end.

Item    Explanation of items with variance greater than \$20,000

- (1) Roughly 167 new customers YTD in 2021 compared to 63 in 2020.
- (2) More water sales in 2020 due to the COVID-19 Pandemic with more people at home. In addition, the prison needed a large amount of water (\$16,380) in 2020. These factors are offsetting an increase from new customers in 2021.
- (3) Variance from prior year due to level of water meter inventory. More needed in 2021 due to the number of new customers.
- (4) Variance due to capital equipment purchased and capital projects in progress:  
2021 - Smart Radio Reader, 50% Utilities Vehicle, 50% Lawn Mower, Well House No. 1 Rehabilitation  
2020 - Smart Irrigation Meters, 50% Utilities Vehicle, Well House No. 1 Rehabilitation

**City of Lino Lakes**  
**Sewer Fund Budget to Actual (Unaudited)**  
**For the Quarter Ended June 30, 2021**

	<b>Annual Budget</b>	<b>Budget Thru 06/30/2021</b>	<b>Actuals Thru 06/30/2021</b>	<b>Prior Year Thru 06/30/2020</b>	<b>Variance - Favorable (Unfavorable)</b>
<b>Revenues</b>					
Sewer Hook Up Charge	\$ 29,000	\$ 14,500	\$ 34,097	\$ 12,610	21,487 (1)
Interest On Investments	80,000	40,000	(10,805)	-	(10,805)
Refunds and Reimbursements	-	-	15,276	-	
Sewer Sales	1,700,000	850,000	891,433	866,941	24,491 (2)
Penalty	26,000	13,000	11,562	5,507	6,055
Sale of Fixed Assets	-	-	13,750	-	13,750
<b>Total Revenues</b>	<b>1,835,000</b>	<b>917,500</b>	<b>955,312</b>	<b>885,058</b>	<b>54,978</b>
<b>Expenditures</b>					
Personal Services	319,608	159,804	145,755	143,863	(1,892)
Supplies	80,099	40,050	1,619	16,715	15,096
Services & Charges	218,503	109,252	90,354	104,609	14,254
Contractual Services	998,488	499,244	581,382	608,027	26,645 (3)
Depreciation*	500,000	250,000	-	-	-
Capital Outlay	111,000	55,500	47,430	100,162	52,732 (4)
<b>Total Expenditures</b>	<b>2,227,698</b>	<b>1,113,849</b>	<b>866,540</b>	<b>973,376</b>	<b>106,836</b>
<b>Revenues Over (Under) Expenditures</b>	<b>\$ (392,698)</b>	<b>\$ (196,349)</b>	<b>\$ 88,771</b>	<b>\$ (88,318)</b>	<b>\$ 161,814</b>

\*Depreciation is factored out of contractual services. Depreciation is a non-cash expense calculated at year end.

Item    Explanation of items with variance greater than \$20,000

- (1) Roughly 171 new customers YTD in 2021 compared to 63 in 2020.
- (2) Increase due to an increase in customers. New customers primarily from the Watermark residential development.
- (3) Decrease in Met Council Environmental Services (MCES) Sewer Charges in 2021. Annual decrease amounts to \$46,903 or 5%.
- (4) Variance due to capital equipment purchased and capital projects in progress:  
2021 - 50% Utilities Vehicle, 50% Lawn Mower, Lift Station #4 Pump Rebuild  
2020 - 50% Utilities Vehicle, Trailer Mounted Jetter

# General Ledger

## Budget to Actual

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 Period 01 - 06  
 Fiscal Year 2021



Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101	General Fund				
	<b>Taxes</b>				
101-000-3010-000	Current Taxes	-9,232,367.00	-4,616,183.50	0.00	-4,616,183.50
101-000-3020-000	Delinquent Taxes	-35,000.00	-17,500.00	0.00	-17,500.00
101-000-3150-000	Penalties & Interest	-4,000.00	-2,000.00	0.00	-2,000.00
	<b>Taxes</b>	<b>-9,271,367.00</b>	<b>-4,635,683.50</b>	<b>0.00</b>	<b>-4,635,683.50</b>
	<b>Licenses &amp; Permits</b>				
101-000-3201-000	Liquor License - Bar	-32,000.00	-16,000.00	783.32	-16,783.32
101-000-3202-000	Liquor License - Beer	-1,000.00	-500.00	116.66	-616.66
101-000-3203-000	Off Sale Liquor License	-2,000.00	-1,000.00	-1,400.00	400.00
101-000-3204-000	Sunday Liquor License	-1,900.00	-950.00	0.00	-950.00
101-000-3205-000	Club Liquor License	-300.00	-150.00	0.00	-150.00
101-000-3208-000	Investigation Fee	-1,000.00	-500.00	-155.00	-345.00
101-000-3209-000	Garbage Removal License	-1,700.00	-850.00	-1,930.00	1,080.00
101-000-3210-000	Temporary Consumption Permi	-300.00	-150.00	-50.00	-100.00
101-000-3211-000	Cigarette License	-600.00	-300.00	-650.00	350.00
101-000-3213-000	Contractor's License	-17,103.00	-8,551.50	-5,960.00	-2,591.50
101-000-3215-000	Rental Housing License	-5,906.00	-2,953.00	-2,715.75	-237.25
101-000-3219-000	Dance	-35.00	-17.50	-35.00	17.50
101-000-3220-000	Fireworks License	-200.00	-100.00	-100.00	0.00
101-000-3222-000	Massage License	-1,100.00	-550.00	-800.00	250.00
101-000-3223-000	Peddler's License	-2,500.00	-1,250.00	-1,665.00	415.00
101-000-3225-000	Lodging Tax	-76,315.00	-38,157.50	-21,125.00	-17,032.50
101-000-3250-000	Building Permits	-445,221.00	-222,610.50	-403,875.35	181,264.85
101-000-3251-000	Plan Inspection Fee	-200,873.00	-100,436.50	-229,581.84	129,145.34
101-000-3252-000	Erosion Control Permit	-24,800.00	-12,400.00	-26,560.00	14,160.00
101-000-3253-000	Plumbing Permit	-27,227.00	-13,613.50	-28,585.00	14,971.50
101-000-3254-000	Heating & Air Conditioning	-58,441.00	-29,220.50	-47,315.52	18,095.02
101-000-3255-000	Septic Plumbing Permit	-5,718.00	-2,859.00	-1,820.00	-1,039.00
101-000-3256-000	Septic System Permit	-6,342.00	-3,171.00	-4,500.00	1,329.00
101-000-3259-000	Fence Permit	-4,063.00	-2,031.50	-3,586.00	1,554.50
101-000-3260-000	Dog License	-1,250.00	-625.00	-760.25	135.25
101-000-3262-000	Sign Permit	-1,158.00	-579.00	-25.00	-554.00
101-000-3264-000	Underground Utility Permit	-15,467.00	-7,733.50	-5,326.60	-2,406.90
101-000-3266-000	Miscellaneous Permits	-8,500.00	-4,250.00	-2,741.00	-1,509.00
	<b>Licenses &amp; Permits</b>	<b>-943,019.00</b>	<b>-471,509.50</b>	<b>-790,362.33</b>	<b>318,852.83</b>
	<b>Intergovernmental Revenues</b>				
101-000-3314-000	TZD Safe Roads Grant	0.00	0.00	-14,601.12	14,601.12
101-000-3341-000	Market Value Credit	-4,000.00	-2,000.00	0.00	-2,000.00
101-000-3345-000	Municipal State Aid (MSA)	-270,000.00	-135,000.00	-123,268.00	-11,732.00
101-000-3346-000	Police State Aid	-255,000.00	-127,500.00	0.00	-127,500.00
101-000-3348-000	Other State Revenue	-10,000.00	-5,000.00	0.00	-5,000.00
101-000-3349-000	Fire State Aid	-14,000.00	-7,000.00	-20,595.00	13,595.00
101-000-3360-000	Solid Waste (Anoka County)	-78,523.00	-39,261.50	0.00	-39,261.50
	<b>Intergovernmental Revenues</b>	<b>-631,523.00</b>	<b>-315,761.50</b>	<b>-158,464.12</b>	<b>-157,297.38</b>
	<b>Charges for Service</b>				
101-000-3265-000	Land Use Administration Fee	-7,333.00	-3,666.50	-7,889.00	4,222.50
101-000-3404-000	Sales Of Supplies (MapsEtc)	-100.00	-50.00	-17.20	-32.80
101-000-3405-000	Assessment Searches	-3,500.00	-1,750.00	-5,680.00	3,930.00
101-000-3413-000	Return Check Fee	0.00	0.00	-30.00	30.00
101-000-3416-000	Resale	0.00	0.00	-0.84	0.84
101-000-3417-000	Aerial Map Fee	-12,000.00	-6,000.00	-10,170.00	4,170.00
101-000-3420-000	Police Reports	-800.00	-400.00	-338.00	-62.00
101-000-3422-000	Police Other Revenues	-190,000.00	-95,000.00	-80,689.50	-14,310.50



<u>Account Number</u>	<u>Description</u>	<u>Budget</u>	<u>YTD Budget</u>	<u>End Bal</u>	<u>YTD Bgt Var</u>
101-000-3433-000	Public Works Fees	-7,500.00	-3,750.00	-1,255.12	-2,494.88
101-000-3470-000	Other Park Revenues	-750.00	-375.00	-157.67	-217.33
101-000-3492-000	EngineeringPlanning Fees	-29,076.00	-14,538.00	-13,529.82	-1,008.18
101-000-3494-000	Investment Management Fees	-50,000.00	-25,000.00	-25,000.02	0.02
	<b>Charges for Service</b>	<b>-301,059.00</b>	<b>-150,529.50</b>	<b>-144,757.17</b>	<b>-5,772.33</b>
	<b>Fines &amp; Forfeits</b>				
101-000-3510-000	Fines & Forfeits	-105,500.00	-52,750.00	-41,895.03	-10,854.97
101-000-3512-000	Driving Diversion Prog (DDP)	-600.00	-300.00	-400.00	100.00
	<b>Fines &amp; Forfeits</b>	<b>-106,100.00</b>	<b>-53,050.00</b>	<b>-42,295.03</b>	<b>-10,754.97</b>
	<b>Investment Income</b>				
101-000-3620-000	Interest On Investments	-30,000.00	-15,000.00	4,500.99	-19,500.99
	<b>Investment Income</b>	<b>-30,000.00</b>	<b>-15,000.00</b>	<b>4,500.99</b>	<b>-19,500.99</b>
	<b>Miscellaneous Revenues</b>				
101-000-3350-000	Circle Pines Gas Franchise	-55,000.00	-27,500.00	-36,498.54	8,998.54
101-000-3361-000	Other Solid Waste	-3,000.00	-1,500.00	0.00	-1,500.00
101-000-3414-000	SACSurcharge Fee	-4,000.00	-2,000.00	-3,739.31	1,739.31
101-000-3720-000	ContributionsDonations	-500.00	-250.00	0.00	-250.00
101-000-3730-000	Refunds & Reimbursements	-35,000.00	-17,500.00	-7,221.92	-10,278.08
101-000-3740-000	Lease Revenue	-115,000.00	-57,500.00	-62,755.22	5,255.22
101-000-3810-000	Miscellaneous Revenue	-2,000.00	-1,000.00	-86.40	-913.60
101-000-3900-000	General Fund Reserves	-21,832.00	-10,916.00	0.00	-10,916.00
	<b>Miscellaneous Revenues</b>	<b>-236,332.00</b>	<b>-118,166.00</b>	<b>-110,301.39</b>	<b>-7,864.61</b>
101	General Fund	-11,519,400.00	-5,759,700.00	-1,241,679.05	-4,518,020.95

# General Ledger

## Budget to Actual

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 Period 01 - 06  
 Fiscal Year 2021



Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101	General Fund				
<b>401</b>	<b>MayorCouncil</b>				
101-401-4101-000	Salaries - MayorCouncil	44,512.00	22,256.00	22,055.94	200.06
101-401-4121-000	PERA	2,226.00	1,113.00	1,102.86	10.14
101-401-4122-000	FICA	645.00	322.50	319.80	2.70
101-401-4151-000	Worker's Compensation	180.00	90.00	47.00	43.00
101-401-4300-000	Professional Services	4,000.00	2,000.00	0.00	2,000.00
101-401-4330-000	TravelTuition-MayorCouncil	1,500.00	750.00	0.00	750.00
101-401-4340-000	Advertising	200.00	100.00	0.00	100.00
101-401-4343-000	Newsletter - MayorCouncil	13,000.00	6,500.00	6,645.13	-145.13
101-401-4452-000	SubscriptionsDues	18,500.00	9,250.00	0.00	9,250.00
101-401-4900-000	Marketing & Education	5,000.00	2,500.00	1,040.67	1,459.33
<b>401</b>	<b>MayorCouncil</b>	<b>89,763.00</b>	<b>44,881.50</b>	<b>31,211.40</b>	<b>13,670.10</b>
<b>402</b>	<b>Administration</b>				
101-402-4101-000	Salaries - Administration	389,218.00	194,609.00	179,486.58	15,122.42
101-402-4106-000	Temporaries - Admin	16,500.00	8,250.00	8,517.00	-267.00
101-402-4108-000	Wellness Program-Admin	720.00	360.00	0.00	360.00
101-402-4121-000	PERA	30,429.00	15,214.50	15,103.92	110.58
101-402-4122-000	FICA	31,037.00	15,518.50	14,353.13	1,165.37
101-402-4123-000	Def Comp Employer Contribution	1,694.00	847.00	1,738.65	-891.65
101-402-4131-000	Health Insurance	30,871.00	15,435.50	9,130.50	6,305.00
101-402-4133-000	Life Insurance	1,439.00	719.50	634.35	85.15
101-402-4134-000	Dental Insurance	2,157.00	1,078.50	539.34	539.16
101-402-4151-000	Workers Compensation	2,371.00	1,185.50	1,589.00	-403.50
101-402-4300-000	Professional Services-Admin	15,000.00	7,500.00	3,458.45	4,041.55
101-402-4310-000	Other Consultant-Admin	9,000.00	4,500.00	2,063.50	2,436.50
101-402-4321-000	Telephone	360.00	180.00	180.00	0.00
101-402-4330-000	TravelTuition-Admin	8,500.00	4,250.00	1,487.58	2,762.42
101-402-4340-000	Advertising-Admin	2,000.00	1,000.00	157.12	842.88
101-402-4410-000	Contracted Services-Admin	9,039.00	4,519.50	5,896.60	-1,377.10
101-402-4452-000	SubscriptionsDues-Admin	1,500.00	750.00	1,454.35	-704.35
<b>402</b>	<b>Administration</b>	<b>551,835.00</b>	<b>275,917.50</b>	<b>245,790.07</b>	<b>30,127.43</b>
<b>403</b>	<b>Elections</b>				
101-403-4101-000	Salaries - Elections	10,000.00	5,000.00	0.00	5,000.00
101-403-4122-000	FICA	30.00	15.00	0.00	15.00
101-403-4151-000	Workers Compensation	130.00	65.00	164.00	-99.00
101-403-4200-000	Office Supplies-Elections	500.00	250.00	0.00	250.00
101-403-4340-000	Advertising-Elections	2,000.00	1,000.00	0.00	1,000.00
101-403-4410-000	Contracted Services-Elections	6,500.00	3,250.00	4,214.87	-964.87
<b>403</b>	<b>Elections</b>	<b>19,160.00</b>	<b>9,580.00</b>	<b>4,378.87</b>	<b>5,201.13</b>
<b>404</b>	<b>Cable</b>				
101-404-4151-000	Workers Compensation	0.00	0.00	3.00	-3.00
101-404-4410-000	Contracted Services-Cable	2,658.00	1,329.00	0.00	1,329.00
<b>404</b>	<b>Cable</b>	<b>2,658.00</b>	<b>1,329.00</b>	<b>3.00</b>	<b>1,326.00</b>
<b>405</b>	<b>Charter</b>				
101-405-4300-000	Professional Services-Charter	1,000.00	500.00	302.00	198.00
101-405-4300-999	Professional Services-Charter	1,500.00	750.00	0.00	750.00
<b>405</b>	<b>Charter</b>	<b>2,500.00</b>	<b>1,250.00</b>	<b>302.00</b>	<b>948.00</b>
<b>407</b>	<b>Finance</b>				
101-407-4101-000	Salaries - Finance	244,406.00	122,203.00	112,319.60	9,883.40
101-407-4108-000	Wellness Program-Finance	720.00	360.00	0.00	360.00
101-407-4121-000	PERA	18,330.00	9,165.00	9,064.99	100.01
101-407-4122-000	FICA	18,697.00	9,348.50	8,171.56	1,176.94
101-407-4131-000	Health Insurance	32,971.00	16,485.50	16,178.34	307.16

Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101-407-4133-000	Life Insurance	944.00	472.00	438.66	33.34
101-407-4134-000	Dental Insurance	1,672.00	836.00	606.66	229.34
101-407-4151-000	Workers Compensation	1,428.00	714.00	1,036.00	-322.00
101-407-4200-000	Office Supplies-Finance	1,000.00	500.00	279.77	220.23
101-407-4308-000	Auditor	15,000.00	7,500.00	17,668.28	-10,168.28
101-407-4310-000	Other Consultant-Finance	231,859.00	115,929.50	127,468.00	-11,538.50
101-407-4330-000	TravelTuition-Finance	6,000.00	3,000.00	915.00	2,085.00
101-407-4340-000	Advertising-Finance	1,000.00	500.00	0.00	500.00
101-407-4342-000	Truth In Taxation	1,900.00	950.00	2,009.94	-1,059.94
101-407-4410-000	Contracted Services-Finance	109,000.00	54,500.00	102.00	54,398.00
101-407-4452-000	SubscriptionsDues-Finance	1,300.00	650.00	475.00	175.00
<b>407</b>	<b>Finance</b>	<b>686,227.00</b>	<b>343,113.50</b>	<b>296,733.80</b>	<b>46,379.70</b>
<b>414</b>	<b>Legal Consultants</b>				
101-414-4301-000	Consultants Municipal Atto	30,000.00	15,000.00	4,967.42	10,032.58
101-414-4303-000	Consultants Criminal Attor	105,000.00	52,500.00	51,535.50	964.50
<b>414</b>	<b>Legal Consultants</b>	<b>135,000.00</b>	<b>67,500.00</b>	<b>56,502.92</b>	<b>10,997.08</b>
<b>415</b>	<b>Economic Development</b>				
101-415-4106-000	Temporaries - Econ Dev	19,604.00	9,802.00	10,158.50	-356.50
101-415-4121-000	PERA	0.00	0.00	803.89	-803.89
101-415-4122-000	FICA	1,500.00	750.00	777.05	-27.05
101-415-4151-000	Workers Compensation	115.00	57.50	75.00	-17.50
101-415-4300-000	Professional Services-Econ Dev	13,440.00	6,720.00	21,153.50	-14,433.50
101-415-4330-000	TravelTuition-Econ Dev	300.00	150.00	10.00	140.00
101-415-4340-000	Advertising-Econ Dev	300.00	150.00	0.00	150.00
101-415-4452-000	SubscriptionsDues-Econ Dev	725.00	362.50	695.00	-332.50
101-415-4900-000	Marketing	72,500.00	36,250.00	10,003.00	26,247.00
<b>415</b>	<b>Economic Development</b>	<b>108,484.00</b>	<b>54,242.00</b>	<b>43,675.94</b>	<b>10,566.06</b>
<b>416</b>	<b>Planning &amp; Zoning</b>				
101-416-4101-000	Salaries - P&Z	91,014.00	45,507.00	42,195.08	3,311.92
101-416-4121-000	PERA	6,826.00	3,413.00	3,394.07	18.93
101-416-4122-000	FICA	6,963.00	3,481.50	3,102.90	378.60
101-416-4131-000	Health Insurance	7,461.00	3,730.50	3,730.56	-0.06
101-416-4133-000	Life Insurance	338.00	169.00	168.54	0.46
101-416-4134-000	Dental Insurance	539.00	269.50	269.64	-0.14
101-416-4151-000	Workers Compensation	457.00	228.50	337.00	-108.50
101-416-4200-000	Office Supplies-P&Z	200.00	100.00	0.00	100.00
101-416-4300-000	Professional Services-P&Z	7,950.00	3,975.00	4,494.18	-519.18
101-416-4330-000	TravelTuition-P&Z	1,450.00	725.00	15.00	710.00
101-416-4331-000	Stipend P&Z Board	6,600.00	3,300.00	3,000.00	300.00
101-416-4340-000	Advertising-P&Z	250.00	125.00	0.00	125.00
101-416-4410-000	Contracted Services-P&Z	37,300.00	18,650.00	3,078.42	15,571.58
101-416-4452-000	SubscriptionsDues-P&Z	700.00	350.00	653.00	-303.00
<b>416</b>	<b>Planning &amp; Zoning</b>	<b>168,048.00</b>	<b>84,024.00</b>	<b>64,438.39</b>	<b>19,585.61</b>
<b>417</b>	<b>Engineering</b>				
101-417-4300-000	Professional Services-Engineer	44,500.00	22,250.00	13,636.50	8,613.50
101-417-4410-000	Contracted Services-Engineer	62,660.00	31,330.00	21,220.00	10,110.00
101-417-5000-000	Capital Outlay Engineering	2,600.00	1,300.00	3,010.00	-1,710.00
<b>417</b>	<b>Engineering</b>	<b>109,760.00</b>	<b>54,880.00</b>	<b>37,866.50</b>	<b>17,013.50</b>
<b>418</b>	<b>Comm Dev</b>				
101-418-4101-000	Salaries - Comm Dev	183,798.00	91,899.00	85,074.62	6,824.38
101-418-4102-000	Overtime - Comm Dev	0.00	0.00	127.48	-127.48
101-418-4108-000	Wellness Program-Comm Dev	720.00	360.00	0.00	360.00
101-418-4121-000	PERA	13,785.00	6,892.50	6,849.17	43.33
101-418-4122-000	FICA	14,061.00	7,030.50	6,408.44	622.06
101-418-4131-000	Health Insurance	11,061.00	5,530.50	5,530.50	0.00
101-418-4133-000	Life Insurance	683.00	341.50	288.54	52.96
101-418-4134-000	Dental Insurance	1,079.00	539.50	269.64	269.86
101-418-4151-000	Workers Compensation	968.00	484.00	647.00	-163.00
101-418-4200-000	Office Supplies-Comm Dev	100.00	50.00	0.00	50.00
101-418-4300-000	Professional Services-Comm Dev	7,000.00	3,500.00	4,923.50	-1,423.50
101-418-4330-000	TravelTuition-Comm Dev	900.00	450.00	0.00	450.00
101-418-4340-000	Advertising-Comm Dev	0.00	0.00	46.00	-46.00
101-418-4410-000	Contracted Services-Comm Dev	300.00	150.00	0.00	150.00
101-418-4452-000	SubscriptionsDues-Comm Dev	725.00	362.50	702.00	-339.50
<b>418</b>	<b>Comm Dev</b>	<b>235,180.00</b>	<b>117,590.00</b>	<b>110,866.89</b>	<b>6,723.11</b>
<b>420</b>	<b>Police</b>				

Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101-420-4101-000	Salaries - Police	2,905,790.00	1,452,895.00	1,120,305.19	332,589.81
101-420-4102-000	Overtime - Police	90,000.00	45,000.00	52,933.25	-7,933.25
101-420-4108-000	Wellness Program-Police	2,052.00	1,026.00	240.00	786.00
101-420-4121-000	PERA	504,303.00	252,151.50	228,879.72	23,271.78
101-420-4122-000	FICA	59,214.00	29,607.00	22,478.31	7,128.69
101-420-4123-000	Def Comp Employer Contribution	1,286.00	643.00	4,173.72	-3,530.72
101-420-4131-000	Health Insurance	394,586.00	197,293.00	145,662.05	51,630.95
101-420-4133-000	Life Insurance	10,795.00	5,397.50	4,402.80	994.70
101-420-4134-000	Dental Insurance	17,058.00	8,529.00	6,395.22	2,133.78
101-420-4151-000	Workers Compensation	114,870.00	57,435.00	73,126.00	-15,691.00
101-420-4200-000	Office Supplies-Police	8,100.00	4,050.00	2,791.83	1,258.17
101-420-4211-000	Maintenance Supplies-Police	16,450.00	8,225.00	7,131.63	1,093.37
101-420-4213-000	Youth Program	3,100.00	1,550.00	0.00	1,550.00
101-420-4214-000	Crime Prevention	7,400.00	3,700.00	0.00	3,700.00
101-420-4240-000	Small ToolsEquip-Police	11,580.00	5,790.00	2,764.81	3,025.19
101-420-4300-000	Professional Services-Police	6,970.00	3,485.00	2,562.30	922.70
101-420-4321-000	Telephone-Police	22,664.00	11,332.00	9,186.50	2,145.50
101-420-4322-000	Postage-Police	1,000.00	500.00	198.94	301.06
101-420-4330-000	TravelTuition-Police	43,250.00	21,625.00	18,264.92	3,360.08
101-420-4360-000	Insurance	52,818.00	26,409.00	35,214.00	-8,805.00
101-420-4370-000	Uniforms-Police	37,402.00	18,701.00	12,682.01	6,018.99
101-420-4381-000	Electricity-Police	420.00	210.00	170.39	39.61
101-420-4386-000	Police Reserves	2,000.00	1,000.00	599.26	400.74
101-420-4410-000	Contracted Services-Police	50,639.00	25,319.50	40,055.11	-14,735.61
101-420-4452-000	SubscriptionsDues-Police	1,200.00	600.00	921.00	-321.00
101-420-5000-000	Capital Outlay Police	3,100.00	1,550.00	5,290.00	-3,740.00
<b>420</b>	<b>Police</b>	<b>4,368,047.00</b>	<b>2,184,023.50</b>	<b>1,796,428.96</b>	<b>387,594.54</b>
<b>421</b>	<b>Fire</b>				
101-421-4101-000	Salaries - Fire	318,945.00	159,472.50	139,129.59	20,342.91
101-421-4102-421	Overtime - Fire Stipend	0.00	0.00	612.84	-612.84
101-421-4108-000	Wellness Program-Fire	108.00	54.00	0.00	54.00
101-421-4109-000	Fire Stipend	72,675.00	36,337.50	0.00	36,337.50
101-421-4109-421	Fire Stipend	0.00	0.00	8,558.38	-8,558.38
101-421-4121-000	PERA	49,870.00	24,935.00	16,023.88	8,911.12
101-421-4121-421	PERA	0.00	0.00	2,052.31	-2,052.31
101-421-4122-000	FICA	13,796.00	6,898.00	5,958.21	939.79
101-421-4122-421	FICA	0.00	0.00	121.73	-121.73
101-421-4131-000	Health Insurance	27,827.00	13,913.50	11,286.37	2,627.13
101-421-4133-000	Life Insurance	855.00	427.50	333.43	94.07
101-421-4134-000	Dental Insurance	1,052.00	526.00	413.43	112.57
101-421-4151-000	Workers Compensation	50,732.00	25,366.00	27,966.00	-2,600.00
101-421-4200-000	Office Supplies-Fire	1,000.00	500.00	655.07	-155.07
101-421-4211-000	Maintenance Supplies-Fire	6,700.00	3,350.00	461.10	2,888.90
101-421-4213-000	Youth Program	1,700.00	850.00	0.00	850.00
101-421-4214-000	Fire Prevention	3,000.00	1,500.00	0.00	1,500.00
101-421-4240-000	Small ToolsEquip-Fire	14,500.00	7,250.00	2,061.49	5,188.51
101-421-4300-000	Professional Services-Fire	5,500.00	2,750.00	1,387.00	1,363.00
101-421-4321-000	Telephone-Fire	3,010.00	1,505.00	939.67	565.33
101-421-4322-000	Postage-Fire	500.00	250.00	13.33	236.67
101-421-4330-000	TravelTuition-Fire	33,050.00	16,525.00	22,964.47	-6,439.47
101-421-4340-000	Advertising-Fire	500.00	250.00	0.00	250.00
101-421-4370-000	Uniforms-Fire	49,000.00	24,500.00	555.50	23,944.50
101-421-4410-000	Contracted Services-Fire	43,485.00	21,742.50	22,726.98	-984.48
101-421-4452-000	SubscriptionsDues-Fire	1,080.00	540.00	1,116.06	-576.06
<b>421</b>	<b>Fire</b>	<b>698,885.00</b>	<b>349,442.50</b>	<b>265,336.84</b>	<b>84,105.66</b>
<b>422</b>	<b>Building Inspections</b>				
101-422-4101-000	Salaries - Building	268,052.00	134,026.00	121,733.45	12,292.55
101-422-4102-000	Overtime - Building	500.00	250.00	1,779.13	-1,529.13
101-422-4106-000	Temporaries - Building	9,360.00	4,680.00	1,200.00	3,480.00
101-422-4108-000	Wellness Program-Bldg Insp	720.00	360.00	0.00	360.00
101-422-4121-000	PERA	20,141.00	10,070.50	9,922.77	147.73
101-422-4122-000	FICA	21,260.00	10,630.00	9,160.29	1,469.71
101-422-4131-000	Health Insurance	35,377.00	17,688.50	15,311.21	2,377.29
101-422-4133-000	Life Insurance	1,025.00	512.50	501.00	11.50
101-422-4134-000	Dental Insurance	1,887.00	943.50	561.75	381.75
101-422-4151-000	Workers Compensation	1,443.00	721.50	879.00	-157.50

Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101-422-4200-000	Office Supplies-Building	2,000.00	1,000.00	801.46	198.54
101-422-4240-000	Small ToolsEquip-Bldg	150.00	75.00	35.67	39.33
101-422-4300-000	Professional Services-Bldg	5,000.00	2,500.00	4,545.00	-2,045.00
101-422-4321-000	Telephone-Building Inspections	2,000.00	1,000.00	965.26	34.74
101-422-4330-000	TravelTuition-Bldg	3,300.00	1,650.00	2,558.20	-908.20
101-422-4370-000	Uniforms-Building	1,140.00	570.00	380.00	190.00
101-422-4410-000	Contracted Services-Bldg	3,000.00	1,500.00	919.00	581.00
101-422-4452-000	SubscriptionsDues-Bldg Insp	325.00	162.50	0.00	162.50
<b>422</b>	<b>Building Inspections</b>	<b>376,680.00</b>	<b>188,340.00</b>	<b>171,253.19</b>	<b>17,086.81</b>
<b>430</b>	<b>Streets</b>				
101-430-4101-000	Salaries - Streets	431,085.00	215,542.50	197,664.88	17,877.62
101-430-4102-000	Overtime - Streets	14,000.00	7,000.00	4,932.91	2,067.09
101-430-4105-000	On CallPager	4,996.00	2,498.00	8,901.55	-6,403.55
101-430-4106-000	Temporaries - Streets	26,000.00	13,000.00	6,256.75	6,743.25
101-430-4121-000	PERA	33,756.00	16,878.00	17,282.57	-404.57
101-430-4122-000	FICA	36,420.00	18,210.00	15,783.13	2,426.87
101-430-4123-000	Def Comp Employer Contribution	491.00	245.50	0.00	245.50
101-430-4131-000	Health Insurance	41,097.00	20,548.50	22,246.08	-1,697.58
101-430-4133-000	Life Insurance	1,660.00	830.00	800.22	29.78
101-430-4134-000	Dental Insurance	3,370.00	1,685.00	1,146.06	538.94
101-430-4151-000	Workers Compensation	33,277.00	16,638.50	22,568.00	-5,929.50
101-430-4211-000	Maintenance Supplies-Streets	23,000.00	11,500.00	7,700.54	3,799.46
101-430-4223-000	Street Signs	12,000.00	6,000.00	1,871.35	4,128.65
101-430-4224-000	Patching Materials	50,000.00	25,000.00	6,683.11	18,316.89
101-430-4228-000	SaltSand	55,000.00	27,500.00	44,564.55	-17,064.55
101-430-4229-000	GravelMisc	7,000.00	3,500.00	252.85	3,247.15
101-430-4240-000	Small ToolsEquip-Streets	4,000.00	2,000.00	420.96	1,579.04
101-430-4300-000	Professional Services-Streets	12,000.00	6,000.00	9,000.00	-3,000.00
101-430-4321-000	Telephone-Streets	1,000.00	500.00	298.01	201.99
101-430-4330-000	TravelTuition-Streets	2,000.00	1,000.00	252.00	748.00
101-430-4370-000	Uniforms-Streets	2,600.00	1,300.00	383.02	916.98
101-430-4385-000	Street Lights-Streets	93,000.00	46,500.00	31,493.27	15,006.73
101-430-4410-000	Contracted Services-Streets	99,000.00	49,500.00	11,072.10	38,427.90
101-430-4415-000	Rental Equipment	1,000.00	500.00	250.00	250.00
101-430-4452-000	SubscriptionsDues-Streets	3,500.00	1,750.00	307.50	1,442.50
101-430-5000-000	Capital Outlay Streets	17,500.00	8,750.00	0.00	8,750.00
<b>430</b>	<b>Streets</b>	<b>1,008,752.00</b>	<b>504,376.00</b>	<b>412,131.41</b>	<b>92,244.59</b>
<b>431</b>	<b>Fleet</b>				
101-431-4101-000	Salaries - Fleet	158,082.00	79,041.00	73,729.29	5,311.71
101-431-4102-000	Overtime - Fleet	2,000.00	1,000.00	516.65	483.35
101-431-4121-000	PERA	12,006.00	6,003.00	5,924.32	78.68
101-431-4122-000	FICA	12,246.00	6,123.00	5,090.71	1,032.29
101-431-4123-000	Def Comp Employer Contribution	393.00	196.50	0.00	196.50
101-431-4131-000	Health Insurance	26,913.00	13,456.50	8,614.44	4,842.06
101-431-4133-000	Life Insurance	622.00	311.00	286.68	24.32
101-431-4134-000	Dental Insurance	1,186.00	593.00	593.28	-0.28
101-431-4151-000	Workers Compensation	4,846.00	2,423.00	2,203.00	220.00
101-431-4211-000	Maintenance Supplies-Fleet	1,000.00	500.00	3,348.81	-2,848.81
101-431-4212-000	Vehicle Fuel	110,000.00	55,000.00	52,988.46	2,011.54
101-431-4221-000	Shop Parts	65,000.00	32,500.00	20,782.32	11,717.68
101-431-4240-000	Small ToolsEquip-Fleet	7,000.00	3,500.00	900.45	2,599.55
101-431-4300-000	Professional Services-Fleet	44,000.00	22,000.00	23,061.64	-1,061.64
101-431-4321-000	Telephone-Fleet	0.00	0.00	36.00	-36.00
101-431-4330-000	TravelTuition-Fleet	500.00	250.00	0.00	250.00
101-431-4363-000	Auto Insurance	40,795.00	20,397.50	30,429.00	-10,031.50
101-431-4370-000	Uniforms-Fleet	570.00	285.00	0.00	285.00
101-431-4410-000	Contracted Services-Fleet	61,000.00	30,500.00	22,804.62	7,695.38
101-431-4452-000	SubscriptionsDues-Fleet	6,000.00	3,000.00	0.00	3,000.00
101-431-5000-000	Capital Outlay Fleet	5,000.00	2,500.00	0.00	2,500.00
<b>431</b>	<b>Fleet</b>	<b>559,159.00</b>	<b>279,579.50</b>	<b>251,309.67</b>	<b>28,269.83</b>
<b>432</b>	<b>Government Buildings</b>				
101-432-4101-000	Salaries - Gov't Bldgs	2,080.00	1,040.00	960.00	80.00
101-432-4121-000	PERA	156.00	78.00	77.99	0.01
101-432-4122-000	FICA	159.00	79.50	70.58	8.92
101-432-4151-000	Workers Compensation	116.00	58.00	75.00	-17.00
101-432-4200-000	Office Supplies-Govt Buildings	10,000.00	5,000.00	5,637.72	-637.72

Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101-432-4211-000	Maintenance Supplies-Govt Bldg	30,000.00	15,000.00	3,555.37	11,444.63
101-432-4211-500	Maintenance Supplies-PW Bldg	0.00	0.00	2,224.65	-2,224.65
101-432-4211-501	Maintenance Supplies-Fire #1	0.00	0.00	66.91	-66.91
101-432-4211-502	Maintenance Supplies-Fire #2	0.00	0.00	984.94	-984.94
101-432-4211-503	Maintenance Supplies-Civ Comp	0.00	0.00	4,027.96	-4,027.96
101-432-4240-000	Small ToolsEquip-Govt Bldg	2,400.00	1,200.00	91.26	1,108.74
101-432-4240-503	Small ToolsEquip-Civ Complex	0.00	0.00	1,796.74	-1,796.74
101-432-4300-000	Professional Services-Govt Bld	59,000.00	29,500.00	77.20	29,422.80
101-432-4300-500	Professional Services-PW Bldg	0.00	0.00	5,335.55	-5,335.55
101-432-4300-501	Professional Services-Fire #1	0.00	0.00	1,704.79	-1,704.79
101-432-4300-502	Professional Services-Fire #2	0.00	0.00	4,489.64	-4,489.64
101-432-4300-503	Professional Services-Civ Comp	0.00	0.00	6,113.25	-6,113.25
101-432-4321-000	Telephone-Govt Buildings	6,864.00	3,432.00	1,007.05	2,424.95
101-432-4321-502	Telephone-Fire Station #2	0.00	0.00	2,107.05	-2,107.05
101-432-4321-503	Telephone-Civic Complex	0.00	0.00	356.31	-356.31
101-432-4322-000	Postage-Gov't Buildings	5,000.00	2,500.00	2,542.80	-42.80
101-432-4361-000	Building Insurance	130,111.00	65,055.50	86,745.00	-21,689.50
101-432-4381-000	Electricity-Gov't Bldgs	96,500.00	48,250.00	0.00	48,250.00
101-432-4381-500	Electricity-Public Works Bldg	0.00	0.00	5,602.61	-5,602.61
101-432-4381-501	Electricity-Fire Station #1	0.00	0.00	2,462.13	-2,462.13
101-432-4381-502	Electricity-Fire Station #2	0.00	0.00	4,701.34	-4,701.34
101-432-4381-503	Electricity-Civic Complex	0.00	0.00	22,817.52	-22,817.52
101-432-4382-000	Utilities	21,000.00	10,500.00	5,504.58	4,995.42
101-432-4383-000	Heat-Gov't Buildings	48,000.00	24,000.00	0.00	24,000.00
101-432-4383-500	Heat-Public Works Bldg	0.00	0.00	4,487.99	-4,487.99
101-432-4383-501	Heat-Fire Station #1	0.00	0.00	2,060.00	-2,060.00
101-432-4383-502	Heat-Fire Station #2	0.00	0.00	3,346.30	-3,346.30
101-432-4383-503	Heat-Civic Complex	0.00	0.00	11,923.03	-11,923.03
101-432-4384-000	Sanitation-Gov't Bldgs	12,000.00	6,000.00	0.00	6,000.00
101-432-4384-500	Sanitation-Public Works Bldg	0.00	0.00	2,341.93	-2,341.93
101-432-4384-501	Sanitation-Fire Station #1	0.00	0.00	681.59	-681.59
101-432-4384-502	Sanitation-Fire Station #2	0.00	0.00	868.43	-868.43
101-432-4384-503	Sanitation-Civic Complex	0.00	0.00	3,021.66	-3,021.66
101-432-4410-000	Contracted Services-Govt Bldg	71,000.00	35,500.00	1,256.21	34,243.79
101-432-4410-500	Contracted Services-PW Bldg	0.00	0.00	6,949.70	-6,949.70
101-432-4410-501	Contracted Services-Fire #1	0.00	0.00	4,780.73	-4,780.73
101-432-4410-502	Contracted Services-Fire #2	0.00	0.00	5,050.14	-5,050.14
101-432-4410-503	Contracted Services-Civic Comp	0.00	0.00	29,078.26	-29,078.26
101-432-4452-000	SubscriptionsDues-Gov't Bldgs	200.00	100.00	25.00	75.00
101-432-5000-000	Capital Outlay Gov't Bldgs	0.00	0.00	5,863.00	-5,863.00
<b>432</b>	<b>Government Buildings</b>	<b>494,586.00</b>	<b>247,293.00</b>	<b>252,869.91</b>	<b>-5,576.91</b>
<b>450</b>	<b>Parks</b>				
101-450-4101-000	Salaries - Parks	347,789.00	173,894.50	161,405.11	12,489.39
101-450-4102-000	Overtime - Parks	2,000.00	1,000.00	306.48	693.52
101-450-4106-000	Temporaries - Parks	39,200.00	19,600.00	7,602.00	11,998.00
101-450-4121-000	PERA	26,234.00	13,117.00	13,016.26	100.74
101-450-4122-000	FICA	29,758.00	14,879.00	12,614.61	2,264.39
101-450-4123-000	Def Comp Employer Contribution	1,922.00	961.00	1,617.86	-656.86
101-450-4131-000	Health Insurance	31,397.00	15,698.50	14,122.44	1,576.06
101-450-4133-000	Life Insurance	1,351.00	675.50	645.08	30.42
101-450-4134-000	Dental Insurance	2,669.00	1,334.50	1,065.12	269.38
101-450-4151-000	Workers Compensation	14,724.00	7,362.00	9,563.00	-2,201.00
101-450-4211-000	Maintenance Supplies-Parks	42,000.00	21,000.00	12,750.70	8,249.30
101-450-4240-000	Small ToolsEquip-Parks	3,000.00	1,500.00	803.01	696.99
101-450-4300-000	Professional Services-Parks	7,000.00	3,500.00	7,522.25	-4,022.25
101-450-4321-000	Telephone-Parks	2,000.00	1,000.00	367.55	632.45
101-450-4330-000	TravelTuition-Parks	2,000.00	1,000.00	340.00	660.00
101-450-4331-000	Stipend Park Board	2,750.00	1,375.00	1,650.00	-275.00
101-450-4370-000	Uniforms-Parks	1,500.00	750.00	544.90	205.10
101-450-4381-000	Electricity-Parks	3,500.00	1,750.00	1,460.06	289.94
101-450-4382-000	Utilities	25,000.00	12,500.00	96.20	12,403.80
101-450-4383-000	Heat-Parks	5,000.00	2,500.00	2,379.59	120.41
101-450-4384-000	Sanitation-Parks	1,800.00	900.00	207.91	692.09
101-450-4410-000	Contracted Services-Parks	97,000.00	48,500.00	7,216.94	41,283.06
101-450-4415-000	Rental Equipment	500.00	250.00	170.00	80.00
101-450-4452-000	SubscriptionsDues-Parks	200.00	100.00	65.00	35.00
101-450-5000-000	Capital Outlay Parks	0.00	0.00	34,020.82	-34,020.82

Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
<b>450</b>	<b>Parks</b>	<b>690,294.00</b>	<b>345,147.00</b>	<b>291,552.89</b>	<b>53,594.11</b>
<b>451</b>	<b>Recreation</b>				
101-451-4151-000	Workers Compensation	0.00	0.00	713.00	-713.00
<b>451</b>	<b>Recreation</b>	<b>0.00</b>	<b>0.00</b>	<b>713.00</b>	<b>-713.00</b>
<b>461</b>	<b>Environmental</b>				
101-461-4101-000	Salaries - Environmental	28,953.00	14,476.50	13,372.96	1,103.54
101-461-4102-000	Overtime - Environmental	500.00	250.00	0.00	250.00
101-461-4106-000	Temporaries - Environmental	13,520.00	6,760.00	504.00	6,256.00
101-461-4121-000	PERA	2,209.00	1,104.50	1,075.39	29.11
101-461-4122-000	FICA	3,287.00	1,643.50	1,057.83	585.67
101-461-4131-000	Health Insurance	2,798.00	1,399.00	1,398.96	0.04
101-461-4133-000	Life Insurance	126.00	63.00	54.24	8.76
101-461-4134-000	Dental Insurance	202.00	101.00	101.10	-0.10
101-461-4151-000	Workers Compensation	216.00	108.00	141.00	-33.00
101-461-4211-000	Maintenance Supplies-Env	700.00	350.00	441.64	-91.64
101-461-4240-000	Small ToolsEquip-Env	300.00	150.00	0.00	150.00
101-461-4300-000	Professional Services-Env	1,000.00	500.00	820.00	-320.00
101-461-4321-000	Telephone-Environmental	730.00	365.00	176.69	188.31
101-461-4330-000	TravelTuition-Env	1,100.00	550.00	279.00	271.00
101-461-4331-000	Stipend Environmental Board	6,600.00	3,300.00	1,025.00	2,275.00
101-461-4410-000	Contracted Services-Env	1,000.00	500.00	0.00	500.00
101-461-4452-000	SubscriptionsDues-Env	100.00	50.00	0.00	50.00
<b>461</b>	<b>Environmental</b>	<b>63,341.00</b>	<b>31,670.50</b>	<b>20,447.81</b>	<b>11,222.69</b>
<b>462</b>	<b>Solid Waste</b>				
101-462-4101-000	Salaries - Solid Waste	19,302.00	9,651.00	8,915.23	735.77
101-462-4102-000	Overtime - Solid Waste	1,600.00	800.00	0.00	800.00
101-462-4106-000	Temporaries - Solid Waste	19,604.00	9,802.00	2,639.00	7,163.00
101-462-4121-000	PERA	1,568.00	784.00	716.89	67.11
101-462-4122-000	FICA	3,099.00	1,549.50	880.97	668.53
101-462-4131-000	Health Insurance	1,865.00	932.50	932.64	-0.14
101-462-4133-000	Life Insurance	93.00	46.50	36.12	10.38
101-462-4134-000	Dental Insurance	135.00	67.50	67.44	0.06
101-462-4151-000	Workers Compensation	237.00	118.50	153.00	-34.50
101-462-4200-000	Office Supplies-Solid Waste	1,100.00	550.00	216.45	333.55
101-462-4330-000	TravelTuition-Solid Waste	220.00	110.00	150.30	-40.30
101-462-4340-000	Advertising-Solid Waste	7,000.00	3,500.00	2,201.82	1,298.18
101-462-4410-000	Contracted Services-So. Waste	22,700.00	11,350.00	6,145.65	5,204.35
<b>462</b>	<b>Solid Waste</b>	<b>78,523.00</b>	<b>39,261.50</b>	<b>23,055.51</b>	<b>16,205.99</b>
<b>463</b>	<b>Forestry</b>				
101-463-4101-000	Salaries - Forestry	28,953.00	14,476.50	13,372.96	1,103.54
101-463-4121-000	PERA	2,171.00	1,085.50	1,075.23	10.27
101-463-4122-000	FICA	2,215.00	1,107.50	1,047.75	59.75
101-463-4131-000	Health Insurance	2,798.00	1,399.00	1,398.96	0.04
101-463-4133-000	Life Insurance	126.00	63.00	54.18	8.82
101-463-4134-000	Dental Insurance	202.00	101.00	101.10	-0.10
101-463-4151-000	Workers Compensation	1,310.00	655.00	855.00	-200.00
101-463-4211-000	Maintenance Supplies-Forestry	3,000.00	1,500.00	513.00	987.00
101-463-4240-000	Small ToolsEquip-Forestry	250.00	125.00	0.00	125.00
101-463-4370-000	Uniforms-Forestry	380.00	190.00	373.02	-183.02
101-463-4410-000	Contracted Services-Forestry	30,000.00	15,000.00	975.00	14,025.00
<b>463</b>	<b>Forestry</b>	<b>71,405.00</b>	<b>35,702.50</b>	<b>19,766.20</b>	<b>15,936.30</b>
<b>499</b>	<b>Other</b>				
101-499-4905-000	Contingency	75,000.00	37,500.00	0.00	37,500.00
101-499-4910-000	Operating Transfers	926,113.00	463,056.50	926,113.00	-463,056.50
<b>499</b>	<b>Other</b>	<b>1,001,113.00</b>	<b>500,556.50</b>	<b>926,113.00</b>	<b>-425,556.50</b>
101	General Fund	11,519,400.00	5,759,700.00	5,322,748.17	436,951.83

# General Ledger

## Budget to Actual

User: hannah.lynch  
 Printed: 8/9/2021 12:22:47 PM  
 Period 01 - 06  
 Fiscal Year 2021



Account Number	Description	Budget	YTD Budget	End Bal	One Year Prior Actual
<b>601</b>	<b>Water Operating</b>				
601-000-3248-000	Water Hook Up Charge	-36,500.00	-18,250.00	-41,750.00	-15,750.00
601-000-3372-000	Other Grants	0.00	0.00	0.00	0.00
601-000-3406-000	Water Meter Sales	-50,000.00	-25,000.00	-77,916.65	-25,727.39
601-000-3407-000	Irrigation Controller Sales	0.00	0.00	-4,750.00	0.00
601-000-3620-000	Interest On Investments	-50,000.00	-25,000.00	6,677.36	0.00
601-000-3714-000	Miscellaneous Revenue	-2,500.00	-1,250.00	-1,085.00	-106.00
601-000-3855-000	Water Sales	-1,080,000.00	-540,000.00	-342,169.41	-367,391.16
601-000-3858-000	Penalty	-22,000.00	-11,000.00	-7,796.03	-3,760.28
601-000-3910-000	Sale of Fixed Assets	0.00	0.00	-13,750.00	0.00
<b>601</b>	<b>Water Operating</b>	<b>-1,241,000.00</b>	<b>-620,500.00</b>	<b>-482,539.73</b>	<b>-412,734.83</b>
<b>602</b>	<b>Sewer Operating</b>				
602-000-3249-000	Sewer Hook Up Charge	-29,000.00	-14,500.00	-34,097.00	-12,610.00
602-000-3620-000	Interest On Investments	-80,000.00	-40,000.00	10,805.47	0.00
602-000-3730-000	Refunds & Reimbursements	0.00	0.00	-15,276.00	0.00
602-000-3856-000	Sewer Sales	-1,700,000.00	-850,000.00	-891,432.55	-866,941.10
602-000-3858-000	Penalty	-26,000.00	-13,000.00	-11,561.52	-5,506.90
602-000-3910-000	Sale of Fixed Assets	0.00	0.00	-13,750.00	0.00
<b>602</b>	<b>Sewer Operating</b>	<b>-1,835,000.00</b>	<b>-917,500.00</b>	<b>-955,311.60</b>	<b>-885,058.00</b>



# General Ledger

## Budget to Actual

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 Period 01 - 06  
 Fiscal Year 2021



Account Number	Description	Budget	YTD Budget	End Bal	One Year Prior Actual
601	Water Operating				
	<b>Personal Services</b>				
601-494-4101-000	Salaries - Water	221,373.00	110,686.50	103,110.67	101,451.98
601-494-4102-000	Overtime - Water	7,000.00	3,500.00	3,541.81	3,822.16
601-494-4105-000	On CallPager	4,996.00	2,498.00	-201.22	-132.69
601-494-4106-000	Temporaries - Water	9,240.00	4,620.00	1,951.37	1,022.25
601-494-4121-000	PERA	17,503.00	8,751.50	8,668.59	7,892.55
601-494-4122-000	FICA	18,560.00	9,280.00	7,839.21	7,595.64
601-494-4123-000	Def Comp Employer Contribution	294.00	147.00	0.00	132.15
601-494-4131-000	Health Insurance	25,528.00	12,764.00	11,818.08	13,196.68
601-494-4133-000	Life Insurance	1,027.00	513.50	412.38	370.51
601-494-4134-000	Dental Insurance	1,753.00	876.50	856.14	822.52
601-494-4151-000	Workers Compensation	5,463.00	2,731.50	3,436.00	3,412.00
	<b>Personal Services</b>	<b>312,737.00</b>	<b>156,368.50</b>	<b>141,433.03</b>	<b>139,585.75</b>
	<b>Supplies</b>				
601-494-4200-000	Office Supplies-Water	2,500.00	1,250.00	335.16	2,645.59
601-494-4211-000	Maintenance Supplies-Water	45,000.00	22,500.00	11,624.02	14,301.01
601-494-4212-000	Vehicle Fuel	10,000.00	5,000.00	0.00	0.00
601-494-4215-000	Water Meters	80,000.00	40,000.00	52,453.22	34,472.18
601-494-4216-000	Irrigation Controllers	20,000.00	10,000.00	18,999.00	0.00
601-494-4222-000	Chemicals	80,000.00	40,000.00	23,674.86	32,320.38
601-494-4240-000	Small ToolsEquip-Water	2,500.00	1,250.00	920.33	765.32
	<b>Supplies</b>	<b>240,000.00</b>	<b>120,000.00</b>	<b>108,006.59</b>	<b>84,504.48</b>
	<b>Services &amp; Charges</b>				
601-494-4300-000	Professional Services-Water	125,000.00	62,500.00	36,253.90	39,793.33
601-494-4304-000	Municipal Engineer	25,000.00	12,500.00	9,243.00	22,506.00
601-494-4310-000	Other Consultant-Water	11,347.00	5,673.50	6,245.67	5,922.67
601-494-4321-000	Telephone-Water	5,000.00	2,500.00	1,851.02	1,836.57
601-494-4322-000	Postage-Water	5,500.00	2,750.00	2,420.48	2,274.85
601-494-4330-000	TravelTuition-Water	3,000.00	1,500.00	1,296.99	0.00
601-494-4340-000	Advertising-Water	3,500.00	1,750.00	0.00	506.08
601-494-4360-000	Insurance	10,374.00	5,187.00	6,289.00	5,370.00
601-494-4363-000	Auto Insurance	700.00	350.00	627.00	469.00
601-494-4370-000	Uniforms-Water	760.00	380.00	320.75	158.13
601-494-4381-000	Electricity-Water	90,000.00	45,000.00	27,182.17	26,480.08
601-494-4382-000	Utilities	15,000.00	7,500.00	1,862.20	1,519.60
601-494-4383-000	Heat-Water	5,000.00	2,500.00	1,368.06	1,824.47
	<b>Services &amp; Charges</b>	<b>300,181.00</b>	<b>150,090.50</b>	<b>94,960.24</b>	<b>108,660.78</b>
	<b>Contractual Services</b>				
601-494-4410-000	Contracted Services-Water	10,000.00	5,000.00	5,403.82	5,374.73
601-494-4410-129	Contr Services-Phesant Hills	0.00	0.00	0.00	-10,444.13
601-494-4452-000	SubscriptionsDues-Water	1,000.00	500.00	823.00	580.00
601-494-4510-000	Purchased Assets Dep	605,000.00	302,500.00	0.00	0.00
	<b>Contractual Services</b>	<b>616,000.00</b>	<b>308,000.00</b>	<b>6,226.82</b>	<b>-4,489.40</b>
	<b>Capital Outlay</b>				
601-494-5000-000	Capital Outlay	55,000.00	27,500.00	67,272.76	135,966.14
	<b>Capital Outlay</b>	<b>55,000.00</b>	<b>27,500.00</b>	<b>67,272.76</b>	<b>135,966.14</b>
601	Water Operating	1,523,918.00	761,959.00	417,899.44	464,227.75
602	Sewer Operating				
	<b>Personal Services</b>				
602-495-4101-000	Salaries - Sewer	221,373.00	110,686.50	103,110.38	101,450.99

Account Number	Description	Budget	YTD Budget	End Bal	One Year Prior Actual
602-495-4102-000	Overtime - Sewer	7,000.00	3,500.00	3,541.69	3,822.11
602-495-4105-000	On CallPager	4,996.00	2,498.00	-201.22	-132.69
602-495-4106-000	Temporaries - Sewer	9,240.00	4,620.00	1,951.37	1,022.25
602-495-4121-000	PERA	17,503.00	8,751.50	8,668.54	7,892.39
602-495-4122-000	FICA	18,560.00	9,280.00	7,839.52	7,595.29
602-495-4123-000	Def Comp Employer Contribution	294.00	147.00	0.00	132.15
602-495-4131-000	Health Insurance	25,528.00	12,764.00	11,818.44	13,196.98
602-495-4133-000	Life Insurance	1,027.00	513.50	412.70	370.90
602-495-4134-000	Dental Insurance	1,753.00	876.50	856.14	822.52
602-495-4151-000	Workers Compensation	12,334.00	6,167.00	7,757.00	7,690.00
	<b>Personal Services</b>	<b>319,608.00</b>	<b>159,804.00</b>	<b>145,754.56</b>	<b>143,862.89</b>
	<b>Supplies</b>				
602-495-4200-000	Office Supplies-Sewer	5,809.00	2,904.50	335.16	2,522.52
602-495-4211-000	Maintenance Supplies-Sewer	59,769.00	29,884.50	499.78	13,567.13
602-495-4212-000	Vehicle Fuel	10,000.00	5,000.00	0.00	0.00
602-495-4240-000	Small ToolsEquip-Sewer	4,521.00	2,260.50	784.18	625.08
	<b>Supplies</b>	<b>80,099.00</b>	<b>40,049.50</b>	<b>1,619.12</b>	<b>16,714.73</b>
	<b>Services &amp; Charges</b>				
602-495-4300-000	Professional Services-Sewer	105,000.00	52,500.00	39,525.78	57,896.76
602-495-4304-000	Municipal Engineer	25,000.00	12,500.00	10,439.75	10,257.25
602-495-4310-000	Other Consultant-Sewer	11,347.00	5,673.50	6,245.67	5,922.67
602-495-4321-000	Telephone-Sewer	1,500.00	750.00	512.06	585.11
602-495-4322-000	Postage-Sewer	5,000.00	2,500.00	2,157.92	2,257.42
602-495-4330-000	TravelTuition-Sewer	3,000.00	1,500.00	682.00	0.00
602-495-4340-000	Advertising-Sewer	500.00	250.00	0.00	0.00
602-495-4360-000	Insurance	18,896.00	9,448.00	11,971.00	9,516.00
602-495-4363-000	Auto Insurance	700.00	350.00	627.00	469.00
602-495-4370-000	Uniforms-Sewer	760.00	380.00	320.72	158.09
602-495-4381-000	Electricity-Sewer	30,000.00	15,000.00	13,598.15	13,455.83
602-495-4382-000	Utilities	15,000.00	7,500.00	3,675.36	3,499.54
602-495-4383-000	Heat-Sewer	1,800.00	900.00	598.94	591.06
	<b>Services &amp; Charges</b>	<b>218,503.00</b>	<b>109,251.50</b>	<b>90,354.35</b>	<b>104,608.73</b>
	<b>Contractual Services</b>				
602-495-4405-000	MCES Sewer Charges	988,488.00	494,244.00	576,618.14	603,977.92
602-495-4410-000	Contracted Services-Sewer	9,000.00	4,500.00	4,684.49	3,754.54
602-495-4452-000	SubscriptionsDues-Sewer	1,000.00	500.00	79.37	295.00
602-495-4510-000	Purchased Assets Dep	500,000.00	250,000.00	0.00	0.00
	<b>Contractual Services</b>	<b>1,498,488.00</b>	<b>749,244.00</b>	<b>581,382.00</b>	<b>608,027.46</b>
	<b>Capital Outlay</b>				
602-495-5000-000	Capital Outlay	111,000.00	55,500.00	47,430.12	100,162.27
	<b>Capital Outlay</b>	<b>111,000.00</b>	<b>55,500.00</b>	<b>47,430.12</b>	<b>100,162.27</b>
602	Sewer Operating	2,227,698.00	1,113,849.00	866,540.15	973,376.08

**CITY COUNCIL  
AGENDA ITEM 1E**

STAFF ORIGINATOR: Katie Larsen, City Planner

MEETING DATE: August 23, 2021

TOPIC: Consider Resolution No. 21-86 Approving an Extension to Start Construction of Distinctive Elements Tile and Design, LLC

VOTE REQUIRED: 3/5

**INTRODUCTION**

The applicant, Patrick Bland, is requesting an additional 12 month extension to start construction of Distinctive Elements Tile and Design, LLC.

**BACKGROUND**

On April 18, 2018, the City Council passed Resolution No. 18-36 approving a conditional use permit for a Contractor Shop and Office for Distinctive Elements Tile and Design, LLC. The commercial building is a 3,024-sq. ft. tile storage area and workshop located on Apollo Drive.

Per Section 1007.016(2), Conditional Use Permits:

- (k) If construction has not begun within one (1) year after the date of the conditional use permit, or if substantial construction has not taken place within three (3) years after the date of issuance of the conditional use permit, the permit is void. A conditional use specified in the permit expires if, for any reason, the authorized use ceases for more than one (1) year.

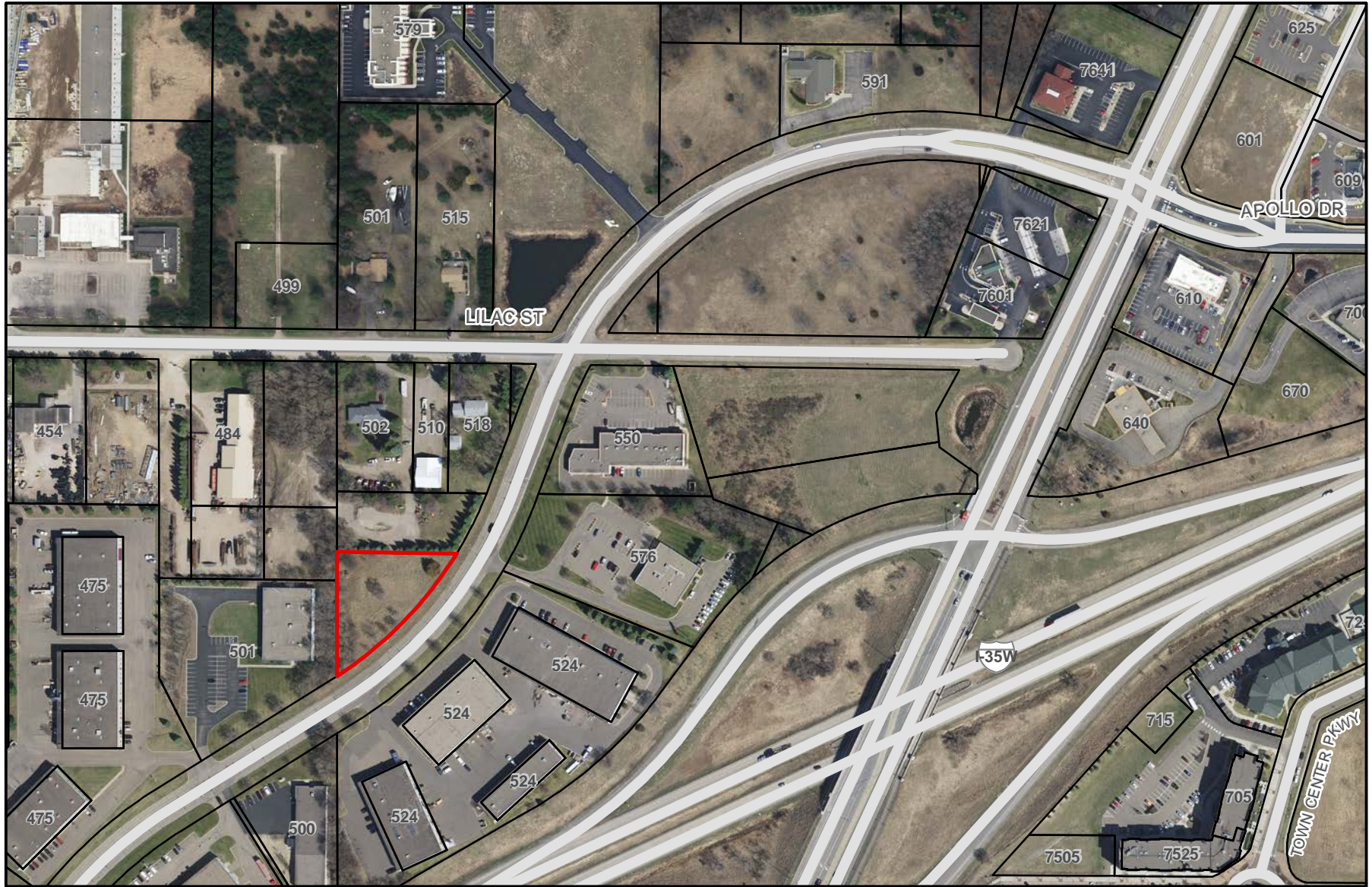
The applicant was required to start construction of the building by April 2019; however, due to family and financial issues, construction was delayed. On May 28, 2019, the City Council passed Resolution No. 19-61 granting a 12 month extension to start construction of the building by April 2020. Due to the COVID-19 pandemic and financial issues, construction has once again been delayed. The applicant is requesting an additional 12 month extension to August 31, 2022 to start construction.

**RECOMMENDATION**

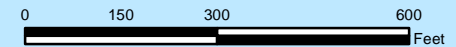
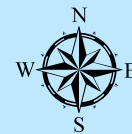
Staff recommends approval of Resolution No. 21-86 granting an additional 12 month extension to start construction of Distinctive Elements Tile and Design, LLC.

**ATTACHMENTS**

1. Site Location and Aerial Map
2. Resolution No. 21-86



# Aerial Map Distinctive Elements Tile & Design



**CITY OF LINO LAKES  
RESOLUTION NO. 21-86**

**RESOLUTION APPROVING AN EXTENSION TO START CONSTRUCTION OF  
DISTINCTIVE ELEMENTS TILE AND DESIGN, LLC**

**WHEREAS**, on April 18, 2018, the City Council passed Resolution No. 18-36 approving a conditional use permit for a Contractor Shop and Office for Distinctive Elements Tile and Design, LLC; and

**WHEREAS**, the property is legally described as Lot 1, Block 2, Apollo Business Park No. 2; and

**WHEREAS**, Section 1007.016(2)(k) states if construction has not begun within one (1) year after the date of the conditional use permit, or if substantial construction has not taken place within three (3) years after the date of issuance of the conditional use permit, the permit is void; and

**WHEREAS**, on May 28, 2019, the City Council passed Resolution No. 19-61 granting a 12 month extension to start construction of the building by April 2020; and

**WHEREAS**, the applicant was required to start construction of the building by April 2020; however, due to the COVID-19 pandemic and financial issues, construction has been delayed; and

**WHEREAS**, the applicant is requesting an additional 12 month extension to start construction.

**NOW, THEREFORE BE IT RESOLVED** The City Council of The City of Lino Lakes approves an extension to start construction of Distinctive Elements Tile and Design, LLC by August 31, 2022.

Adopted by the Council of the City of Lino Lakes this 23<sup>rd</sup> 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 COUNCIL  
AGENDA ITEM 1F**

STAFF ORIGINATOR: Katie Larsen, City Planner

MEETING DATE: August 23, 2021

TOPIC: Consider Resolution No. 21-88 Extending the Recording Date for the PUD Final Plan/Final Plat of Natures Refuge

VOTE REQUIRED: 3/5

**INTRODUCTION**

The developer, Preferred Builders, Inc., is requesting an additional 90 day extension for recording the PUD Final Plan/Final Plat of Natures Refuge.

**BACKGROUND**

On September 14, 2020, the City Council passed Resolution No. 20-81 approving the PUD Final Plan/Final Plat for Natures Refuge. Per Subdivision Ordinance Section 1001.059(3), the developer shall record the plat within 90 days after the date of approval, otherwise the approval of the final plat shall be considered void, unless the developer requests and receives an extension from the City Council. On December 14, 2020, the City Council passed Resolution No. 20-161 extending the recording date to March 13, 2021. On March 22, 2021, Council approved Resolution No. 21-24 extending the recording date another 90 days to June 11, 2021. On June 14, 2021, the City Council passed Resolution No. 21-54 extending the recording date another 90 days to September 12, 2021.

Staff recently met with the developer and potential new partner/developer. They are asking for another 90 day extension to finalize their purchase agreement and record the final plat.

An additional 90 day extension would make the new recording deadline December 11, 2021.

**RECOMMENDATION**

Staff recommends approval of Resolution No. 21-88 granting an additional 90 day extension to December 11, 2021 for recording the final plat and related documents for Natures Refuge.

**ATTACHMENTS**

1. Resolution No. 21-88

**CITY OF LINO LAKES  
RESOLUTION NO. 21-88**

**RESOLUTION EXTENDING THE RECORDING DATE FOR THE  
PUD FINAL PLAN/FINAL PLAT OF NATURES REFUGE**

**WHEREAS**, review and approvals of plats are governed by Minnesota Statutes and City of Lino Lakes ordinances; and

**WHEREAS**, the PUD Final Plan/Final Plat for Natures Refuge was approved by the City Council on September 14, 2020 with Resolution No. 20-81; and

**WHEREAS**, the City's Subdivision Ordinance Section 1001.059(3) states the developer shall record the plat within 90 days after the date of approval, otherwise the approval of the final plat shall be considered void, unless the developer requests and receives an extension from the City Council; and

**WHEREAS**, on December 14, 2020, the City Council passed Resolution No. 20-161 extending the original recording date for the final plat of Natures Refuge to March 13, 2021; and

**WHEREAS**, on March 22, 2021, the City Council passed Resolution No. 21-24 extending the recording date again to June 11, 2021; and

**WHEREAS**, on June 14, 2021, the City Council passed Resolution No. 21-54 extending the recording date again to September 12, 2021; and

**WHEREAS**, the developer, Preferred Builders, Inc. has requested another 90 day extension to record the PUD Final Plan/Final Plat.

**NOW, THEREFORE BE IT RESOLVED** by The City Council of The City of Lino Lakes that the recording date deadline for the PUD Final Plan/Final Plat and related documents for Natures Refuge has been extended to December 11, 2021.

Adopted by the Council of the City of Lino Lakes this 23<sup>rd</sup> 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 COUNCIL  
AGENDA ITEM 3A**

STAFF ORIGINATOR: Rick DeGardner, Public Services Director

MEETING DATE: August 23, 2021

TOPIC: Consider Resolution No. 21-85, Accepting ISG Consulting Services Proposal

VOTE REQUIRED: 3/5

**INTRODUCTION**

Staff is requesting City Council consideration to accept the Isaac Sports Group (ISG) Consulting Services Proposal for the Recreation and Community Center.

**BACKGROUND**

The City Council accepted The Recreation and Community Center Feasibility Study, prepared by ISG, during the June 28, 2021 City Council meeting.

Following completion of the Feasibility Study, ISG and City staff have discussed additional services that ISG may be able to provide to the City to assist in development of the hybrid-management model for the Recreation and Community Center and expedite the smooth and fully operational re-opening of the Rec Center.

ISG has prepared the following Scope of Services Options based on discussions with City staff, ISG's understanding of the Rec Center project and opportunities, and an understanding of successful best practices in comparable facilities.

- |                                                  |         |
|--------------------------------------------------|---------|
| • Development of Aquatic Programming Partnership | \$7,500 |
| • Development of Fitness Partnership             | \$5,000 |
| • Management Support and Development             | \$7,500 |

If the City chooses to engage ISG in all of these areas there will be several efficiencies and overlap, resulting in a reduced overall fee. If all services are engaged the total amount would be discounted by \$4,000.

**RECOMMENDATION**

Staff recommends entering into an agreement with Isaac Sports Group for the services listed above for an amount not to exceed \$16,000.

**ATTACHMENTS**

1. Resolution 21-85
2. Consulting Scope of Services Proposal (Dated August 10, 2021)



**CITY OF LINO LAKES  
RESOLUTION NO. 21-85**

**ACCEPTING ISG CONSULTING SERVICES PROPOSAL**

**WHEREAS**, the City Council accepted The Recreation and Community Center Feasibility Study, prepared by the Isaac Sports Group (ISG), during the June 28, 2021 City Council meeting; and

**WHEREAS**, ISG has prepared the following Scope of Services Options based on discussions with City staff, ISG's understanding of the Rec Center project and opportunities, and an understanding of successful best practices in comparable facilities.

- |                                                  |         |
|--------------------------------------------------|---------|
| • Development of Aquatic Programming Partnership | \$7,500 |
| • Development of Fitness Partnership             | \$5,000 |
| • Management Support and Development             | \$7,500 |

If the City chooses to engage ISG in all of these areas there will be several efficiencies and overlap, resulting in a reduced overall fee. If all services are engaged the total amount would be discounted by \$4,000.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Lino Lakes that staff is authorized to enter into an agreement with Isaac Sports Group for the services listed above for an amount not to exceed \$16,000.

Adopted by the City Council of the City of Lino Lakes this 23<sup>rd</sup> day of August, 2021.

The motion for the adoption of the foregoing resolution was introduced by Councilmember \_\_\_\_\_ and was duly seconded by Councilmember \_\_\_\_\_ 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



**RECREATION AND COMMUNITY CENTER  
Partner Development and Management Support**

**Consulting Scope of Services Proposal**

**Submitted by  
Isaac Sports Group, LLC**

**August 10, 2021**



## INTRODUCTION

Following completion of the Isaac Sports Group's ("ISG") Feasibility Study of the potential re-opening of the former YMCA as a Lino Lakes Recreation and Community Center ISG and City of Lino Lakes (the "City") management have discussed additional services that ISG may be able to provide to the City to assist in development the programming and management model for the Recreation and Community Center (the "Rec Center") and expedite the smooth and fully operational re-opening of the Rec Center.

ISG has prepared the following Scope of Services Options based on these discussions with City management, ISG's understanding of the Rec Center project and opportunities, and an understanding of successful best practices in comparable facilities. ISG has broken these services into several categories, understanding that the City may choose to engage ISG in some but not all of these Services or combine them into some combination to best meet the City's needs. ISG also understands that some of the value built into these Services is making ISG staff available to help City address the many anticipated and unanticipated questions and challenges that will arise leading up to opening and during the first several months of operation.

## SCOPE OF SERVICES

### **Development of Aquatic Programming Partnership with Centennial School District Community Education and Aquatic User Groups**

ISG will work with City Management and Centennial Community Education to Develop an aquatic partnership focusing on the Learn to Swim Program and other related aquatic specialty programs.

- Initial discussions with stakeholders
  - Mutual goals, opportunities, and mission alignment
- Develop Programming Model
  - Learn to Swim program
    - Classes, fees, etc.
  - Other specialty aquatic programs that are best done in partnership such as Lifeguard training and certification and perhaps other specialty aquatic classes as well as aquatic fitness programs (may be partly in conjunction with Fitness Partner)
- Develop Partnership Model
  - Financial considerations
    - Operating costs
    - Revenue and cost sharing
  - Operational model
    - Program management and responsibilities
    - Staffing considerations
      - Training
      - Recruitment and retention
    - Marketing

- Registration
  - Accounting
- Assist in the execution, roll-out, and first three months of program operation
- Develop partnership development and roll-out timeline
  - Identify key milestone dates based on potential program start up dates
  - Work back schedule based on these key milestone dates
- Scope of Services Timeline
  - ISG can begin this portion of the Scope of Services immediately
  - Scope of Services to extend through the first three months of Rec Center and Aquatic Program operation

ISG will also work with City and potential outside pool user groups, especially Great Wolf Swim Team, to develop a rental schedule and agreement for use of the Rec Center aquatic facilities.

Financial Considerations of this portion of the Scope of Services

- Consulting Fee                                 \$7,500 plus expenses

**Development of Fitness Partnership with Outside Fitness Program Provider**

ISG understands that City management has already had preliminary discussions with potential outside providers of fitness programs for the Recreation Center. The development of a fitness partner may be more straight forward and likely will not need as much support from ISG as the Aquatic Program Partnership in putting this partnership together. ISG can provide support as needed in developing and executing this partnership, with a scaled down version of the Services involved in the Aquatic Partnership Services. Services can include the following:

- Build upon initial discussions with potential fitness program providers and City Management
  - Mutual goals, opportunities, and mission alignment
- Develop Partnership Program Model
  - Class and fee structure
  - Range of programs offered through potential fitness provider
  - Personal Training
  - Any potential link to Aquatic Fitness Programs
- Develop Partnership Model
  - Financial considerations
    - Lease arrangement
    - Move-in and set-up
    - Operating costs
    - Revenue and cost sharing
  - Operational model
    - Program management and responsibilities
    - Staffing considerations
      - Training
      - Recruitment and retention
    - Marketing
    - Registration

- Accounting
- Assist in the execution, roll-out, and first three months of program operation
- Develop partnership development and roll-out timeline
  - Identify key milestone dates based on potential program start up dates
  - Work back schedule based on these key milestone dates
- Scope of Services Timeline
  - ISG can begin this portion of the Scope of Services immediately
  - Scope of Services to extend through the first three months of Rec Center and Fitness Program operation

Financial Considerations of this portion of the Scope of Services

- Consulting Fee                               \$5,000 plus expenses

**Management Support and Lead Up to Re-opening of Recreation and Community Center**

ISG will work with City Management, Partners, and stakeholders to support the preparation and execution of re-opening the Rec Center. This support can include the following Services as needed.

- Rec Center Facility Director
  - Work with City Management to develop a job description for the Facility Director and any other key Rec Center management positions as needed
  - Work with City to identify and recruit potential candidates and if need assist in the selection process
  - Explore and identify potential options and plan for an interim director to assist in expediting opening while conducting search for permanent Facility Director
  - ISG can also provide any consulting, advice, or training as needed in support of the Facility Director and key management and program staff prior to opening and through the first three months of operation of the Rec Center.
- Assist City and Rec Center Partners in lead up and execution of re-opening and the first three months of operation in key areas as needed
  - Logistics
  - Services procurement
  - Equipment procurement
  - Marketing
  - Grand Opening planning
  - Other support or guidance as needed
- Assist City and Rec Center Partners in developing Rec Center Management and Operations Committees or Board
  - Rec Center Steering Committee (or Advisory Committee)
    - Make up of Steering committee
    - Role
      - High level issues affecting overall Rec Center Management and partnerships
    - Schedule
    - Responsibilities
  - Rec Center Operations Committee
    - Make up of Operations Committee



**CITY COUNCIL  
AGENDA ITEM 3B**

STAFF ORIGINATOR: Sarah Cotton, City Administrator

MEETING DATE: August 23, 2021

TOPIC: Consider Appointment of Human Resources and Communications Manager

VOTE REQUIRED: 3/5

**INTRODUCTION**

The Council is being asked to approve the appointment of Meg Sawyer to the position of Human Resources and Communications Manager.

**BACKGROUND**

At the April 26, 2021 City Council Work Session, staff received approval from the City Council to move forward with posting the new, full-time Communications Specialist position. At the April 5, 2021 City Council Work Session, the City Council reviewed the position description and the organizational structure for the communications function. The Communications Specialist will work under the direct supervision of the Human Resources and Communications Manager.

Staff has evaluated the Human Resources and Communications Manager position utilizing the Keystone Job Leveling system and has assigned a Job Grade of 210 to the position, an increase from a Job Grade of 200 for the Human Resources Manager position. This position will oversee the planning and implementation of internal and external communications for the City, develop and implement the City’s digital content strategy, and lead the effort to develop communication policies and procedures. The 2021 salary ranges for the Human Resources Manager and Human Resources and Communications Manager positions are as follows:

<b>Human Resources Manager - Job Grade 200</b>										
	Starting Rate	Step-1	Step-2	Step-3	Step-4	Step-5	Step-6	Step-7	Step-8	Step-9
Hourly	\$ 40.08	\$ 41.09	\$ 42.12	\$ 43.18	\$ 44.26	\$ 45.37	\$ 46.51	\$ 47.68	\$ 48.87	\$ 50.10
Annual	\$ 83,371	\$ 85,463	\$ 87,608	\$ 89,807	\$ 92,061	\$ 94,372	\$ 96,741	\$ 99,169	\$ 101,658	\$ 104,213

<b>Human Resources and Communications Manager - Job Grade 210</b>										
	Starting Rate	Step-1	Step-2	Step-3	Step-4	Step-5	Step-6	Step-7	Step-8	Step-9
Hourly	\$ 42.62	\$ 43.69	\$ 44.78	\$ 45.91	\$ 47.06	\$ 48.24	\$ 49.45	\$ 50.69	\$ 51.97	\$ 53.27
Annual	\$ 88,645	\$ 90,870	\$ 93,151	\$ 95,489	\$ 97,886	\$ 100,343	\$ 102,861	\$ 105,443	\$ 108,090	\$ 110,806

The 2022 Proposed Budget includes funding for the promotion of the Human Resources Manager to the Human Resources and Communications Manager.

The hourly rate of pay would be \$47.06, which is Step-4 of the current wage schedule.

Staff is looking for official action from the City Council on the appointment of Meg Sawyer to the Human Resources and Communications Manager position. Sawyer would start in the position effective September 1, 2021, the same date the Communications Specialist will start with the City.

**RECOMMENDATION**

Approve the appointment of Meg Sawyer to the Human Resources and Communications Manager position.



**CITY COUNCIL  
AGENDA ITEM 6A**

STAFF ORIGINATOR: Michael Grochala  
MEETING DATE: August 23, 2021  
TOPIC: Consider 2<sup>nd</sup> Reading of Ordinance No. 07-21,  
Establishing a Storm Water Utility  
VOTE REQUIRED: 3/5

**INTRODUCTION**

Staff is requesting City Council consideration to establish a storm water utility.

**BACKGROUND**

The City of Lino Lakes owns and operates a Storm Water Management System comprised of pipes, ditches, ponds, catch basins, manholes and other structural and non-structural Best Management Practices (BMP's). The purpose of this system is to safely and efficiently convey and treat storm water runoff that results from the creation of impervious surfaces.

The City Council has been reviewing the potential of adopting a storm water utility with revenues dedicated solely to funding storm water related activities. The City Council authorized preparation of a storm water utility feasibility study in January of 2021. The report was presented to the City Council on July 6, 2021.

On August 9, 2021, the City Council held a public hearing and following discussion approved the 1<sup>st</sup> Reading of Ordinance No. 07-21 adopting the Storm Water Utility.

Once approved, staff will start the implementation process to begin operation of the utility by January 1, 2022.

**RECOMMENDATION**

Adopt 2<sup>nd</sup> Reading of Ordinance No. 07-21

**ATTACHMENTS**

1. Ordinance No. 07-21

1 <sup>st</sup> Reading: August 9, 2021	Publication:
2 <sup>nd</sup> Reading: August 23, 2021	Effective:

Council Member \_\_\_\_\_ moved for adoption of the following ordinance:

**CITY OF LINO LAKES  
ORDINANCE NO. 07- 21**

**AN ORDINANCE ESTABLISHING A STORMWATER UTILITY  
IN THE CITY OF LINO LAKES  
AND AMENDING ORDINANCE NO. 07-20 (THE 2021 FEE SCHEDULE) TO  
INCLUDE STORM WATER UTILITY FEE RATES**

The City Council of Lino Lakes ordains:

Section 1. Chapter 404 of the City Code is hereby established as follows:

**§ 404.01 FINDINGS**

The City Council of the City of Lino Lakes recognizes that the control and regulation of storm water drainage is necessary to protect the environment and the public health safety and welfare. The Council hereby finds that:

- (1) In the exercise of its governmental authority the City has constructed, operated, and maintained a storm water system; and
- (2) It is necessary and desirable to provide a method of recovering the future costs of improving, maintaining, and operating the system by establishing a program of user charges; and
- (3) In imposing charges, it is necessary to establish a methodology that undertakes to make them just and equitable to assign responsibility for some or all of the future costs of operating, maintaining, and improving the system on the basis of the expected storm water runoff from the various parcels of land with the City; and
- (4) Assigning costs and making charges based upon impervious coverage can only be accomplished within reasonable and practical limits. The provisions of this section establishes a reasonable and practical methodology from making such charges

**§ 404.02 GENERAL OPERATION**

- (1) The City of Lino Lakes storm water system shall be operated as a public utility (hereinafter called the “Storm Water Utility” or “Utility”), pursuant to Minnesota Statute Section 444.075,

from which revenues will be derived subject to the provisions of this Chapter and Minnesota Statutes.

(2) The storm water system consists of lift stations, catch basins and manholes, collection piping, forcemain, storage tanks and ponds, structural and non-structural BMP's (Best Management Practices), and associated appurtenances located within public right-of-way and/or dedicated easements.

(3) The Storm Water Utility shall fund the operation, maintenance, repair, and replacement of the storm water system.

(4) The Storm Water Utility shall not be used to fund expansion of the system to accommodate new development.

(5) The city shall, as part of its annual budget process, adopt an operating budget for the Storm Water Utility for the next fiscal year. The operating budget shall be prepared in conformance with the state budget law, city policy, and generally accepted accounting practices.

#### **§ 404.03 DEFINITIONS**

*Best Management Practice (BMP).* A storm water practice used to provide water quality treatment or manage storm water runoff. Examples include storm ponds, infiltration basins, rain gardens, etc.

*Impervious Surface.* A compacted surface or a surface covered with material (i.e., gravel, asphalt, concrete, Class 5, etc.) that increases the depth of runoff compared to natural soils and land cover. Including but not limited to roads, driveways, parking areas, sidewalks and trails, patios, tennis courts, basketball courts, swimming pools, building roofs, covered decks, and other structures

*Storm Water Utility Fee.* The charge developed for each parcel of land pursuant to this chapter, charged quarterly.

*Annual Utility Revenue.* The revenue amount equal to the estimated annual expenditures for planning and inventories, capital expenditures, personnel and equipment and operation of the storm water utility, in accordance with established City of Lino Lakes policy.

#### **§ 404.04 STORM WATER UTILITY FEES**

(1) Storm Water Utility Fees shall be established for a period of time as set by City Council Ordinance. The City Administrator shall annually review rates and make recommendations to the Council for adjustments in the rates and other charges. Such recommendations to the council regarding rate adjustment shall be based upon annual report of the operations of the utility, including an account of all monies or revenue received and disbursed, together with a working budget estimate of the needs of the utility.

(2) Determination. The storm water utility fee shall be determined based on the total impervious surface coverage throughout the City. Exempt land uses shall be excluded from the computations. The proportion of residential and non-residential impervious coverages shall be

calculated. The total residential fee and non residential fee is determined using the respective impervious proportion and the Annual Utility Revenue.

(3) Residential Fee. The residential fee is charged per parcel to those parcels with Single Family Residential, Multi-Family Residential, and Rural Residential land uses. This includes single family, duplexes, and townhomes. This does not include Multi-family buildings consisting of 3 or more units where one or more of the units does not have primary ground floor access to the outside.

(4) Non-Residential Fee. The non-residential fee is charged per acre of impervious surface to those parcels with Airport, Commercial, Government Facilities, House of Worship, Industrial, Schools, and Utility land uses. Multi-family buildings consisting of three or more units where one or more of the units does not have primary ground floor access to the outside. are included in this grouping.

#### **§ 404.05 CREDITS**

The Council may adopt policies, by resolution, for adjustment of the Storm Water Utility Fees. Information to justify a credit adjustment must be supplied by the property owner. Such adjustments of fees shall not be retroactive. Credits will be reviewed by City Staff.

#### **§ 404.06 EXEMPTIONS**

The following land uses are exempt from the storm water management fee:

- (1) Public Road Right-of-Way
- (2) Lakes
- (3) Wetlands
- (4) Permanent Open Space or land covered by a conservation easement
- (5) Agricultural properties with no residence
- (6) Cemeteries
- (7) Vacant Land
- (8) City and County Public Parkland
- (9) Other parcels, such as those owned by entities that are MS4 permittees, as determined on a case by case basis as determined by the City.

#### **§ 404.07 PAYMENT OF FEE**

Storm Water Utility Fees shall be billed quarterly. Properties that are not connected to City sanitary sewer and/or water system will be billed annually. The fee shall be due and payable under the same terms as water and sanitary sewer utility bills. Any prepayment or overpayment of charges shall be retained by the City of Lino Lakes and applied against subsequent fees.

#### **§ 404.08 APPEAL OF FEE**

If a property owner or person responsible for paying the Storm Water Utility fee believes that a particular assigned fee is incorrect, such a person may request that the fee be reviewed.

**§ 404.09 PENALTY FOR LATE PAYMENT**

Each billing for storm water utility fees not paid when due shall incur a penalty charge of ten percent (10 percent) per billing cycle of the amount past due.

**§ 404.10 CERTIFICATION OF PAST DUE FEES ON TAXES**

Each year the City Clerk shall prepare a list of delinquent Storm Water Utility Fee accounts for certification to the County Auditor. The list shall be in the form of an assessment roll and include the amount due, accrued penalties thereon and an administrative fee established by council resolution, together with the legal description of the premises served. The City Council shall annually review the delinquent water service charge assessment roll and adopt an appropriate resolution directing that the assessment roll be certified to the County Auditor as a lien against the premises served and directing that the County Auditor collect the assessment as part of the ensuing year’s tax levy.

Section 2. Amendment of Fee Schedule Approved

Pursuant to § 404.04 Ordinance No. 07-20 (The 2021 Fee Schedule) is hereby amended to include the following rates effective January 1, 2022:

<b>Storm Water Utility Fee Rates</b>	
<b>Land Use</b>	<b>Quarterly Base Rate</b>
Residential	\$12.00 per parcel
Non – Residential	\$175.00 per acre of impervious

Section 3. Effective Date

This ordinance shall be in force and effect from and after its passage and publication according to the Lino Lakes City Charter.

Adopted by the Lino Lakes City Council this \_\_\_ day of \_\_\_\_, 2021.

The motion for the adoption of the foregoing ordinance was duly seconded by Council Member \_\_\_\_\_ and upon a vote being taken thereon, the following voted in favor thereof:

The following voted against same:

Whereupon said ordinance was declared duly passed and adopted.

\_\_\_\_\_  
Rob Rafferty, Mayor

ATTEST:

\_\_\_\_\_  
Julianne Bartell, City Clerk

**CITY COUNCIL  
AGENDA ITEM 6B**

STAFF ORIGINATOR: Diane Hankee, PE City Engineer

C. C. MEETING DATE: August 23, 2021

TOPIC: Consider Resolution 21-87, Order Project, Approve the Plans and Specifications and Authorize the Ad for Bid, CRJ/CSAH 49 (Hodgson Road) Trunk Utility Improvements

VOTE REQUIRED: 3/5

**INTRODUCTION**

Staff is requesting Council approval to authorize the ad for bid for the CRJ/CSAH 49 (Hodgson Road) Trunk Utility Improvements.

**BACKGROUND**

On March 26, 2018, the City Council approved the preparation of the plans and specifications for the CRJ/CSAH 49 (Hodgson Road) Trunk Utility Improvements.

The proposed improvements include construction of a sanitary sewer lift station and watermain looping in the southwest corner of the City. The City's water system is in need of strengthening in that part of the City which is mitigated by the water system looping. The lift station is sized to serve approximately 50 acres both east and west of Hodgson Road. Watermain and a sanitary forcemain would be extended from Woodridge Lane to the western edge of the Lyngblomsten project. The Lyngblomsten project will extend these facilities to the north and east.

The project cost including contingencies and overhead is \$1.2 million. The project is funded through the trunk area and unit fund. Due to material delays and contractor labor shortages, construction costs are reported to be higher and the project cost estimates have been adjusted. Lift station materials can take up to a year to become available thus awarding a contract this fall will help address the delays.

The estimated schedule for the project:

Order Improvement, Authorize Plans and Specifications	March 26, 2018
Approve Plans and Specifications, Authorize Ad for Bids	August 23, 2021
City Opens Bids	September 22, 2021
City Council Awards Contract	September 27, 2021
Construction Begins	Fall, 2021
Final Completion	September, 2022

## **RECOMMENDATION**

Staff is recommending approval of Resolution No. 21-87, Order Project, Approve the Plans and Specifications and Authorize the Ad for Bid for the CRJ/CSAH 49 (Hodgson Road) Trunk Utility Improvements Project.

## **ATTACHMENTS**

1. Resolution No. 21-87
2. Construction Plans

**CITY OF LINO LAKES  
RESOLUTION NO. 21-87**

**RESOLUTION ORDER PROJECT, APPROVE PLANS AND SPECIFICATIONS, AND  
AUTHORIZE ADVERTISEMENT FOR BIDS FOR THE CRJ/CSAH 49 (HODGSON  
ROAD) TRUNK UTILITY IMPROVEMENTS**

**WHEREAS**, the City Engineer has prepared plans and specifications for the CRJ/CSAH 49 (Hodgson Road) Trunk Utility Improvements Project. Project plans and specifications have been presented to the City Council for approval;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Lino Lakes, Minnesota:

Orders the CRJ/CSAH 49 (Hodgson Road) Trunk Utility Improvements Project and approves the plans and specifications, a copy of which is on file at City Hall. The City Engineer is directed to advertise for bids, and provide bidding administration.

The City Clerk shall prepare and cause to be inserted in the official paper and in Finance and Commerce an advertisement for bids for the making of such improvement under such approved plans and specifications. The advertisement shall be published for two weeks, shall specify the work to be done, shall state that bids will be received by the Clerk, at which time they will be publicly and electronically opened at the City Hall by the City Clerk and Engineer, will then be tabulated, and will be considered by the Council at 6:30 p.m. on Monday September 27<sup>th</sup>, 2021, in the Council chambers of the City Hall. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council on the issue of responsibility. No bids will be considered unless sealed and filed with the Clerk and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the Clerk for five (5) percent of the amount of such bid.

Adopted by the Council of the City of Lino Lakes this 23<sup>rd</sup> 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:

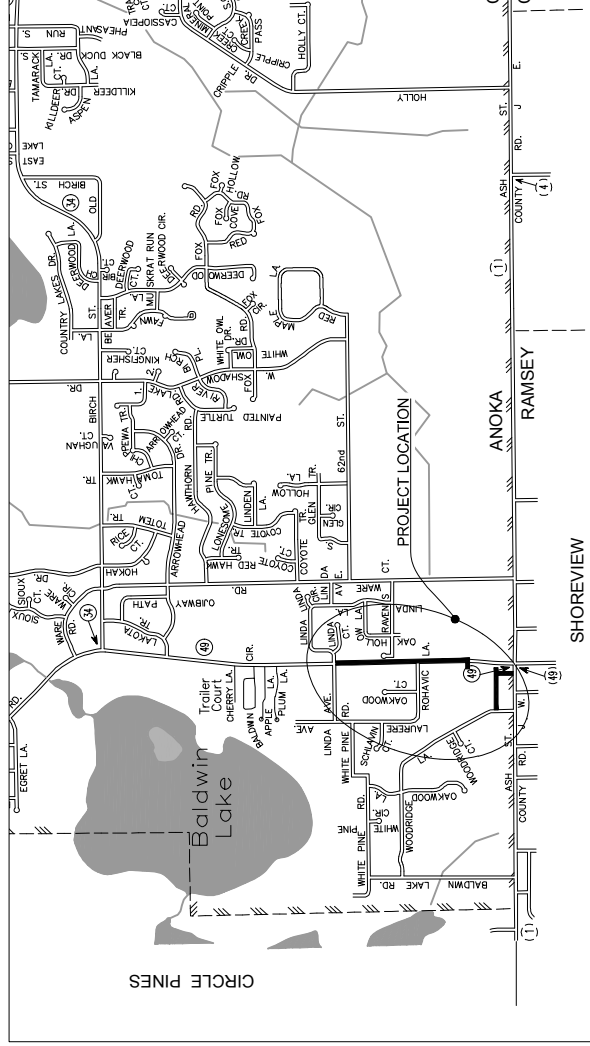
\_\_\_\_\_  
Julianne Bartell, City Clerk



# COUNTY ROAD 49 AND COUNTY ROAD J LIFT STATION, SANITARY SEWER AND WATERMAIN IMPROVEMENT PROJECT

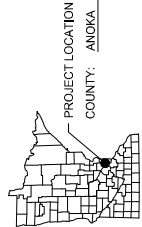
CITY OF LINO LAKES, MINNESOTA

CONSTRUCTION PLAN FOR LIFT STATION, SANITARY SEWER, AND WATERMAIN  
LOCATED ON EASEMENT FROM WOODRIDGE LANE TO LIFT STATION  
GATEWAY DRIVE (FUTURE) FROM LIFT STATION TO CRJ  
HODGSON ROAD FROM 1000' NORTH OF CRJ TO LINDA AVENUE



PROJECT LOCATION MAP

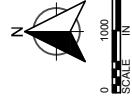
**EXCAVATION NOTICE SYSTEM**  
A CALL TO GOPHER STATE ONE (855)454-0022  
IS REQUIRED A MINIMUM OF 48 HOURS PRIOR  
TO PERFORMING ANY EXCAVATION.



SECT 1, TWP 31N, RNG 22W

UTILITY INFORMATION  
THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE  
GUIDELINES OF CHASCE 38-42, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."  
GOPHER ONE CALL TICKET NUMBER: 1815555629, 1815555630, 1815555631, 201640793, 201640794  
UTILITY COORDINATION MEETING HELD ON: 05-24-2020

PLAN REVISIONS	
DATE	APPROVED BY



## GOVERNING SPECIFICATIONS

THE WORK SHALL BE DONE IN ACCORDANCE WITH THE 2018 EDITION OF THE CITY OF LINO LAKES  
GENERAL SPECIFICATIONS AND STANDARD DETAIL PLATES FOR STREET AND UTILITY  
CONSTRUCTION.  
THE 2018 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD  
SPECIFICATIONS FOR HIGHWAY CONSTRUCTION" SHALL GOVERN, SPECIAL PROVISIONS, AND ANY  
AMENDMENTS THERE TO AND THE 2018 EDITION OF THE CITY ENGINEERS ASSOCIATION OF  
MINNESOTA "STANDARD SPECIFICATIONS FOR WATERMAIN CONSTRUCTION" SHALL GOVERN, SPECIAL  
PROVISIONS, AND ANY AMENDMENTS THERE TO AND THE 2018 EDITION OF THE LEAGUE OF  
MINNESOTA CITIES "DRAS ACQUIRED IN THE PROJECT MANUAL" SHALL GOVERN, SPECIAL  
PROVISIONS, AND ANY AMENDMENTS THERE TO AND THE 2018 EDITION OF THE  
MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING THE LATEST EDITION OF  
THE FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL LAYOUTS.

## PLAN SET INDEX

SHEET NO.	DESCRIPTION
1	TITLE SHEET
2-4	GENERAL LAYOUT
5	GENERAL WATERMAIN QUANTITIES
6	GENERAL SANITARY SEWER QUANTITIES
7-8	CONSTRUCTION NOTES
9	GENERAL DETAILS
10	GENERAL WATERMAIN CONSTRUCTION PLAN
11-16	EROSION CONTROL AND LIFE ESTABLISHMENT
17	GENERAL SANITARY SEWER CONSTRUCTION PLAN
18	LIFT STATION SITE PLAN
19	LIFT STATION PLAN
20	LIFT STATION DETAIL
21	LIFT STATION ELECTRICAL PLAN
22	LIFT STATION ELECTRICAL PLAN
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61	LIFT STATION ELECTRICAL PLAN

THIS PLAN SET CONTAINS 22 SHEETS

THIS PLAN SET HAS BEEN PREPARED FOR:

CITY OF LINO LAKES  
6000 TOWN CENTER PARKWAY  
LINO LAKES, MN 55014  
(651) 982-2400

ALL APPLICABLE FEDERAL, STATE, AND LOCAL LAWS AND ORDINANCES  
WILL BE COMPLIED WITH IN THE CONSTRUCTION OF THIS PROJECT.



I HEREBY CERTIFY THAT THIS PLAN 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.

PAUL HORNBY, P.E.

DATE: 02/22/2018 LICENSE NUMBER: 23359

WSB PROJ. NO. 012065-000 SHEET  
1  
OF  
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