

EXPANDED AGENDA



CITY COUNCIL AGENDA

Monday, September 27, 2021

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, 6:00 P.M.

Community Room (not televised)

1. Review Regular Agenda

CITY COUNCIL MEETING, 6:30 P.M.

- Call to Order and Roll Call - **Councilmembers Ruhland, Stoesz, Lyden, Cavegn and Mayor Rafferty were present**
- 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.

PROCLAMATION

Proclaiming October 2021 as Domestic Violence Awareness Month

1. CONSENT AGENDA

- A) September 27, 2021 (Check No. 115045 through 115122 in the Amount of \$776,636.95)
- B) Consider Approval of September 13, 2021 Work Session Minutes
- C) Consider Approval of September 13, 2021 Council Meeting Minutes
- D) Consider Approval of September 7, 2021 Special Council Minutes
- E) Consider Approval of Environmental Board Appointments
- F) Consider Approval of Application for Exempt Gambling Permit from the Knights of Columbus #9905
- G) Consider Resolution No. 21-105, Appointing Election Judges for 2021 General Election
- H) Consider Approval of September 7, 2021 Work Session Minutes

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

2. FINANCE DEPARTMENT REPORT

- A) Consider Resolution No. 21-99, Adopting the Preliminary 2021 Tax Levy, Collectible in 2022, Hannah Lynch

Action Taken: Motion by Ruhland, seconded by Stoesz, to approve Resolution No. 21-99, as presented, was adopted

- B) Consider Resolution No. 21-100, Setting the Date and Time for a Public Hearing for the Proposed 2022 Operating Budget and 2021 Tax Levy, Collectible in 2022, Hannah Lynch

Action Taken: Motion by Ruhland, seconded by Cavegn, to approve Resolution No. 21-100, as presented, was adopted

- C) Cancelling Debt Service Tax Levy(s), Hannah Lynch

- i) Consider Resolution No. 21-101, Canceling the 2021/2022 Debt Service Tax Levy for G.O. Improvement Bond, Series 2013A

Action Taken: Motion by Lyden, seconded by Stoesz, to approve Resolution No. 21-101, as presented, was adopted

- ii) Consider Resolution No. 21-102, Canceling the 2021/2022 Debt Service Tax Levy for G.O. Capital Note, Series 2016A

Action Taken: Motion by Lyden, seconded by Stoesz, to approve Resolution No. 21-102, as presented, was adopted

3. ADMINISTRATION DEPARTMENT REPORT

- A) Consider Appointment of Police Officer, Meg Sawyer

Action Taken: Motion by Ruhland, seconded by Lyden, to approve the appointment of Shelby Bonczek, was adopted

- B) Consider Resolution No. 21-103, Increasing the Benefit Level for Firefighters Vested in the Statewide Volunteer Firefighters Retirement Plan, Meg Sawyer

Action Taken: Motion by Cavegn, seconded by Ruhland, to approve Resolution No. 21-103, as presented, was adopted

- C) Consider Resolution No. 21-104, Authorizing the Allocation of Fire State Aid to Cover Employer Contributions to the PERA Police and Fire Plan, Meg Sawyer

Action Taken: Motion by Cavegn, seconded by Stoesz, to approve Resolution No. 21-104, as presented, 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. 09-21 Interim Ordinance Creating a Moratorium for Mini Self-Storage Facilities, Katie Larsen

Action Taken: Motion by Stoesz, seconded by Ruhland, to approve the 2nd reading and adoptions of Ordinance No. 09-21, as presented, was adopted; Yeas, 5; Nays none

- B) Consider Resolution No. 21-91, Approve Change Order No. 1, Northeast Drainage Area Improvement Project, Diane Hankee

Action Taken: Motion by Stoesz, seconded by Cavegn, to approve Resolution No. 21-91, as presented, was adopted

7. UNFINISHED BUSINESS





None

8. NEW BUSINESS

None

Adjournment

Motion by Ruhland, seconded by Cavegn, to adjourn at 6:50 p.m.

<i>Community Calendar – A Look Ahead</i>		
September 27, 2021 through October 11, 2021		
	Wednesday, September 29	6:30 pm, Council Chambers
	Monday, October 4	6:00 pm, Community Room
	Wednesday, October 6	6:30 pm, Council Chambers
	Thursday, October 7	8:00 am, Community Room
	Monday, October 11	6:00 pm, Community Room
	Monday, October 11	6:30 pm, Council Chambers
		Environmental Board
		Council Work Session
		Park Board
		EDAC
		Council Work Session
		City Council Meeting



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2. FINANCE DEPARTMENT REPORT

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- B) Consider Resolution No. 21-100, Setting the Date and Time for a Public Hearing for the Proposed 2022 Operating Budget and 2021 Tax Levy, Collectible in 2022, Hannah Lynch
- C) Cancelling Debt Service Tax Levy(s), Hannah Lynch
 - i) Consider Resolution No. 21-101, Canceling the 2021/2022 Debt Service Tax Levy for G.O. Improvement Bond, Series 2013A
 - ii) Consider Resolution No. 21-102, Canceling the 2021/2022 Debt Service Tax Levy for G.O. Capital Note, Series 2016A

3. ADMINISTRATION DEPARTMENT REPORT

- A) Consider Appointment of Police Officer, Meg Sawyer
- B) Consider Resolution No. 21-103, Increasing the Benefit Level for Firefighters Vested in the Statewide Volunteer Firefighters Retirement Plan, Meg Sawyer
- C) Consider Resolution No. 21-104, Authorizing the Allocation of Fire State Aid to Cover Employer Contributions to the PERA Police and Fire Plan, Meg Sawyer

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. 09-21 Interim Ordinance Creating a Moratorium for Mini Self-Storage Facilities, Katie Larsen
**Council may vote to dispense with full reading of ordinance*
**Roll call vote is required for adoption of the ordinance*
- B) Consider Resolution No. 21-91, Approve Change Order No. 1, Northeast Drainage Area Improvement Project, Diane Hankee

7. UNFINISHED BUSINESS

None

8. NEW BUSINESS

None

Adjournment

Community Calendar – A Look Ahead
September 27, 2021 through October 11, 2021

 Wednesday, September 29	6:30 pm, Council Chambers	Environmental Board
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✦ Wednesday, October 6	6:30 pm, Council Chambers	Park Board
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✦ Monday, October 11	6:30 pm, Council Chambers	City Council Meeting



PROCLAMATION

DOMESTIC VIOLENCE AWARENESS MONTH OCTOBER, 2021

WHEREAS, the community problem of domestic violence has become a critical public health and welfare concern in Anoka County; and

WHEREAS, domestic violence is a crime, the commission of which will not be tolerated in Anoka County and perpetrators of said crime are subject to prosecution and conviction in accordance with the law; and

WHEREAS, over thousands of women, men, and children have and will continue to access assistance from domestic violence service providers; and

WHEREAS, domestic violence will be eliminated through community partnerships of concerned individuals and organizations working together to prevent abuse while at the same time effecting social and legal change; and

WHEREAS, October is National Domestic Violence Awareness Month; and

WHEREAS, during National Domestic Violence Awareness Month, Anoka County organizations will inform area residents about domestic violence, its prevalence, consequences and what we, as a concerned community can do to eliminate its existence;

NOW THEREFORE, BE IT RESOLVED that I, Rob Rafferty, Mayor of the City of Lino Lakes, do hereby proclaim the month of October, 2021 as

Domestic Violence Awareness Month

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Lino Lakes to be affixed on September 27th, 2021.

Rob Rafferty, Mayor

Attest: Julie Bartell, City Clerk



Expenditures

September 27, 2021

Check #115045 to #115122

\$776,636.95

Accounts Payable

Check Detail

User: katie.christofferson
Printed: 09/21/2021 - 10:14AM



Check Number	Check Date	Check Description	Amount
800 - Advanced Graphix Inc.			
115047	09/27/2021		
		Inv 207463 Non-reflective License Platesfor #617,	120.00
		Inv 207578 Non-reflective License Platesfor #600	30.00
115047 Total:			150.00
800 - Advanced Graphix Inc. Total:			150.00
1256 - AFC Carpentry LLC			
115048	09/27/2021		
		Inv 4212 Sealing gap in roof	1,200.00
115048 Total:			1,200.00
1256 - AFC Carpentry LLC Total:			1,200.00
13 - AFLAC 101-000-2040-000			
115049	09/27/2021		
		Inv 312091 September Insurance Premiums	349.22
115049 Total:			349.22
13 - AFLAC Total:			349.22
42 - Anoka County Property Records & Taxation			
115050	09/27/2021		
		Inv 21-55379 Agreement	92.00
		Inv 21-56096 Agreement	368.00
		Inv 21-59388 Agreement	92.00
		Inv 21-60554 Agreement	46.00
		Inv 21-60649 Agreement	46.00
115050 Total:			644.00
42 - Anoka County Property Records & Taxation Total:			644.00
54 - Aspen Mills, Inc.			
115051	09/27/2021		
		Inv 280174 Uniform Allowance - New Hire - S. Berger	928.95
115051 Total:			928.95

Check Number	Check Date	Check Description	Amount
54 - Aspen Mills, Inc. Total:			928.95
55 - Auto Nation Ford White Bear Lake			
115052	09/27/2021		
		Inv 100626 Transmission Fluid	133.44
		Inv 98911 Brake caliper bracket #303	100.10
115052 Total:			233.54
55 - Auto Nation Ford White Bear Lake Total:			233.54
1359 - Blaine Lock & Safe, Inc.			
115053	09/27/2021		
		Inv 31230 Keys for election mailbox	7.50
115053 Total:			7.50
1359 - Blaine Lock & Safe, Inc. Total:			7.50
115 - Centennial Utilities			
115054	09/27/2021	150 - 7690 Village Dr	
		Inv August 2021 140 - 6811 Lake Drive Natural Gas	2,993.72
115054 Total:			2,993.72
115 - Centennial Utilities Total:			2,993.72
116 - CenterPoint Energy			
115055	09/27/2021		
		Inv August 2021 110 Natural Gas	406.60
115055 Total:			406.60
116 - CenterPoint Energy Total:			406.60
117 - Central Pension Fund 101-000-2040-000			
115045	09/17/2021	September 2021	
		Inv September 2021 September 2021	4,992.00
115045 Total:			4,992.00
117 - Central Pension Fund Total:			4,992.00
122 - CES Imaging 101-432-4410-503			
115056	09/27/2021		
		Inv INV131521 September Plotter/Scanner Maintenance	80.00
115056 Total:			80.00

Check Number	Check Date	Check Description	Amount
122 - CES Imaging Total:			80.00
136 - City of Roseville			
115057	09/27/2021		
	Inv 0230334	September IT Services	18,216.98
115057 Total:			18,216.98
136 - City of Roseville Total:			18,216.98
761 - Comcast 101-432-4321-502			
115058	09/27/2021		
	Inv 0131882	Phone & Internet	346.77
115058 Total:			346.77
115059	09/27/2021		
	Inv 0163083	Phone & Internet	124.26
115059 Total:			124.26
761 - Comcast Total:			471.03
146 - Como Lube & Supplies, Inc.			
115060	09/27/2021		
	Inv 679879	Use oil filter recycling	195.00
115060 Total:			195.00
146 - Como Lube & Supplies, Inc. Total:			195.00
149 - Connexus Energy			
115061	09/27/2021	05	
	Inv August 2021	02 Electric	6,497.07
115061 Total:			6,497.07
149 - Connexus Energy Total:			6,497.07
1278 - Core & Main LP			
115062	09/27/2021		
	Inv P515666	Meters	5,117.17
	Inv P544623	Hydrant extension kits	6,339.85
	Inv P561199	Meter horns	154.11
	Inv P561201	Meter horns	2,188.24
	Inv P568294	Meters	3,479.67
115062 Total:			17,279.04
1278 - Core & Main LP Total:			17,279.04

Check Number	Check Date	Check Description	Amount
157 - Crown Marking, Inc.			
115063	09/27/2021	Inv OE-83154 Name Plates - M. Sawyer	36.41
115063 Total:			36.41
157 - Crown Marking, Inc. Total:			36.41
167 - Dalco, Inc.			
115064	09/27/2021	Inv 3828789 6 - Hand sanitizer stations	1,080.00
115064 Total:			1,080.00
167 - Dalco, Inc. Total:			1,080.00
1757 - Davis, Phillip			
115065	09/27/2021	Inv 9/17/2021 Organic Site Tours	27.55
115065 Total:			27.55
1757 - Davis, Phillip Total:			27.55
172 - DeGardner, Richard			
115066	09/27/2021	Inv 9/17/2021 Park Tours	89.60
115066 Total:			89.60
172 - DeGardner, Richard Total:			89.60
1673 - Ecological Strategies, LLC			
115067	09/27/2021	Inv 9/3/2021 Site Survey-Management Planning Oversight	2,200.00
115067 Total:			2,200.00
1673 - Ecological Strategies, LLC Total:			2,200.00
1783 - Edina Painting Company			
115068	09/27/2021	Inv 1853 Refinishing wood structures on exterior	19,540.00
115068 Total:			19,540.00
1783 - Edina Painting Company Total:			19,540.00
204 - Factory Motor Parts Company			

Check Number	Check Date	Check Description	Amount
115069	09/27/2021		
		Inv 159-055588 Battery #315	123.96
		Inv 159-055667 Battery #617	124.64
		Inv 159-055846 Battery core return	-16.00
		Inv 1-7115117 Transmission Filters	144.04
		Inv 41-557649 Transmission Filters	27.04
115069 Total:			403.68
204 - Factory Motor Parts Company Total:			403.68
1386 - Frontier Ag & Turf			
115070	09/27/2021		
		Inv P26788 Filter #117	53.45
		Inv P27294 Saw chain	75.96
115070 Total:			129.41
1386 - Frontier Ag & Turf Total:			129.41
1659 - Haugo Geo Technical Services, LLC			
115071	09/27/2021		
		Inv 10295 2021 Street Improvement Projects	5,703.00
115071 Total:			5,703.00
1659 - Haugo Geo Technical Services, LLC Total:			5,703.00
271 - Hawkins, Inc.			
115072	09/27/2021		
		Inv 6016607 Chlorine, Hydrofluosilicic Acid, and LPC	9,340.96
115072 Total:			9,340.96
271 - Hawkins, Inc. Total:			9,340.96
1749 - Huebsch Services			
115073	09/27/2021		
		Inv 20092654 Mats	54.06
		Inv 20092655 Shop Towels	40.25
		Inv 20092656 Mats	52.89
		Inv 20093940 Mats	25.08
		Inv 20095245 Mats	54.06
		Inv 20095246 Mats	58.07
		Inv 20095247 Shop Towels	40.25
		Inv 20095248 Mats	52.89
		Inv 20096520 Mats	25.08
		Inv 20097860 Mats	54.06
		Inv 20097861 Mats	40.25
		Inv 20097862 Mats	52.89
115073 Total:			549.83

Check Number	Check Date	Check Description	Amount
1749 - Huebsch Services Total:			549.83
298 - Hugo Equipment Company			
115074	09/27/2021		
		Inv 171334 Pole saw repair parts	21.97
115074 Total:			21.97
298 - Hugo Equipment Company Total:			21.97
306 - Image Printing & Graphics, Inc			
115075	09/27/2021		
		Inv 159524 Lino Lakes Community Fest yard signs, pa	714.49
		Inv 159673 Business Cards - M. Sawyer, H. Lynch, A.	73.50
115075 Total:			787.99
306 - Image Printing & Graphics, Inc Total:			787.99
1177 - Innovative Office Solutions LLC			
115076	09/27/2021		
		Inv IN3472560 Toner, binder clips, pens, folders	52.05
		Inv SUM-063079 Tape, hi-lighters, post-it notes, note p	75.36
115076 Total:			127.41
1177 - Innovative Office Solutions LLC Total:			127.41
1004 - Ivy Ridge Home Builders, Inc.			
115077	09/27/2021		
		Inv 2019-02006 Escrow Release - 2154 DogwoodSt	3,400.00
115077 Total:			3,400.00
1004 - Ivy Ridge Home Builders, Inc. Total:			3,400.00
1717 - Jacon, LLC			
115078	09/27/2021		
		Inv 013084-000-8 NE Drainage Area Improvements	64,669.79
		Inv 017458-000-2 Tower Park Improvement Project	67,978.59
115078 Total:			132,648.38
1717 - Jacon, LLC Total:			132,648.38
757 - Jimmy's Johnnys 101-450-4410-000			
115079	09/27/2021		
		Inv 190655 Toilet Rental - City Hall Park	60.00
		Inv 190656 Toilet Rental - Marshan Park	60.00

Check Number	Check Date	Check Description	Amount
Inv 190657		Toilet Rental - Sunrise Park	180.00
Inv 190658		Toilet Rental - Birch Park	60.00
Inv 190659		Toilet Rental - Clearwater Creek Park	60.00
Inv 190660		Toilet Rental - Lino Park	80.00
Inv 190661		Toilet Rental - Behm's Park	60.00
Inv 190662		Toilet Rental - Highland Meadows Park	60.00
Inv 190663		Toilet Rental - Sunset Oaks Park	60.00
115079 Total:			680.00
757 - Jimmy's Johnnys Total:			680.00
782 - L.T.G. Power Equipment			
115080	09/27/2021		
Inv 261722		Drive Belt #405	85.04
115080 Total:			85.04
782 - L.T.G. Power Equipment Total:			85.04
359 - Landform			
115081	09/27/2021		
Inv 32043		Zoning Ordinance and Map Update	4,755.00
115081 Total:			4,755.00
359 - Landform Total:			4,755.00
369 - League of Minnesota Cities			
115082	09/27/2021		
Inv 9/1/2021		Minnesota Mayors Association Membership	30.00
115082 Total:			30.00
115083	09/27/2021		
Inv 348403		City of Lino Lakes MembershipDues	18,597.00
115083 Total:			18,597.00
369 - League of Minnesota Cities Total:			18,627.00
370 - League of MN Cities Insurance Trust			
115084	09/27/2021	200	
Inv 2021-2022P&C-2		800 Property & Casualty Ins 2021-2022	3,733.00
115084 Total:			3,733.00
370 - League of MN Cities Insurance Trust Total:			3,733.00
1615 - Lennar MN Division			
115085	09/27/2021		

Check Number	Check Date	Check Description	Amount
Inv 2020-00542		Escrow Release - 2040 DiamondLane	3,400.00
Inv 2020-00543		Escrow Release - 2101 HarrietLane	3,400.00
Inv 2020-00603		Escrow Release - 2082 Balsam Way	3,400.00
Inv 2020-00637		Escrow Release - 2055 Balsam Way	3,400.00
Inv 2020-00663		Escrow Release - 2047 DiamondLane	2,400.00
Inv 2020-01091		Escrow Release - 7311 Geneva Ct	5,400.00
Inv 2020-01092		Escrow Release - 2039 Balsam Way	4,400.00
Inv 2020-01215		Escrow Release - 2031 DiamondLane	5,400.00
Inv 2020-01358		Escrow Release - 7304 Crane Drive	6,300.00
Inv 2020-01404		Escrow Release - 7312 Crane Drive	6,300.00
Inv 2020-01680		Escrow Release - 2113 HarrietLane	5,400.00
Inv 2020-01960		Escrow Release - 7209 Crane Drive	4,400.00
Inv 2020-02085		Escrow Release - 2078 Balsam Way	5,400.00
Inv 2020-02158		Escrow Release - 7220 Crane Drive	5,400.00
Inv 2020-02199		Escrow Release - 7213 Crane Drive	7,400.00
Inv 2020-02238		Escrow Release - 2050 Balsam Way	5,400.00
Inv 2021-00076		Escrow Release - 7221 Crane Drive	5,400.00
Inv 2021-00105		Escrow Release - 7204 Crane Drive	3,400.00
115085 Total:			86,000.00
1615 - Lennar MN Division Total:			86,000.00
394 - Macqueen Equipment, Inc.			
115086	09/27/2021		
Inv P00974		Structural Firefighting boots	2,919.41
Inv W002358		Replacement sensors for 4 gas	387.29
115086 Total:			3,306.70
394 - Macqueen Equipment, Inc. Total:			3,306.70
399 - Mansfield Oil Company 101-431-4212-000			
115087	09/27/2021		
Inv 22589571		Diesel Fuel - 1,100 gallons	3,091.13
Inv 22589574		Gasoline - 2,000 gallons	5,423.26
115087 Total:			8,514.39
399 - Mansfield Oil Company Total:			8,514.39
418 - Menards - Forest Lake			
115088	09/27/2021		
Inv 69144		Replacement ceiling fan controller	40.45
Inv 69833		Irrigation repair - Number for Well Hous	10.72
115088 Total:			51.17
418 - Menards - Forest Lake Total:			51.17
420 - Met Council Environmental Services (SAC)			
115089	09/27/2021		

Check Number	Check Date	Check Description	Amount
Inv 9/17/2021	August SAC Report		76,264.65
115089 Total:			76,264.65
420 - Met Council Environmental Services (SAC) Total:			76,264.65
421 - Metro Sales Incorporated			
115090	09/27/2021		
Inv INV1883366	Copier Maintenance Contract Ricoh/MP4055		36.00
Inv INV1883370	Copier Maintenance Contract Ricoh/IMC250		192.40
Inv INV1883708	Copier Maintenance Contract Ricoh/IMC600		238.22
115090 Total:			466.62
421 - Metro Sales Incorporated Total:			466.62
451 - MN Department of Labor & Industry 101-432-4452-000			
115091	09/27/2021		
Inv ABR0261862X	Pressure Vessel		20.00
115091 Total:			20.00
451 - MN Department of Labor & Industry Total:			20.00
457 - MN State Fire Chiefs Association			
115092	09/27/2021		
Inv 2839	Annual Conference Registration - D. L'Al		400.00
115092 Total:			400.00
457 - MN State Fire Chiefs Association Total:			400.00
1677 - MNSPECT, LLC			
115093	09/27/2021		
Inv 8751	Field Inspections		10,200.00
115093 Total:			10,200.00
1677 - MNSPECT, LLC Total:			10,200.00
477 - NAC Mechanical & Electrical			
115094	09/27/2021		
Inv A3445-01	Boiler Replacement		37,500.00
115094 Total:			37,500.00
477 - NAC Mechanical & Electrical Total:			37,500.00
479 - Nardini Fire Equipment Co			
115095	09/27/2021		

Check Number	Check Date	Check Description	Amount
		Inv IV00182757 Valve stem assembly	32.62
115095 Total:			32.62
479 - Nardini Fire Equipment Co Total:			32.62
480 - NCPERS Group Life Insurance 101-000-2040-000			
115046	09/17/2021	September 2021	
		Inv September 2021 September 2021	240.00
115046 Total:			240.00
480 - NCPERS Group Life Insurance Total:			240.00
497 - Northway Irrigation/Landscape			
115096	09/27/2021		
		Inv 110880 Community Green Rain Bird	1,211.87
115096 Total:			1,211.87
497 - Northway Irrigation/Landscape Total:			1,211.87
508 - Optum			
115097	09/27/2021		
		Inv 10199061015 August Retiree & Cobra Fees	90.00
115097 Total:			90.00
508 - Optum Total:			90.00
509 - O'Reilly Automotive Stores			
115098	09/27/2021		
		Inv 5914-171670 Vulcan cement	7.19
		Inv 5914-172368 Wiper refill #413	8.46
		Inv 5914-172370 Wiper refill #413	6.29
		Inv 5914-172712 Brake pad #505	59.02
		Inv 5914-173178 Tire plugs	16.70
		Inv 5914-173920 Headlight bulbs	15.29
115098 Total:			112.95
509 - O'Reilly Automotive Stores Total:			112.95
546 - Pomp's Tire Service, Inc.			
115099	09/27/2021		
		Inv 150146696 Tire repair #268	42.40
115099 Total:			42.40
546 - Pomp's Tire Service, Inc. Total:			42.40

Check Number	Check Date	Check Description	Amount
551 - Premium Waters, Inc. 101-432-4410-500			
115100	09/27/2021	Inv 608417-08-21 Kandiyohi Water	68.34
115100 Total:			68.34
551 - Premium Waters, Inc. Total:			68.34
552 - Press Publications, Inc.			
115101	09/27/2021	Inv 713597 Ordinance Establishing Stormwater Utilit	317.44
115101 Total:			317.44
552 - Press Publications, Inc. Total:			317.44
1092 - Quadient Finance USA, Inc.			
115102	09/27/2021	Inv 58722186 Postage Meter Maintenance Contract	648.00
		Inv 9/17/2021 Postage Machine Postage	500.00
115102 Total:			1,148.00
1092 - Quadient Finance USA, Inc. Total:			1,148.00
1535 - S&S Industrial Hardware Supply			
115103	09/27/2021	Inv 318863 Nuts & bolts for inventory	503.08
		Inv 318869 Nuts & bolts for inventory - Credit	-159.65
115103 Total:			343.43
1535 - S&S Industrial Hardware Supply Total:			343.43
588 - Safety-Kleen Systems, Inc.			
115104	09/27/2021	Inv CN13464909 Solvent	100.84
115104 Total:			100.84
588 - Safety-Kleen Systems, Inc. Total:			100.84
1784 - Sawyer, Meg			
115105	09/27/2021	Inv 9/20/2021 Employee Recognition Gift Cards	75.00
115105 Total:			75.00
1784 - Sawyer, Meg Total:			75.00

Check Number	Check Date	Check Description	Amount
1578 - SBRK Finance Holdings, Inc			
115106	09/27/2021	Inv INV-007161 August UB Web Payments Trans Fee/Acct Fe	696.00
115106 Total:			696.00
1578 - SBRK Finance Holdings, Inc Total:			696.00
609 - SHI International Corp			
115107	09/27/2021	Inv B14022860 Adobe License - A. Turner	67.00
115107 Total:			67.00
609 - SHI International Corp Total:			67.00
1782 - Slater, George & Janelle			
115108	09/27/2021	Inv 9/9/2021 Escrow Closure - 7869 Meadow View Trail	329.54
115108 Total:			329.54
1782 - Slater, George & Janelle Total:			329.54
638 - State of MN - Department of Finance			
115109	09/27/2021	Inv 19-298270 Forfeiture Distribution	139.60
		Inv 19-327665 Forfeiture Distribution	15.40
		Inv 20-261742 Forfeiture Distribution	6.00
115109 Total:			161.00
638 - State of MN - Department of Finance Total:			161.00
645 - Streicher's, Inc.			
115110	09/27/2021	Inv 1522227 Uniform Allowance - M. Carlson	53.00
115110 Total:			53.00
645 - Streicher's, Inc. Total:			53.00
651 - T.A. Schifsky and Sons, Inc.			
115111	09/27/2021	Inv 017006-000-8 2021 Street Improvement Projects	153,962.17
115111 Total:			153,962.17
651 - T.A. Schifsky and Sons, Inc. Total:			153,962.17

Check Number	Check Date	Check Description	Amount
655 - TASC - Client Invoices			
115112	09/27/2021		
		Inv IN2128269 August Admin Fees	100.50
115112 Total:			100.50
655 - TASC - Client Invoices Total:			100.50
656 - TDS Metrocom MN			
115113	09/27/2021		
		Inv 9/13/2021 Phone Services	239.48
115113 Total:			239.48
656 - TDS Metrocom MN Total:			239.48
1761 - T-Mobile USA Inc			
115114	09/27/2021	40	
		Inv August-21 30 Cell Phone/Wi-Fi Service	488.23
115114 Total:			488.23
1761 - T-Mobile USA Inc Total:			488.23
671 - Trans Union LLC			
115115	09/27/2021		
		Inv 08106073 Liquor License Background	84.14
115115 Total:			84.14
671 - Trans Union LLC Total:			84.14
687 - U.S. Bank Visa			
115116	09/27/2021		
		Inv 9/13/2021 Evident Inc/Compact syringe Evidence Tub	12,821.25
115116 Total:			12,821.25
687 - U.S. Bank Visa Total:			12,821.25
1669 - U.S. CAD Holdings LLC			
115117	09/27/2021		
		Inv INV48843 Bluebean Revu Standard Renewal Maintenanc	297.00
115117 Total:			297.00
1669 - U.S. CAD Holdings LLC Total:			297.00
704 - W.W. Goetsch Associates, Inc.			

Check Number	Check Date	Check Description	Amount
115118	09/27/2021		
		Inv 106718 Lift Station mixer improvements	1,620.00
115118 Total:			1,620.00
704 - W.W. Goetsch Associates, Inc. Total:			1,620.00
1104 - Walters Recycling & Refuse			
115119	09/27/2021	30 - Marshan Park	
		Inv September 2021 40 - Clearwater Creek Park Organic Recycling	1,366.51
115119 Total:			1,366.51
1104 - Walters Recycling & Refuse Total:			1,366.51
729 - Winnick Supply, Inc.			
115120	09/27/2021		
		Inv 437819 Trailer ramp repair	101.78
115120 Total:			101.78
729 - Winnick Supply, Inc. Total:			101.78
1785 - Wolkerstorfer Contracting			
115121	09/27/2021		
		Inv 491 Concrete sidewalk	9,100.00
115121 Total:			9,100.00
1785 - Wolkerstorfer Contracting Total:			9,100.00
733 - WSB & Associates, Inc.			
115122	09/27/2021		
		Inv 0-002988-560-37 July Saddle Club 4th Addition	138.00
		Inv R-012065-000-23 July 49 & J Lift Station, Sewer, and Wat	203.25
		Inv R-012365-000-30 July Lyngblomsten Senior Housing	3,804.00
		Inv R-012443-000-34 July Watermark 1st Addition	276.00
		Inv R-012469-000-33 July Eastside Villas	207.00
		Inv R-013091-000-33 July Water Tower No. 3	41,940.30
		Inv R-013578-000-5 July Traffic Safety Committee	343.25
		Inv R-013912-000-24 July Well House No. 1 Rehabilitation	162.50
		Inv R-015306-000-20 July Nadeau Acres	440.00
		Inv R-015601-000-13 July MS4 Services	106.25
		Inv R-015628-000-18 July Watermark 3rd Addition	3,616.75
		Inv R-015965-000-8 July Lift Station No. 5 Forcemain Rehabi	304.00
		Inv R-016201-000-10 July Laborer's Training Center	480.00
		Inv R-016587-000-8 July Lino B - Otter Crossing	793.25
		Inv R-016591-000-10 July 2021 Birch Street Watermain Improve	246.00
		Inv R-017006-000-10 July 2021 Street Improvement Projects	17,097.50
		Inv R-017210-000-6 July 77th Street Feasibility Report Amen	164.00
		Inv R-017363-000-8 July Watermark 4th Addition	3,457.50
		Inv R-017371-000-7 July 2021 General EngineeringServices	7,400.00

Check Number	Check Date	Check Description	Amount
Inv R-017372-000-7	July 2021	Miscellaneous Escrow Account -	82.00
Inv R-017373-000-7	July 2021	Private Utility Permits	2,132.00
Inv R-017374-000-7	July 2021	GPS/GIS Miscellaneous Assistan	768.00
Inv R-017458-000-7	July 2021	Tower Park Site Improvements	5,545.75
Inv R-017505-000-5	July 2021	Surface Water Maintenance Proj	711.00
Inv R-017517-000-6	July	Risk Assessment and Emergency Respo	1,170.00
Inv R-017518-000-7	July	Storm Water Utility	1,771.25
Inv R-017644-000-6	July 2021	Special Economic Development P	912.00
Inv R-017704-000-4	July 2021	Trail Maintenance Project	994.50
Inv R-017706-000-5	July 2021	Street Maintenance Project	1,769.25
Inv R-018131-000-4	July	Nadeau Acres 2nd Addition	3,634.50
Inv R-018272-000-3	July	East Region Plan - Northeast Draina	1,819.75
Inv R-018377-000-2	July 2021	Pond Surveys	4,958.75
Inv R-018390-000-1	July	Bald Eagle Addition	117.00
Inv R-018391-000-3	July	Butler Addition	1,076.50
Inv R-018446-000-2	July	Huntson Addition ConceptPlan	58.50
Inv R-018524-000-2	July	Winters Wetland Bank	1,029.50
Inv R-018678-000-1	July 2021	Water Service Condition Review	302.25
115122 Total:			110,032.05
733 - WSB & Associates, Inc. Total:			110,032.05
Total:			776,636.95

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
9/27/2021 City Council Meeting**

Vendor	Fund/Dept	Account	Amount	Check #	Description
League of MN Cities Insurance Trust	101-000	101-000-1550-000	2,489.00	115084	Property & Casualty Ins 2021-2022
AFLAC	101-000	101-000-2040-000	349.22	115049	September Insurance Premiums
Central Pension Fund	101-000	101-000-2040-000	4,992.00	115045	
NCPERS Group Life Insurance	101-000	101-000-2040-000	240.00	115046	
Anoka County Property Records & Taxation	101-000	101-000-2081-000	46.00	115050	Agreement
Anoka County Property Records & Taxation	101-000	101-000-2081-000	46.00	115050	Agreement
Anoka County Property Records & Taxation	101-000	101-000-2081-000	92.00	115050	Agreement
Anoka County Property Records & Taxation	101-000	101-000-2081-000	368.00	115050	Agreement
Anoka County Property Records & Taxation	101-000	101-000-2081-000	46.00	115050	Agreement
Met Council Environmental Services (SAC)	101-000	101-000-2120-000	77,035.00	115089	August SAC Report
Met Council Environmental Services (SAC)	101-000	101-000-3414-000	-770.35	115089	August SAC Report
U.S. Bank Visa	101-000	101-000-3730-000	-1,227.56	115116	U.S. Bank Visa/Rebate
		101-000 Total	83,705.31		
League of Minnesota Cities	101-401	101-401-4452-000	30.00	115082	Minnesota Mayors Association Membership Dues - R. Rafferty
League of Minnesota Cities	101-401	101-401-4452-000	18,597.00	115083	City of Lino Lakes Membership Dues
Sawyer Meg	101-401	101-401-4900-000	75.00	115105	Employee Recognition Gift Cards
U.S. Bank Visa	101-401	101-401-4900-000	30.00	115116	Caribou/Employee Recognition gift card
U.S. Bank Visa	101-401	101-401-4900-000	25.00	115116	Target/Employee Recognition gift card
U.S. Bank Visa	101-401	101-401-4900-000	3.75	115116	Dollar Tree/Employee greeting cards
		101-401 Total	18,760.75		
Optum	101-402	101-402-4310-000	90.00	115097	August Retiree & Cobra Fees
U.S. Bank Visa	101-402	101-402-4330-000	350.00	115116	Labor Arbitration Institute/Labor Law and Labor Arbitration Conf
U.S. Bank Visa	101-402	101-402-4330-000	230.00	115116	MNGFOA/2021 MNGFOA Annual Conference
Press Publications Inc.	101-402	101-402-4340-000	317.44	115101	Ordinance Establishing Stormwater Utility
TASC - Client Invoices	101-402	101-402-4410-000	100.50	115112	August Admin Fees
Trans Union LLC	101-402	101-402-4410-000	16.83	115115	Liquor License Background
		101-402 Total	1,104.77		
City of Roseville	101-407	101-407-4310-000	16,758.98	115057	September IT Services
SHI International Corp	101-407	101-407-4310-000	67.00	115107	Adobe License - A. Turner
U.S. Bank Visa	101-407	101-407-4330-000	275.00	115116	MCPA/2021 Audits of Local Governments Conference
U.S. Bank Visa	101-407	101-407-4452-000	150.00	115116	GFOA/Membership Renewal - H. Lynch
		101-407 Total	17,250.98		
WSB & Associates Inc.	101-415	101-415-4300-000	912.00	115122	July 2021 Special Economic Development Projects
U.S. Bank Visa	101-415	101-415-4330-000	99.00	115116	Real Estate Journal/North Metro Summit - Development Workshop
		101-415 Total	1,011.00		
U.S. Bank Visa	101-416	101-416-4330-000	100.00	115116	American Planning Association - Annual Conference - K. Larsen
		101-416 Total	100.00		
WSB & Associates Inc.	101-417	101-417-4300-000	343.25	115122	July Traffic Safety Committee
WSB & Associates Inc.	101-417	101-417-4300-000	2,132.00	115122	July 2021 Private Utility Permits
WSB & Associates Inc.	101-417	101-417-4300-000	405.00	115122	July 2021 GPS/GIS Miscellaneous Assistance
WSB & Associates Inc.	101-417	101-417-4300-000	164.00	115122	July 77th Street Feasibility Report Amendment
WSB & Associates Inc.	101-417	101-417-4300-000	121.00	115122	July 2021 GPS/GIS Miscellaneous Assistance
WSB & Associates Inc.	101-417	101-417-4300-000	82.00	115122	July 2021 Miscellaneous Escrow Account - Centerville
WSB & Associates Inc.	101-417	101-417-4410-000	5,180.00	115122	July 2021 General Engineering Services
		101-417 Total	8,427.25		
U.S. Bank Visa	101-418	101-418-4330-000	100.00	115116	American Planning Association - Annual Conference - M. Grochala
		101-418 Total	100.00		
Innovative Office Solutions LLC	101-420	101-420-4200-000	52.05	115076	Toner binder clips pens folders
U.S. Bank Visa	101-420	101-420-4200-000	88.00	115116	MN County Attorney's Association/Forfeiture Forms
U.S. Bank Visa	101-420	101-420-4200-000	73.54	115116	Amazon/2 - 10pk 16gb USBs for external discovery
U.S. Bank Visa	101-420	101-420-4200-000	41.31	115116	NCH Software/Software criminal case prosecution transcription
U.S. Bank Visa	101-420	101-420-4211-000	291.12	115116	Evident Inc/Syringe Evidence Tubes
U.S. Bank Visa	101-420	101-420-4211-000	21.74	115116	Amazon/Batteries
U.S. Bank Visa	101-420	101-420-4211-000	101.36	115116	Axon/2 X26 DPMs
U.S. Bank Visa	101-420	101-420-4211-000	37.79	115116	Cub Foods/Meeting supplies for Anoka County Records meeting
U.S. Bank Visa	101-420	101-420-4211-000	149.00	115116	Evident Inc/Compact syringe Evidence Tubes
U.S. Bank Visa	101-420	101-420-4214-000	20.24	115116	Pizza T/N2U Coloring Contest Winners Lunch
U.S. Bank Visa	101-420	101-420-4240-000	129.92	115116	Amazon/2 - Fenix flashlights for less-lethal shotguns
U.S. Bank Visa	101-420	101-420-4240-000	73.90	115116	Amazon/2 - Tactical flashlight mount for less-lethal shotguns
U.S. Bank Visa	101-420	101-420-4321-000	1,823.83	115116	Verizon Wireless/Phone & Internet
U.S. Bank Visa	101-420	101-420-4330-000	299.00	115116	Street Cop Training/Tuition - K. Mabraten



**AP Checks by Account Number
9/27/2021 City Council Meeting**

Vendor	Fund/Dept	Account	Amount	Check #	Description
U.S. Bank Visa	101-420	101-420-4330-000	250.00	115116	BCA/Tuition - C. Shirmers
U.S. Bank Visa	101-420	101-420-4330-000	418.95	115116	STORM Consulting/Tuition - K. Mabraten
Aspen Mills Inc.	101-420	101-420-4370-000	928.95	115051	Uniform Allowance - New Hire - S. Bergeron
Streicher's Inc.	101-420	101-420-4370-000	53.00	115110	Uniform Allowance - M. Carlson
U.S. Bank Visa	101-420	101-420-4370-000	205.68	115116	Oakley/Uniform Allowance - M. Christensen
U.S. Bank Visa	101-420	101-420-4370-000	115.66	115116	Sportsman's Warehouse/Uniform Allowance - M. Christensen
Connexus Energy	101-420	101-420-4381-000	30.35	115061	Electric
Metro Sales Incorporated	101-420	101-420-4410-000	36.00	115090	Copier Maintenance Contract Ricoh/MP4055SP
Trans Union LLC	101-420	101-420-4410-000	67.31	115115	Liquor License Background
101-420 Total			5,308.70		
U.S. Bank Visa	101-421	101-421-4211-000	199.60	115116	Amazon/2 - 1 Gallons cans Kawasaki fuel
Advanced Graphix Inc.	101-421	101-421-4240-000	30.00	115047	Non-reflective License Plates for #600
Advanced Graphix Inc.	101-421	101-421-4240-000	120.00	115047	Non-reflective License Plates for #617 #618 #619 #623
Macqueen Equipment Inc.	101-421	101-421-4240-000	387.29	115086	Replacement sensors for 4 gas
Nardini Fire Equipment Co	101-421	101-421-4240-000	32.62	115095	Valve stem assembly
U.S. Bank Visa	101-421	101-421-4240-000	996.00	115116	Amazon/4 - Leaf blowers
U.S. Bank Visa	101-421	101-421-4240-000	519.20	115116	Amazon/4 - Lithium batteries for leaf blowers
U.S. Bank Visa	101-421	101-421-4321-000	146.53	115116	Verizon Wireless/Phone & Internet
MN State Fire Chiefs Association	101-421	101-421-4330-000	400.00	115092	Annual Conference Registration - D. L'Allier
Macqueen Equipment Inc.	101-421	101-421-4370-000	2,919.41	115086	Structural Firefighting boots
101-421 Total			5,750.65		
T-Mobile USA Inc	101-422	101-422-4321-000	149.30	115114	Cell Phone/Wi-Fi Service
U.S. Bank Visa	101-422	101-422-4321-000	75.22	115116	Verizon Wireless/Phone & Internet
MNSPECT LLC	101-422	101-422-4410-000	10,200.00	115093	Field Inspections
101-422 Total			10,424.52		
Blaine Lock & Safe Inc.	101-430	101-430-4211-000	7.50	115053	Keys for election mailbox
U.S. Bank Visa	101-430	101-430-4211-000	41.94	115116	The Home Depot/Sawzall blades
T-Mobile USA Inc	101-430	101-430-4321-000	92.55	115114	Cell Phone/Wi-Fi Service
Connexus Energy	101-430	101-430-4385-000	1,692.96	115061	Electric
101-430 Total			1,834.95		
Huebsch Services	101-431	101-431-4211-000	40.25	115073	Mats
Huebsch Services	101-431	101-431-4211-000	40.25	115073	Shop Towels
Huebsch Services	101-431	101-431-4211-000	40.25	115073	Shop Towels
Safety-Kleen Systems Inc.	101-431	101-431-4211-000	100.84	115104	Solvent
U.S. Bank Visa	101-431	101-431-4211-000	280.50	115116	Holiday Station Store/August car washes
Mansfield Oil Company	101-431	101-431-4212-000	5,423.26	115087	Gasoline - 2 000 gallons
Mansfield Oil Company	101-431	101-431-4212-000	3,091.13	115087	Diesel Fuel - 1 100 gallons
U.S. Bank Visa	101-431	101-431-4212-000	71.51	115116	Bills Superette/Non-oxy fuel
U.S. Bank Visa	101-431	101-431-4212-000	59.02	115116	Bills Superette/Non-oxy fuel
Auto Nation Ford White Bear Lake	101-431	101-431-4221-000	100.10	115052	Brake caliper bracket #303
Auto Nation Ford White Bear Lake	101-431	101-431-4221-000	133.44	115052	Transmission Fluid
Como Lube & Supplies Inc.	101-431	101-431-4221-000	195.00	115060	Use oil filter recycling
Factory Motor Parts Company	101-431	101-431-4221-000	124.64	115069	Battery #617
Factory Motor Parts Company	101-431	101-431-4221-000	123.96	115069	Battery #315
Factory Motor Parts Company	101-431	101-431-4221-000	-16.00	115069	Battery core return
Factory Motor Parts Company	101-431	101-431-4221-000	27.04	115069	Transmission Filters
Factory Motor Parts Company	101-431	101-431-4221-000	144.04	115069	Transmission Filters
Frontier Ag & Turf	101-431	101-431-4221-000	53.45	115070	Filter #117
Hugo Equipment Company	101-431	101-431-4221-000	21.97	115074	Pole saw repair parts
L.T.G. Power Equipment	101-431	101-431-4221-000	85.04	115080	Drive Belt #405
O'Reilly Automotive Stores	101-431	101-431-4221-000	7.19	115098	Vulcan cement
O'Reilly Automotive Stores	101-431	101-431-4221-000	16.70	115098	Tire plugs
O'Reilly Automotive Stores	101-431	101-431-4221-000	59.02	115098	Brake pad #505
O'Reilly Automotive Stores	101-431	101-431-4221-000	6.29	115098	Wiper refill #413
O'Reilly Automotive Stores	101-431	101-431-4221-000	15.29	115098	Headlight bulbs
O'Reilly Automotive Stores	101-431	101-431-4221-000	8.46	115098	Wiper refill #413
S&S Industrial Hardware Supply	101-431	101-431-4221-000	503.08	115103	Nuts & bolts for inventory
S&S Industrial Hardware Supply	101-431	101-431-4221-000	-159.65	115103	Nuts & bolts for inventory - Credit
U.S. Bank Visa	101-431	101-431-4221-000	3.20	115116	Bills Superette/1 can of starting fluid
Winnick Supply Inc.	101-431	101-431-4221-000	101.78	115120	Trailer ramp repair
Pomp's Tire Service Inc.	101-431	101-431-4300-000	42.40	115099	Tire repair #268



**AP Checks by Account Number
9/27/2021 City Council Meeting**

Vendor	Fund/Dept	Account	Amount	Check #	Description
U.S. Bank Visa	101-431	101-431-4300-000	157.77	115116	MN DVS/Title Squads #318 #319 #320 #623 Title sign trailer
League of MN Cities Insurance Trust	101-431	101-431-4363-000	1,244.00	115084	Property & Casualty Ins 2021-2022
	101-431 Total		12,145.22		
Crown Marking Inc.	101-432	101-432-4200-000	36.41	115063	Name Plates - M. Sawyer
Image Printing & Graphics Inc	101-432	101-432-4200-000	73.50	115075	Business Cards - M. Sawyer H. Lynch A. Turner
Innovative Office Solutions LLC	101-432	101-432-4200-000	75.36	115076	Tape hi-lighters post-it notes note pads labels
U.S. Bank Visa	101-432	101-432-4200-000	14.13	115116	Amazon/Batteries
U.S. Bank Visa	101-432	101-432-4200-000	9.88	115116	Amazon/Ear buds
U.S. Bank Visa	101-432	101-432-4200-000	27.98	115116	Amazon/Hardware for copy room shelves - disposable paper masks
U.S. Bank Visa	101-432	101-432-4200-000	16.99	115116	Amazon/5 - 2x10 Chamber name plate holders
Dalco Inc.	101-432	101-432-4211-000	1,080.00	115064	6 - Hand sanitizer stations
U.S. Bank Visa	101-432	101-432-4211-000	103.62	115116	The Home Depot/Painting supplies for office painting
Menards - Forest Lake	101-432	101-432-4211-500	40.45	115088	Replacement ceiling fan controller
U.S. Bank Visa	101-432	101-432-4211-503	80.96	115116	The Home Depot/Painting supplies rollers liners and brushes
U.S. Bank Visa	101-432	101-432-4211-503	1,142.00	115116	Automation Direct/2 - Transducers for Lift Station wet well
TDS Metrocom MN	101-432	101-432-4321-000	199.70	115113	Phone Services
Comcast	101-432	101-432-4321-502	346.77	115058	Phone & Internet
Quadient Finance USA Inc.	101-432	101-432-4322-000	500.00	115102	Postage Machine Postage
Connexus Energy	101-432	101-432-4381-500	1,143.80	115061	Electric
MN Department of Labor & Industry	101-432	101-432-4383-000	20.00	115091	Pressure Vessel
CenterPoint Energy	101-432	101-432-4383-500	79.96	115055	Natural Gas
CenterPoint Energy	101-432	101-432-4383-501	33.10	115055	Natural Gas
CenterPoint Energy	101-432	101-432-4383-502	81.33	115055	Natural Gas
Centennial Utilities	101-432	101-432-4383-503	2,258.04	115054	Natural Gas
Walters Recycling & Refuse	101-432	101-432-4384-500	373.07	115119	Trash & Recycling
Walters Recycling & Refuse	101-432	101-432-4384-501	35.93	115119	Trash & Recycling
Walters Recycling & Refuse	101-432	101-432-4384-502	100.27	115119	Trash & Recycling
Walters Recycling & Refuse	101-432	101-432-4384-503	356.88	115119	Trash & Recycling
Premium Waters Inc.	101-432	101-432-4410-500	68.34	115100	Kandiyohi Water
Huebsch Services	101-432	101-432-4410-501	52.89	115073	Mats
Huebsch Services	101-432	101-432-4410-501	52.89	115073	Mats
Huebsch Services	101-432	101-432-4410-501	52.89	115073	Mats
Huebsch Services	101-432	101-432-4410-502	58.07	115073	Mats
CES Imaging	101-432	101-432-4410-503	80.00	115056	September Plotter/Scanner Maintenance
Huebsch Services	101-432	101-432-4410-503	54.06	115073	Mats
Huebsch Services	101-432	101-432-4410-503	54.06	115073	Mats
Huebsch Services	101-432	101-432-4410-503	25.08	115073	Mats
Huebsch Services	101-432	101-432-4410-503	25.08	115073	Mats
Huebsch Services	101-432	101-432-4410-503	54.06	115073	Mats
Metro Sales Incorporated	101-432	101-432-4410-503	238.22	115090	Copier Maintenance Contract Ricoh/IMC6000
Metro Sales Incorporated	101-432	101-432-4410-503	192.40	115090	Copier Maintenance Contract Ricoh/IMC2500
Quadient Finance USA Inc.	101-432	101-432-4410-503	648.00	115102	Postage Meter Maintenance Contract
	101-432 Total		9,886.17		
Frontier Ag & Turf	101-450	101-450-4211-000	75.96	115070	Saw chain
U.S. Bank Visa	101-450	101-450-4211-000	69.62	115116	The Home Depot/Paint
U.S. Bank Visa	101-450	101-450-4211-000	239.26	115116	All Seasons Rental/Concrete for Memorial bench at Country Lakes
U.S. Bank Visa	101-450	101-450-4240-000	111.52	115116	Site One Landscape/Flowzone battery
WSB & Associates Inc.	101-450	101-450-4300-000	994.50	115122	July 2021 Trail Maintenance Project
T-Mobile USA Inc	101-450	101-450-4321-000	50.29	115114	Cell Phone/Wi-Fi Service
DeGardner Richard	101-450	101-450-4330-000	89.60	115066	Park Tours
Connexus Energy	101-450	101-450-4381-000	68.64	115061	Electric
Centennial Utilities	101-450	101-450-4383-000	20.23	115054	Natural Gas
Centennial Utilities	101-450	101-450-4383-000	50.98	115054	Natural Gas
Centennial Utilities	101-450	101-450-4383-000	64.11	115054	Natural Gas
CenterPoint Energy	101-450	101-450-4383-000	35.38	115055	Natural Gas
Walters Recycling & Refuse	101-450	101-450-4384-000	242.96	115119	Trash & Recycling
Jimmy's Johnnys	101-450	101-450-4410-000	60.00	115079	Toilet Rental - Clearwater Creek Park
Jimmy's Johnnys	101-450	101-450-4410-000	60.00	115079	Toilet Rental - Marshan Park
Jimmy's Johnnys	101-450	101-450-4410-000	80.00	115079	Toilet Rental - Lino Park
Jimmy's Johnnys	101-450	101-450-4410-000	60.00	115079	Toilet Rental - City Hall Park
Jimmy's Johnnys	101-450	101-450-4410-000	60.00	115079	Toilet Rental - Highland Meadows Park



**AP Checks by Account Number
9/27/2021 City Council Meeting**

Vendor	Fund/Dept	Account	Amount	Check #	Description
Jimmy's Johnnys	101-450	101-450-4410-000	60.00	115079	Toilet Rental - Sunset Oaks Park
Jimmy's Johnnys	101-450	101-450-4410-000	60.00	115079	Toilet Rental - Birch Park
Jimmy's Johnnys	101-450	101-450-4410-000	60.00	115079	Toilet Rental - Behm's Park
Jimmy's Johnnys	101-450	101-450-4410-000	180.00	115079	Toilet Rental - Sunrise Park
Northway Irrigation/Landscape	101-450	101-450-4410-000	1,211.87	115096	Community Green Rain Bird
Jacon LLC	101-450	101-450-5000-000	67,978.59	115078	Tower Park Improvement Project
WSB & Associates Inc.	101-450	101-450-5000-000	5,545.75	115122	July 2021 Tower Park Site Improvements
		101-450 Total	77,529.26		
U.S. Bank Visa	101-461	101-461-4240-000	27.77	115116	The Home Depot/Herbicide sprayers and pruning tool
T-Mobile USA Inc	101-461	101-461-4321-000	29.16	115114	Cell Phone/Wi-Fi Service
U.S. Bank Visa	101-461	101-461-4330-000	8.00	115116	State of Minnesota/Parking for Pesticide Applicator test
U.S. Bank Visa	101-461	101-461-4330-000	190.00	115116	U of M/Pesticide Applicator Recertification Course - A. Nelson
U.S. Bank Visa	101-461	101-461-4330-000	10.00	115116	MN Dept of Ag/Testing fee Pesticide Applicator License-A. Nelson
		101-461 Total	264.93		
U.S. Bank Visa	101-462	101-462-4200-000	211.61	115116	Green Paper Products/Biodegradable forks spoons plates
Davis Phillip	101-462	101-462-4330-000	27.55	115065	Organic Site Tours
Walters Recycling & Refuse	101-462	101-462-4410-000	76.05	115119	Organic Recycling
Walters Recycling & Refuse	101-462	101-462-4410-000	64.35	115119	Organic Recycling
Walters Recycling & Refuse	101-462	101-462-4410-000	40.95	115119	Organic Recycling
Walters Recycling & Refuse	101-462	101-462-4410-000	76.05	115119	Organic Recycling
		101-462 Total	496.56		
Centennial Utilities	202-451	202-451-4383-000	580.35	115054	Natural Gas
		202-451 Total	580.35		
Image Printing & Graphics Inc	205-497	205-497-4410-000	714.49	115075	Lino Lakes Community Fest yard signs parade staging and signs
		205-497 Total	714.49		
State of MN - Department of Finance	208-420	208-420-4300-000	6.00	115109	Forfeiture Distribution
State of MN - Department of Finance	208-420	208-420-4300-000	15.40	115109	Forfeiture Distribution
State of MN - Department of Finance	208-420	208-420-4300-000	139.60	115109	Forfeiture Distribution
		208-420 Total	161.00		
U.S. Bank Visa	211-420	211-420-4211-000	75.09	115116	Chewy.com/Argos Food
		211-420 Total	75.09		
AFC Carpentry LLC	401-432	401-432-5000-000	1,200.00	115048	Sealing gap in roof
Edina Painting Company	401-432	401-432-5000-000	19,540.00	115068	Refinishing wood structures on exterior of building
NAC Mechanical & Electrical	401-432	401-432-5000-000	37,500.00	115094	Boiler Replacement
		401-432 Total	58,240.00		
WSB & Associates Inc.	406-499	406-499-4304-123	203.25	115122	July 49 & J Lift Station Sewer and Water Extension
WSB & Associates Inc.	406-499	406-499-4304-127	41,940.30	115122	July Water Tower No. 3
WSB & Associates Inc.	406-499	406-499-4304-136	246.00	115122	July 2021 Birch Street Watermain Improvements
		406-499 Total	42,389.55		
WSB & Associates Inc.	421-499	421-499-4304-137	17,097.50	115122	July 2021 Street Improvement Projects
WSB & Associates Inc.	421-499	421-499-4304-140	1,769.25	115122	July 2021 Street Maintenance Project
Haugo Geo Technical Services LLC	421-499	421-499-4400-137	5,703.00	115071	2021 Street Improvement Projects
T.A. Schifsky and Sons Inc.	421-499	421-499-4400-137	153,962.17	115111	2021 Street Improvement Projects
		421-499 Total	178,531.92		
U.S. CAD Holdings LLC	422-499	422-499-4300-000	297.00	115117	Bluebean Revu Standard Renewal Maintenance & Support
WSB & Associates Inc.	422-499	422-499-4304-000	1,029.50	115122	July Winters Wetland Bank
WSB & Associates Inc.	422-499	422-499-4304-000	106.25	115122	July MS4 Services
WSB & Associates Inc.	422-499	422-499-4304-000	1,819.75	115122	July East Region Plan - Northeast Drainage Area
WSB & Associates Inc.	422-499	422-499-4304-000	1,771.25	115122	July Storm Water Utility
Jacon LLC	422-499	422-499-4400-125	64,669.79	115078	NE Drainage Area Improvements
		422-499 Total	69,693.54		
WSB & Associates Inc.	424-499	424-499-4304-000	4,958.75	115122	July 2021 Pond Surveys
WSB & Associates Inc.	424-499	424-499-4304-000	711.00	115122	July 2021 Surface Water Maintenance Project
		424-499 Total	5,669.75		
Wolkerstorfer Contracting	425-499	425-499-4300-138	9,100.00	115121	Concrete sidewalk
		425-499 Total	9,100.00		
Landform	484-499	484-499-4300-000	4,755.00	115081	Zoning Ordinance and Map Update
		484-499 Total	4,755.00		
Core & Main LP	601-494	601-494-4211-000	6,339.85	115062	Hydrant extension kits
Menards - Forest Lake	601-494	601-494-4211-000	10.72	115088	Irrigation repair - Number for Well House
U.S. Bank Visa	601-494	601-494-4211-000	1,151.22	115116	Safety Sign/3 - Worker Ahead signs 4 - stands for signs



**AP Checks by Account Number
9/27/2021 City Council Meeting**

Vendor	Fund/Dept	Account	Amount	Check #	Description
Core & Main LP	601-494	601-494-4215-000	3,479.67	115062	Meters
Core & Main LP	601-494	601-494-4215-000	5,117.17	115062	Meters
Core & Main LP	601-494	601-494-4215-000	2,188.24	115062	Meter horns
Core & Main LP	601-494	601-494-4215-000	154.11	115062	Meter horns
Hawkins Inc.	601-494	601-494-4222-000	9,340.96	115072	Chlorine Hydrofluosilicic Acid and LPC-5
WSB & Associates Inc.	601-494	601-494-4300-000	1,170.00	115122	July Risk Assessment and Emergency Response Plan
WSB & Associates Inc.	601-494	601-494-4304-000	1,110.00	115122	July 2021 General Engineering Services
WSB & Associates Inc.	601-494	601-494-4304-000	302.25	115122	July 2021 Water Service Condition Review (Hawthorn and WSL)
WSB & Associates Inc.	601-494	601-494-4304-000	181.50	115122	July 2021 GPS/GIS Miscellaneous Assistance
City of Roseville	601-494	601-494-4310-000	729.00	115057	September IT Services
Comcast	601-494	601-494-4321-000	124.26	115059	Phone & Internet
TDS Metrocom MN	601-494	601-494-4321-000	39.78	115113	Phone Services
T-Mobile USA Inc	601-494	601-494-4321-000	83.46	115114	Cell Phone/Wi-Fi Service
U.S. Bank Visa	601-494	601-494-4322-000	436.80	115116	Image Printing/September Postage
U.S. Bank Visa	601-494	601-494-4340-000	188.01	115116	Image Printing/September E-Statement Flyer
Connexus Energy	601-494	601-494-4381-000	2,836.06	115061	Electric
CenterPoint Energy	601-494	601-494-4383-000	62.63	115055	Natural Gas
SBRK Finance Holdings Inc	601-494	601-494-4410-000	348.00	115106	August UB Web Payments Trans Fee/Acct Fee
U.S. Bank Visa	601-494	601-494-4410-000	153.85	115116	Image Printing/September Statements & Mail Prep
WSB & Associates Inc.	601-494	601-494-5000-000	162.50	115122	July Well House No. 1 Rehabilitation
	601-494 Total		35,710.04		
U.S. Bank Visa	602-495	602-495-4211-000	467.64	115116	Amazon/Surge protectors for Lift Stations
U.S. Bank Visa	602-495	602-495-4211-000	479.92	115116	Calebas/4 sets of rain coats and pants for Utilities employees
W.W. Goetsch Associates Inc.	602-495	602-495-4211-000	1,620.00	115118	Lift Station mixer improvements
WSB & Associates Inc.	602-495	602-495-4300-000	304.00	115122	July Lift Station No. 5 Forcemain Rehabilitation
WSB & Associates Inc.	602-495	602-495-4304-000	60.50	115122	July 2021 GPS/GIS Miscellaneous Assistance
WSB & Associates Inc.	602-495	602-495-4304-000	1,110.00	115122	July 2021 General Engineering Services
City of Roseville	602-495	602-495-4310-000	729.00	115057	September IT Services
T-Mobile USA Inc	602-495	602-495-4321-000	83.47	115114	Cell Phone/Wi-Fi Service
U.S. Bank Visa	602-495	602-495-4322-000	436.80	115116	Image Printing/September Postage
U.S. Bank Visa	602-495	602-495-4340-000	188.01	115116	Image Printing/September E-Statement Flyer
Connexus Energy	602-495	602-495-4381-000	725.26	115061	Electric
Centennial Utilities	602-495	602-495-4383-000	20.01	115054	Natural Gas
CenterPoint Energy	602-495	602-495-4383-000	98.13	115055	Natural Gas
CenterPoint Energy	602-495	602-495-4383-000	16.07	115055	Natural Gas - Lift Station 14 - Acct #11398474-4
SBRK Finance Holdings Inc	602-495	602-495-4410-000	348.00	115106	August UB Web Payments Trans Fee/Acct Fee
U.S. Bank Visa	602-495	602-495-4410-000	153.85	115116	Image Printing/September Statements & Mail Prep
	602-495 Total		6,840.66		
Anoka County Property Records & Taxation	801-000	801-000-2300-000	46.00	115050	Butler Addition Ordinance
Slater George & Janelle	801-000	801-000-2300-000	329.54	115108	Escrow Closure - 7869 Meadow View Trail
WSB & Associates Inc.	801-000	801-000-2300-000	3,804.00	115122	July Lyngblomsten Senior Housing
WSB & Associates Inc.	801-000	801-000-2300-000	58.50	115122	July Huntson Addition Concept Plan
WSB & Associates Inc.	801-000	801-000-2302-102	207.00	115122	July Eastside Villas
WSB & Associates Inc.	801-000	801-000-2304-102	1,076.50	115122	July Butler Addition
WSB & Associates Inc.	801-000	801-000-2315-102	440.00	115122	July Nadeau Acres
WSB & Associates Inc.	801-000	801-000-2315-102	3,634.50	115122	July Nadeau Acres 2nd Addition
Ivy Ridge Home Builders Inc.	801-000	801-000-2318-000	3,400.00	115077	Escrow Release - 2154 Dogwood St
Lennar MN Division	801-000	801-000-2318-000	3,400.00	115085	Escrow Release - 2055 Balsam Way
Lennar MN Division	801-000	801-000-2318-000	5,400.00	115085	Escrow Release - 7220 Crane Drive
Lennar MN Division	801-000	801-000-2318-000	5,400.00	115085	Escrow Release - 2078 Balsam Way
Lennar MN Division	801-000	801-000-2318-000	4,400.00	115085	Escrow Release - 2039 Balsam Way
Lennar MN Division	801-000	801-000-2318-000	4,400.00	115085	Escrow Release - 7209 Crane Drive
Lennar MN Division	801-000	801-000-2318-000	5,400.00	115085	Escrow Release - 7221 Crane Drive
Lennar MN Division	801-000	801-000-2318-000	5,400.00	115085	Escrow Release - 2031 Diamond Lane
Lennar MN Division	801-000	801-000-2318-000	5,400.00	115085	Escrow Release - 7311 Geneva Ct
Lennar MN Division	801-000	801-000-2318-000	5,400.00	115085	Escrow Release - 2113 Harriet Lane
Lennar MN Division	801-000	801-000-2318-000	3,400.00	115085	Escrow Release - 2040 Diamond Lane
Lennar MN Division	801-000	801-000-2318-000	6,300.00	115085	Escrow Release - 7304 Crane Drive
Lennar MN Division	801-000	801-000-2318-000	3,400.00	115085	Escrow Release - 7204 Crane Drive
Lennar MN Division	801-000	801-000-2318-000	7,400.00	115085	Escrow Release - 7213 Crane Drive
Lennar MN Division	801-000	801-000-2318-000	3,400.00	115085	Escrow Release - 2101 Harriet Lane



**AP Checks by Account Number
9/27/2021 City Council Meeting**

Vendor	Fund/Dept	Account	Amount	Check #	Description
Lennar MN Division	801-000	801-000-2318-000	2,400.00	115085	Escrow Release - 2047 Diamond Lane
Lennar MN Division	801-000	801-000-2318-000	5,400.00	115085	Escrow Release - 2050 Balsam Way
Lennar MN Division	801-000	801-000-2318-000	6,300.00	115085	Escrow Release - 7312 Crane Drive
Lennar MN Division	801-000	801-000-2318-000	3,400.00	115085	Escrow Release - 2082 Balsam Way
WSB & Associates Inc.	801-000	801-000-2321-102	793.25	115122	July Lino B - Otter Crossing
WSB & Associates Inc.	801-000	801-000-2327-102	3,457.50	115122	July Watermark 4th Addition
WSB & Associates Inc.	801-000	801-000-2331-102	117.00	115122	July Bald Eagle Addition
WSB & Associates Inc.	801-000	801-000-2336-102	276.00	115122	July Watermark 1st Addition
WSB & Associates Inc.	801-000	801-000-2351-103	480.00	115122	July Laborer's Training Center
WSB & Associates Inc.	801-000	801-000-2355-102	3,616.75	115122	July Watermark 3rd Addition
WSB & Associates Inc.	801-000	801-000-2359-102	138.00	115122	July Saddle Club 4th Addition
	801-000 Total		107,874.54		
Ecological Strategies LLC	810-499	810-499-4410-000	2,200.00	115067	Site Survey-Management Planning Oversight Conservation Outlots
	810-499 Total		2,200.00		
	Grand Total		776,636.95		



Electronic Funds Transfer
MN Statute 471.38 Subd. 3

Council Meeting September 27, 2021

Transfer In/(Out)

9/8/2021 Wire to MCM	(600,000.00)
9/10/2021 Wire from 4M (Gen Acct)	900,000.00
9/10/2021 TASC 2020 Settlement	7.58
9/16/2021 Building Permit Surcharge	(4,310.08)
9/17/2021 Payroll #19	(142,544.71)
9/17/2021 Payroll #19 Federal Deposit	(42,127.73)
9/17/2021 Payroll #19 PERA	(46,580.60)
9/17/2021 Payroll #19 State	(9,880.00)
9/17/2021 Payroll #19 Child Support	(284.77)
9/17/2021 Payroll #19 H.S.A. Bank Pretax	(3,078.79)
9/17/2021 Payroll #19 TASC Pretax	(644.20)
9/17/2021 Payroll #19 ICMA 457 Def. Comp #301596	(4,470.00)
9/17/2021 Payroll #19 ICMA Roth IRA #706155	(880.75)
9/17/2021 Payroll #19 MSRS HCSP #98946-01	(1,747.31)
9/17/2021 Payroll #19 MSRS Def. Comp #98945-01	(3,543.00)
9/17/2021 Payroll #19 MSRS Roth IRA #98945-01	(755.00)
9/20/2021 Sales & Use Tax	(1,466.00)

CITY COUNCIL WORK SESSION

DRAFT

**CITY OF LINO LAKES
MINUTES**

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DATE : September 13, 2021
TIME STARTED : 5:00 p.m.
TIME ENDED : 6:25 p.m.
MEMBERS PRESENT : Council Member Stoesz, Lyden,
Cavegn and Mayor Rafferty
MEMBERS ABSENT : Councilmember Ruhland

Beginning at 5:00 p.m., the council interviewed applicants for two open positions on the Environmental Board. The council concurred that they would consider formal action to appoint the following two applicants (for terms for the remainder of 2021 and to be reappointed for three-year terms commencing at the beginning of 2022): Jonathan Parsons; Lindsay Buchmeier.

Staff members present: City Administrator Sarah Cotton; Community Development Director Michael Grochala; City Planner Katie Larsen; City Engineer Diane Hankee; Human Resources and Communications Manager Meg Sawyer; Communications Specialist Andrea Turner; Public Services Director Rick DeGardner; City Clerk Julie Bartell

1. Employee Appreciation Event – Administrator Cotton first noted the formation of a new employee appreciation group (employees). An event has been planned for September 23rd at Fire Station #1. She is requesting that the council consider closing City Hall for a portion of the afternoon (after 2:30 p.m.) to allow all employees to participate. Councilmember Stoesz suggested proper signage for the public. Absentee voting must proceed; details to allow for that process will be developed.

The council concurred with the closing of city hall for the event.

2. Review Regular Agenda –

Item 1H – School Resource Officer - Councilmember Stoesz asked how the position was handled during COVID and how officers are assigned to this position.

Item 3A – Denial of Peddler License (Joshua’s Pest Control) – The council posed questions about the process of denial and City Clerk Bartell explained that the City Code is clear on a basis for denial; the background information and Better Business Bureau information is included in the staff letter.

Staff was directed to review the process for refunding background check fees.

Item 5C – Park Naming/Renaming Recommendations – Director DeGardner noted the Park Board’s recommendation to name a new park and rename an existing park – Tower Park and Main Street Park.

CITY COUNCIL WORK SESSION

DRAFT

39 Councilmember Stoesz asked if there are any parks anticipated in the Main Street area in
40 the next ten years that would conflict with a Main Street Park name. Staff indicated that
41 additional park development would be well into the future under the comprehensive plan.

42 Councilmember Lyden said he can get excited about the name Tower Park but not so
43 much for Main Street Park.

44 The council said they would like to proceed with the Tower Park naming but hold off on
45 the other. More communication will occur for more ideas for City Hall Park renaming.

46 **Item 6A** – Interim Ordinance, Moratorium for Mini Self-Storage Facilities -

47 Councilmember Cavegn asked if there were issues with a current project that spurred this
48 idea. City Planner Larsen said yes; staff is seeing areas for improvement.

49 Councilmember Stoesz asked why the council hasn't seen this in a work session prior to
50 full council consideration. He wishes the council could have had a little more
51 discussion.

52 Councilmember Lyden remarked that structure defines function – he'd like a broader look
53 perhaps to look at residential development in that context.

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55 The meeting was adjourned at 6:25 p.m.

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57 These minutes were considered, corrected and approved at the regular Council meeting held on
58 September 27, 2021.

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Julianne Bartell, City Clerk

Rob Rafferty, Mayor

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COUNCIL MINUTES

DRAFT

**LINO LAKES CITY COUNCIL
REGULAR MEETING
MINUTES**

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DATE : September 13, 2021
TIME STARTED : 6:30 p.m.
TIME ENDED : 7:00 p.m.
MEMBERS PRESENT : Councilmember Stoesz, Lyden,
Cavegn and Mayor Rafferty
MEMBERS ABSENT : Councilmember Ruhland

Staff members present: City Administrator Sarah Cotton; Community Development Director Michael Grochala; City Planner Katie Larsen; City Engineer Diane Hankee; Human Resources and Communications Manager Meg Sawyer; Communications Specilist Andrea Turner; City Clerk Julie Bartell

PUBLIC COMMENT

There were no public comments.

SETTING THE AGENDA

The agenda was approved as presented.

SPECIAL PRESENTATION

Proclamation of United States Constitution Week, September 17-23.

CONSENT AGENDA

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

ITEM **ACTION**

Consideration of Expenditures:

- | | | |
|----|------------------------------------------------------------------------------------------------------------------------------------------|----------|
| A) | September 13, 2021 (Check No.114947 through 115044 in the Amount of \$939,545.06 | Approved |
| B) | Consider Approval of August 9, 2021 Work Session Minutes | Approved |
| C) | Consider Approval of August 23, 2021 Work Session Minutes | Approved |
| D) | Consider Approval of August 23, 2021 Council Meeting Minutes | Approved |
| E) | Consider Approval of August 23, 2021 Closed Session Minutes | Approved |
| F) | Consider Approval of August 23, 2021 Special Session Minutes (budget) | Approved |
| G) | Consider approval of Resolution 21-89, Application for Temporary On-Sale Liquor and Exempt Gambling Permit for the Lino Lakes Lions Club | Approved |

COUNCIL MINUTES

DRAFT

- 41 H) Consider Approval of School Resource Officer 2021/22
42 Contract Approved
- 43 I) Consider Approval of August 9, 2021 Special Session Minutes
44 (budget) Approved
- 45 J) Consider Approval of Resolution 21-96, Approving On-Sale
46 Wine, 3.2 On-Sale and Sunday Sales Liquor License for
47 Mac Kitchen Approved

FINANCE DEPARTMENT REPORT

48 There was no report from the Finance Department.

ADMINISTRATION DEPARTMENT REPORT

49 **3A) Consider Resolution 21-95 Denying Application for Joshua's Pest Control Peddler License Application-** City Clerk Bartell noted that the City requires a license for selling door to door. The requirements of receiving such a license are included in the City Code. Moxie Services MN LLC, dba Joshua's Pest Control, has submitted an application for a Peddler License. Based on findings of a staff review and background check, it has been determined that the applicant does not meet the requirements of the city code. Specific information and findings are included in the staff report. Staff requests council consideration of Resolution No. 21-95 denying the request for a Peddler's License.

50 Councilmember Lyden moved to approve Resolution No. 21-95 as presented. Councilmember Cavegn seconded the motion. Motion carried on a voice vote.

PUBLIC SAFETY DEPARTMENT REPORT

51 There was no report from the Public Safety Department.

PUBLIC SERVICES DEPARTMENT REPORT

52 **5A) Consider Resolution 21-92, Approving GameDay Sports Lino Lakes Recreation Center Brand/Marketing Proposal** – Public Services Director DeGardner read his written report. Staff is proposing that the council approve a brand and marketing proposal by GameDay Sports for the Lino Lakes Recreation Center. The three basic elements will be brand development, a marketing plan, and grand opening events. Mr. DeGardner added that WSB & Associates is generously offering services of two of their staff members to assist with the efforts.

53 Councilmember Stoesz moved to approve Resolution No. 21-92 as presented. Councilmember Lyden seconded the motion. Motion carried on a voice vote.

54 **5B) Consider Resolution 21-93, Approving DSGW Architectural Services Proposal** – Public Services Director DeGardner explained that the resolution would approve proceeding with a proposal for architectural services. The proposal for services is included in the staff report and includes basic services related to basic renovation and enhancements for the facility.

55 Councilmember Stoesz asked if it would be appropriate to request that part of this process include looking at opening the park outside the center. Mr. DeGardner explained that wouldn't be in the scope of this work.

56 Councilmember Cavegn moved to approve Resolution No. 21-93 as presented. Councilmember Stoesz seconded the motion. Motion carried on a voice vote.

COUNCIL MINUTES

DRAFT

81 **5C) Consider Resolution 21-94, Naming Park at Centerville Road and Birch Street and**
82 **Consider Renaming Current City Hall Park** – Public Services Director DeGardner read his
83 written report requesting that the council approve a resolution naming and renaming certain City
84 parks in alignment with the recommendation of the City Park Board.

85 Mayor Rafferty noted the discussion of this matter at the council worksession. The Tower Park
86 name was embraced but the council discussed waiting on the Main Street park renaming.

87 Councilmember Stoesz moved to approve Resolution No. 21-94 as amended to approve the naming
88 of Tower Park but postponing consideration of renaming City Hall Park. Councilmember Lyden
89 seconded the motion. Motion carried on a voice vote.

COMMUNITY DEVELOPMENT REPORT

91 **6A) Consider 1st Reading of Ordinance No. 09-21 Interim Ordinance Creating a Moratorium**
92 **for Mini Self-Storage Facilities** – City Planner Larsen explained that staff and the Planning and
93 Zoning Board held a public hearing last week on this interim ordinance establishing a moratorium on
94 mini self-storage facilities in the City. This would give staff an opportunity to review zoning
95 regulations.

96 Mayor Rafferty remarked that it's important to take a look at ordinances/regulations when necessary.
97 There is an opportunity for more council review and discussion prior to the second reading in two
98 weeks.

99 Councilmember Lyden moved to approve the 1st Reading of Ordinance No. 09-21, as presented.
100 Councilmember Cavegn seconded the motion. Motion carried on a voice vote.

101 **6B) Consider Resolution No. 21-97, Accepting Quote and Awarding Contract, 2021 Water**
102 **Service Condition Review** – City Engineer Hankee explained that a water service condition review
103 is recommended. Staff has found change orders are the result of inadequate review. Better to
104 understand what's down there before bidding on projects. This could also guide the work that needs
105 to be done, i.e. if water service work isn't done, more road work could occur. Staff is
106 recommending approval of the quote received.

107 Mayor Rafferty explained that this would give the City and engineer a bigger picture going into
108 project planning. He appreciates staff's efforts in bringing this forward.

109 When Councilmember Cavegn asked about how information will be used, Ms. Hankee said that
110 information will allow staff to plan these projects better. There would be full replacement of
111 services when problems are indicated as a proactive measure.

112 Councilmember Stoesz asked about water service impact during the study; Ms. Hankee said water
113 would be out for a single day (notices will be involved).

114 Councilmember Cavegn moved to approve Resolution No. 21-97 as presented. Councilmember
115 Stoesz seconded the motion. Motion carried on a voice vote.

116 **6C) Consider Resolution No. 21-98, Approving Participation in the Local Housing**
117 **Incentives Account Program Under the Metropolitan Livable Communities Act-** Community
118 Development Director Grochala reviewed his written report requesting council approval for City
119 participation in this program. He noted past participation and benefits of participation.

120 Councilmember Cavegn moved to approve Resolution No. 21-98 as presented. Councilmember
121 Lyden seconded the motion. Motion carried on a voice vote.

COUNCIL MINUTES

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122 **UNFINISHED BUSINESS**

123 There was no Unfinished Business.

124

125 **NEW BUSINESS**

126 There was no New Business.

127

128 **COMMUNITY EVENTS**

129 There were no events announced.

130 **COMMUNITY CALENDAR**

131

<i>Community Calendar – A Look Ahead</i>			
September 13, 2021 through September 27, 2021			
✚	Monday, September 27	6:00 pm, Community Room	Council Work Session
✚	Monday, September 27	6:30 pm, Council Chambers	City Council Meeting

136

137 **ADJOURN**

138

139 There being no further business, Councilmember Cavegn moved to adjourn at 7:00 p.m.
140 Councilmember Lyden seconded the motion. Motion carried on a voice vote.

141

142 These minutes were considered and approved at the regular Council Meeting on September 27,
143 2021.

144

145

146

147

148 _____
Julianne Bartell, City Clerk

_____ Rob Rafferty, Mayor

149

COUNCIL MINUTES

DRAFT

**LINO LAKES CITY COUNCIL
SPECIAL MEETING
MINUTES**

DATE : September 7, 2021
TIME STARTED : 5:40 p.m.
TIME ENDED : 5:48 p.m.
MEMBERS PRESENT : Councilmember Stoesz, Lyden,
Ruhland, Cavegn and Mayor Rafferty
MEMBERS ABSENT :

Staff members present: City Administrator Sarah Cotton; Finance Director Hannah Lynch; City Clerk Julie Bartell

PUBLIC COMMENT

There were no public comments.

SETTING THE AGENDA

The agenda was approved as presented.

ADMINISTRATION DEPARTMENT REPORT

1A) Consider Resolution No. 21-90, Authorizing Execution of a License Agreement with the State of Minnesota for Use of the Lino Lakes Recreation Center – City Administrator Cotton reviewed the written staff report. The proposal by the State of Minnesota to lease the rec facility is laid out in report, including options to extend use past October 31. A base rent is included in the agreement. The site would be open for testing Monday – Friday, during the hours of 11:00 a.m. through 6:00 p.m. and the State would like to keep open the option of utilizing the site for vaccinations but would never do so at the same time as testing. Booster vaccination may be a part of the program if that becomes appropriate.

Councilmember Stoesz asked if it’s appropriate to approve this use without having full agreement on when renovations could begin for use of the facility as a recreation center. Ms. Cotton explained that she’s worked with Director DeGardner to make sure there are no schedule issues with work that could occur there.

Councilmember Ruhland moved to approve Resolution No. 21-90 as presented. Councilmember Lyden seconded the motion. Motion carried on a voice vote.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

There was no New Business.

ADJOURN

COUNCIL MINUTES

DRAFT

43 There being no further business, Councilmember Stoesz moved to adjourn at 5:48 p.m.
44 Councilmember Ruhland seconded the motion. Motion carried on a voice vote.

45
46 These minutes were considered and approved at the regular Council Meeting on September 27,
47 2021.

48
49
50

51 _____
52 Julianne Bartell, City Clerk

_____ Rob Rafferty, Mayor

**CITY COUNCIL
AGENDA ITEM 1E**

STAFF ORIGINATOR: Lisa Hogstad-Osterhues, Deputy Clerk

MEETING DATE: September 27, 2021

TOPIC: Advisory Board Appointment

VOTE REQUIRED: 3/5

INTRODUCTION

Each year, the City council appoints or reappoints citizens to serve on council advisory boards/committee.

Currently there are 2 open terms due to resignations on the Environmental Board.

BACKGROUND

Interviews were conducted September 13, 2021 with the following results:

Environmental Board 2 Seats

Lindsay Buchmeier
Jonathan Parsons

Mrs. Buchmeier and Ms. Parsons would fill the two open terms through December 31, 2021 with the option of city council reappointing them in January 1, 2021 for a 3 year term running through December 31, 2024.

RECOMMENDATION

Approve Environmental Board appointments as listed above.

**CITY COUNCIL
AGENDA ITEM 1F**

STAFF ORIGINATOR: Lisa Hogstad-Osterhues, Deputy Clerk

MEETING DATE: September 27, 2021

TOPIC: Consider Approval of Application for Exempt Permit for Lawful Gambling Conducted by Knights of Columbus #9905 at St. Joseph Catholic Church

VOTE REQUIRED: 3/5 Vote

INTRODUCTION

The Knights of Columbus #9905 have applied for an exempt permit to conduct a raffle on Saturday, January 8, 2022 for a fundraiser benefit event. Funds raised will be used for educational scholarships.

BACKGROUND

Non-profit organizations are allowed, under the State Gambling Statutes, to apply for an exemption from a gambling license if they conduct five (5) or fewer gambling occasions per calendar year. The Knights of Columbus #9905 conducts five (5) or less per calendar and, therefore, remains exempt from requiring a gambling license.

Minnesota Statutes, Chapter 349, Section 349.166, Subd. 2 does, however, require that the non-profit organizations applying for the exemption permit, notify the city that they are applying for the exemption and receive local approval.

The application and background materials are on file in City Clerk's office.

RECOMMENDATION

Adopt a motion approving the application for exemption with no waiting period.

**CITY COUNCIL
AGENDA ITEM 1G**

STAFF ORIGINATOR: Julie Bartell, City Clerk

MEETING DATE: September 27, 2021

TOPIC: Resolution No. 21-105, Election Judge Approval

VOTE REQUIRED: 3/5

INTRODUCTION

The City of Lino Lakes will conduct a municipal election to elect a mayor and two council members on November 2, 2021.

BACKGROUND

The governing body of a municipality has the authority to appoint qualified applicants to serve as election judges. Attached is a list of qualified individuals who, if appointed, will be trained to serve as Lino Lakes' Election Judges for the 2021 General Election.

RECOMMENDATION

Staff recommends approval of Resolution No. 21-105, Appointing Election Judges for the November 2, 2021 Election.

ATTACHMENTS

Election Judge Roster
Resolution 21-105

**CITY OF LINO LAKES
RESOLUTION NO. 21-105**

APPOINTING ELECTION JUDGES FOR THE NOVEMBER 2, 2021 ELECTION

WHEREAS, a municipal and special election will be held on November 2, 2021; and

WHEREAS, pursuant to Minnesota Statutes, Section 204B.20, election judges shall be appointed to serve in an election precinct and the appointing authority shall designate a judge to serve as the head election judge; and

WHEREAS, training sessions for election judges in Lino Lakes are provided through an on-line program; and

WHEREAS, Minnesota Statutes, Section 204B.21, Subd. 2, requires appointments be made before the election at which the election judges will serve;

NOW, THEREFORE BE IT RESOLVED by The City Council of The City of Lino Lakes that the attached list of certified eligible voters are hereby appointed to serve as election judges and head judges for the 2021 Election if called to do so.

Adopted by the Council of the City of Lino Lakes this 27th day of September, 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

Poll Worker Report, 2021 General Local Fall Election

General Election, Tuesday, November 2, 2021

Lino Lakes P-1

Public Works Building, 1189 Main ST, Lino Lakes, MN 55014

Pamela Jacobson, Head Judge
Jo Anne Bucholz, Election Judge
Kelly Damiani, Election Judge
Kathi Gallup, Election Judge
Dawn Maxwell, Election Judge
Deborah Odell-Davis, Election Judge
Calvin Winbush, Election Judge
Hannah Joy Nordlund, Student Judge

Lino Lakes P-2

Lino Lakes Fire Station #1, 7741 Lake Dr, Lino Lakes, MN 55014

Colleen Borys, Head Judge
John Nordlund, Head Judge
Charlene Antoine, Election Judge
R Kent Barnard, Election Judge
Darman Berg, Election Judge
Dara Gades, Election Judge
Megan Helling, Election Judge
Patrick McCool, Election Judge

Lino Lakes P-3

St. Joseph's Catholic Church, 171 Elm ST, Lino Lakes, MN 55014

Eileen Couture, Head Judge
Uyanga Bayandalai, Election Judge
Rebecca Bilder, Election Judge
Jaclynn Gunn, Election Judge
Sharon Kranz, Election Judge
Leanne Petyo, Election Judge
Ann Rauch, Election Judge

Lino Lakes P-4

Civic Complex, 600 Town Center PKWY, Lino Lakes, MN 55014

Juliane Kvalbein, Head Judge
Kathryn McCool, Head Judge
Martin Asleson, Election Judge
Carol Blomberg, Election Judge
Steve Kahat, Election Judge
Michelle Swanson, Election Judge
Zhenfen Zhao, Election Judge
Melanie Zierden, Election Judge

Lino Lakes P-5

Rice Creek Covenant Church, 125 Ash ST, Lino Lakes, MN 55126

Mary Fogarty, Head Judge
Kristine Kroll, Head Judge
Andrew Cravero, Election Judge
Debra Cravero, Election Judge
Ruth Howard, Election Judge
Sue Hughes, Election Judge
Ruth Lee, Election Judge
Elisabeth Rohde, Election Judge

Lino Lakes P-6

Poll Worker Report, 2021 General Local Fall Election

Living Waters Lutheran Church, 865 Birch St, Lino Lakes, MN 55014

Kimberli Johnson, Head Judge

Betty Utecht, Head Judge

Joel Andrychowicz, Election Judge

William Binder, Election Judge

Howard Juni, Election Judge

Jeff Lucey, Election Judge

Dorothy Jean Roeser, Election Judge

Lino Lakes P-7

Rice Lake Elementary School, 575 Birch ST, Lino Lakes, MN 55014

Loerane Surma-Heine, Head Judge

Angela Carlson, Election Judge

Patricia Doocy, Election Judge

Steven Heiskary, Election Judge

Stephen Minar, Election Judge

Denise Palmer, Election Judge

Marg Penn, Election Judge

Gregory Rogers, Election Judge

CITY COUNCIL WORK SESSION

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**CITY OF LINO LAKES
MINUTES**

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DATE : September 7, 2021
TIME STARTED : 6:00 p.m.
TIME ENDED : 8:03 p.m.
MEMBERS PRESENT : Council Member Stoesz, Lyden, Ruhland,
Cavegn and Mayor Rafferty
MEMBERS ABSENT : None

Staff members present: City Administrator Sarah Cotton; Finance Director Hannah Lynch; Human Resources and Communications Manager Meg Sawyer; Community Development Director Michael Grochala; City Planner Katie Larsen; Public Services Director Rick DeGardner; Director of Public Safety John Swenson; City Clerk Julie Bartell

1. Alexandra House Presentation – Public Safety Director Swenson recalled council discussion at a budget meeting and a council direction to hear from Alexandra House.

Connie Moore, Executive Director, explained that Alexandra House is an emergency shelter with a housing service element. Within the shelter program they provide services depending on needs, including referrals, employment assistance, counseling, legal advocacy, hospital response, volunteer program and more. They have been in Anoka County for almost 45 years, starting as a helpline. They have increased capacity over the years and also utilize hotel and motels. They are the only shelter of their type in Anoka County. Officials contact them when domestic violence occurs. There is nothing they do that isn't in partnership with the community. They provide services virtually as necessary and that may be a permanent change in some cases. They also offer an elder abuse program. They also provide community education. This past year they saw an increase in the volume of services needed. Most program participants are from Anoka County. There has been a huge increase in the last five years for Anoka families using the emergency shelter.

Councilmember Ruhland asked about staff size and if they are able to meet all the demands. Ms. Moore talked more about their services and how they are keeping up, noting that Allina Health chose the organization to do a pilot project for hospital assistance (volunteers are key). Court hearings are not happening in person right now. Ms. Moore explained how they are generally called into situations – law enforcement does an assessment and if information is gathered indicating the need, they provide services. Ms. Moore noted the number of domestic violence homicides the past year and current this year.

Councilmember Lyden noted that service models are always changing and this year has

CITY COUNCIL WORK SESSION

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44 changed even more. He discussed with Ms. Moore how the health and welfare checks
45 are occurring (differently?) in this City.

46

47 Director Swenson noted that Alexandra House has been a major resource for the Lino
48 Lakes Public Safety Department. Police officers encounter domestic violence situations
49 and being able to refer to Alexandra House is at the core of trying to resolve issues long
50 term. A police officer visit is a short term fix. With respect to sexual assault advocacy,
51 he cannot overstate the value of their services – the value to victims is vital. When this
52 community experienced an uptick in domestic assault, Alexandra House was ready to
53 help.

54

55 When Councilmember Lyden asked how much funding they seek from the City, Ms.
56 Moore noted \$5,000. She added that they receive funding from other cities (some request
57 a contract for services). Alexandra House does keep information on the cost for their
58 services in the City and it is \$12,720.

59

60 Director Swenson added that he knows that the court system relies on advocates and the
61 prosecutor for the City does as well.

62

63 Councilmember Cavegn asked how they cover the shortage if the City doesn't pay it.
64 Ms. Moore noted fundraising, foundations, community organizations, government
65 funding. The larger foundations may not fund in Anoka County so that's a bit of a
66 challenge.

67

68 Mayor Rafferty thanked Ms. Moore for her time and information provided.

69

70 **Statewide Volunteer Firefighters Retirement Plan** – Human Resources and
71 Communications Manager Sawyer read her written report that outlines the City's option
72 to increase its benefit level to full time firefighters under the Statewide Volunteer
73 Firefighter Retirement Plan, based on recent state legislation. Noted was information
74 provided by the Public Employees Retirement Fund (PERA) that indicates the City's fund
75 is financially able to support an increase. Ms. Sawyer also reviewed state law changes
76 that will allow for reimbursement of pension costs for full-time fire personnel, indicating
77 that increased benefits would come at no cost to the City.

78

79 Mayor Rafferty remarked that firefighters serve the City well and this proposal would
80 increase the retirement benefit to them. The increase should also help with retention in
81 the firefighter position.

82

83 Councilmember Ruhland asked for further information on the law change on
84 reimbursement. Director Swenson explained that the City's ability to increase the
85 benefit level has always been there; in terms of City dollars, there have been no general
86 revenue funds past the first year as it is fully funded by fire state aid dollars. Public
87 Safety Director Swenson added that the City cannot seek the reimbursement noted unless
88 the fund is fully funded.

CITY COUNCIL WORK SESSION

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The council directed staff to prepare a resolution (on increasing the benefit) and work on formalizing an allocation plan (on reimbursement), both to be considered for formal council action.

2. **Huntson Addition Concept Plan** – (Councilmember Ruhland moved to sit in the audience). City Planner Larsen noted that what the council is seeing is strictly a concept plan - a general overview and high level conversation to inform the property owners, Mike Ruhland and his wife. The property in question is located at 6941 Ware Road and is a four acre parcel that the owners wish to divide to develop one six unit townhome building and one two unit building.

Ms. Larsen reviewed a PowerPoint that included information on the following:

- Aerial Map;
- 2040 Future Land Use Plan (different MDRs);
- Density chart – how many units does a four acre parcel have to take on; the proposal includes nine units which puts the proposal within range, with the understanding that wetlands and roadway would have an impact;
- Property is currently zoned rural; future zoning changes would be required;
- For a PUD, public benefit should be determined;
- Split site plan for two parcels;
- Oak Hollow Street – one side would be six townhomes and other side a two unit structure;
- Square footage base lots are required for both developments and the sites do not meet those requirements;
- Wetlands on properties noted;
- Staff comments (review of preliminary findings);
- Preliminary design standards noted;
- Utilities would be required;
- Advisory Board comments reviewed.

Ms. Larsen noted that staff is requesting general feedback from the council.

Councilmember Cavegn noted concern about proposed lot size and garage width. He asked if the applicant would consider twin homes rather than townhomes.

Applicant Mike Ruhland noted that he attended the (area) housing association meeting and, considering their feedback, he is feeling now that he may want to make some changes to the proposal.

Councilmember Stoesz asked if there is any concern about storm water drainage; City Planner Larsen remarked that each development is required to have a plan.

Councilmember Lyden asked about the property to the west; Ms. Larsen said there is a single family house there. Councilmember Lyden noted the single family housing that

CITY COUNCIL WORK SESSION

DRAFT

134 exists in the area and he wonders if a similar design could be a consideration. Mr.
135 Ruhland explained that his vision is individuality even with a row home development.

136
137 Mayor Rafferty remarked that he has worked to be in tune with some of the facts – nearby
138 Raven’s Hollow is a PUD and it fits; that’s the kind of development that would be more
139 acceptable for the neighbors he believes. He has historically tried to avoid anything less
140 than fifty foot lots.

141
142 Councilmember Stoesz asked if a private drive would help this development; the council
143 also discussed the cul-de-sac element. Planner Larsen explained that staff is actually
144 looking at some changes to the cul-de-sac ordinance (updating).

145
146 Mr. Ruhland suggested that there will be information forthcoming, after they relook at the
147 project.

148
149 **3. Advisory Board Appointment – Environmental Board** – Administrator Cotton
150 reviewed the written report. There are two openings however they do not expire at the
151 same time and one term expires at the end of this year. She noted two applicants
152 remaining from the last round of appointments and that those two applicants were
153 interviewed already. Beyond that, one new application has been received and that person
154 has not been interviewed. She reviewed options presented by staff.

155
156 The council will interview all candidates prior to an upcoming council meeting
157 (September 13th or 27th). Terms may be changed to realignment and make them
158 appropriately scattered.

159
160 **4. Livable Communities Act Participation** – Community Development Director
161 Grochala reviewed his staff report that outlines participation requirements and benefits.
162 Some grant eligibility is based on participation in this program. There are more upsides
163 than downsides. The City has been a participant since 1996 and dropped off last year
164 because the Comp Plan wasn’t done.

165
166 The council concurred that the matter will move forward to the council.

167
168 **5. 2022 Draft Budget and Tax Levy** – Finance Director Lynch noted Page 2 of the
169 annual budget as it shows changes from the council’s first discussion to tonight. Staff
170 has brought the budget down to a 41.0 tax rate as requested by the council. Changes that
171 would bring the budget to that level are noted; some are changes in funding source (to
172 reserves). She noted attachments relating to recreation program funding (\$52,000) that
173 would bring the tax rate to 41.209 and an explanation of the phase in for a new fire duty
174 crew. Ms. Lynch did note that updated tax capacity numbers have not been received from
175 the county and that could mean some change to the numbers.

176
177 Administrator Cotton noted areas that could fluctuate due to estimates such as health
178 insurance rates.

CITY COUNCIL WORK SESSION

DRAFT

179

180 Mayor Rafferty noted an update to the information that provides an option for a lower tax
181 rate. He'd like to begin the discussion at that lower rate of 40.95. He suggested that
182 tonight's discussion is about moving forward a preliminary budget and tax rate – not a
183 final one. More discussion can be had.

184

185 Councilmember Lyden said he is grappling with this on many levels but he is okay with
186 that figure becoming the maximum.

187

188 Councilmember Cavegn said he'd like to have the parks and recreation funding included
189 even it raises the rate a bit. Mayor Rafferty suggested that he's comfortable that can be
190 worked in and that this maximum will still work out.

191

192 Councilmember Ruhland said he's okay with 40.95.

193

194 Councilmember Stoesz is fine as long as total revenue is accurate.

195

196 Mayor Rafferty noted outstanding discussions:

- 197 - Warming houses;
- 198 - Blue Heron Days;
- 199 - Rec Center.

200

201 **6. Rec Center Update** – Public Services Director DeGardner reviewed his written
202 report. He noted Mr. Bourassa's generous assistance in bringing parties and talent
203 together. Staff is trying to continue on the process of moving toward an eventual
204 opening of the rec center based on the recommendations of the ISG report.

205

206 Councilmember Stoesz asked how marketing can be done when the product isn't exactly
207 clear. Mr. DeGardner suggested people have a good idea of what this will be, at least
208 from staff's perspective; he feels that the council expects staff to keep moving forward.
209 Mr. DeGardner remarked on the importance of rebranding the facility for success in the
210 future. Staff thinks the majority of the city council is on board with that direction.

211

212 Councilmember Lyden suggested a rebranding following the concept "Lino Lakes Life
213 and Sports Center".

214

215 Community Development Director Grochala noted that there are components necessary to
216 move forward – branding is an important element. It even gets into monetizing the brand.

217

218 Director DeGardner noted that they don't know exactly what this will entail but it's
219 important to keep moving toward this phase – to see what these people can come up with.
220 The proposal is three different phases. The total cost was noted.

221

222 Councilmember Stoesz noted the ongoing bond expense (monthly) and suggested that is a
223 steady expense so it's important to get things going.

CITY COUNCIL WORK SESSION

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Mayor Rafferty asked what the \$6,500 cost would cover and Mr. DeGardner suggested it's an honest estimate of general work and not specific work such as architectural changes, etc.

Councilmember Stoesz asked if the City owns land by the freeway for signage and Administrator Cotton noted that the entrance to Town Center Parkway would be one targeted sign area.

The council concurred with staff's proposal and authorized placement on the next council agenda as a business item.

Director DeGardner then noted the request to create a recreation center steering committee and a request for two members of the council to participate. He stressed the need to bring in people that have energy and are devoted to bringing this project to fruition. This group will be very important and he recommends that only those people fully committed and with a "will to win" should be involved.

Mayor Rafferty and all councilmembers volunteered for service.

Councilmember Lyden challenged Mayor Rafferty's insistence on being a representative to the group. Councilmember Ruhland withdrew his interest based on time commitment.

Each councilmember was allowed to cast two votes for who would participate in the steering group. The results were:

- Rafferty – 4
- Lyden – 2
- Stoesz – 2
- Cavegn – 2

Another vote (for one position) was taken to break the tie:

- Stoesz – 3
- Lyden - 2

7. Council Updates on Boards/Commissions, City Council

There were no updates.

The meeting was adjourned at 8:03 p.m.

These minutes were considered, corrected and approved at the regular Council meeting held on September 27, 2021.

CITY COUNCIL WORK SESSION

DRAFT

269

270

271

272

273

Julianne Bartell, City Clerk

Rob Rafferty, Mayor

**CITY COUNCIL
AGENDA ITEM 2A**

STAFF ORIGINATOR: Hannah Lynch, Finance Director

MEETING DATE: September 27, 2021

TOPIC: Resolution No. 21-99, Adopting the Preliminary 2021 Tax Levy, Collectible in 2022

VOTE REQUIRED: Simple Majority

BACKGROUND

Minnesota State Statutes require the City of Lino Lakes to adopt and certify a preliminary tax levy for the coming year on or before September 30th.

The City Council and staff have met several times to discuss budget and levy considerations for 2022. The total preliminary levy includes dollars for the general operating budget as well as bonded indebtedness.

City Council and staff reviewed a proposed preliminary tax levy at the September 7, 2021 Work Session. Since that work session staff has received updated net tax capacity values from Anoka County, confirmed 2022 health and dental insurance premium increases, and included funding for special event programming and warming house attendants. Changes from the September 7th proposed budget are further detailed on page 3 of the attached budget document.

The preliminary 2021/2022 levy includes resources for on-going city operations and contingencies for unforeseen expenditures. The proposed preliminary tax levy of \$11,869,044 represents a \$727,229 or 6.53% increase over the 2020/2021 tax levy. Over the last year the City's net tax capacity value has grown by an estimated 5.63 %. The levy is estimated to result in a city tax rate of 40.373% for 2022, an increase from the 2021 tax rate of 40.109%.

The preliminary levy in Resolution No. 21-99 represents the City's maximum levy for 2022. The final levy may be decreased, but the preliminary levy cannot be raised when it is adopted in December.

The levy may be further reviewed by the City Council and staff prior to the public hearing on the levy in December for changes, if necessary.

RECOMMENDATION

Staff recommends adoption of Resolution No. 21-99.

ATTACHMENTS

Resolution No. 21-99
2022 Annual Budget – Preliminary

**CITY OF LINO LAKES
RESOLUTION NO. 21-99**

**RESOLUTION ADOPTING THE PRELIMINARY 2021 TAX LEVY, COLLECTIBLE IN
2022**

WHEREAS, Minnesota State Statutes grant local governments the authority to levy property taxes to finance the operations of the local jurisdiction; and,

WHEREAS, the City of Lino Lakes annually levies property taxes to finance general operating costs and annual debt service on outstanding indebtedness; and,

WHEREAS, the City Council of Lino Lakes has reviewed the proposed 2022 General Fund operating budget and the preliminary 2021 tax levy, collectible in 2022; and,

WHEREAS, the preliminary levy is the maximum that the City will levy for tax year 2021, collectible in 2022, and which may be lowered but cannot be increased before adopting the final tax levy; and,

WHEREAS, the City Council must certify the preliminary 2021 tax levy, collectible in 2022 to the Anoka County Auditor by September 30, 2021.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Lino Lakes, Minnesota, hereby does levy on a preliminary basis the following upon taxable property in said City of Lino Lakes:

1. Total amount levied in the year 2021 to be spread for taxes due and payable in the year of 2022 is \$11,869,044.
2. The total amount levied is for the following purposes:

<u>General Operating Levy</u>	\$9,840,600
<u>Bonded Indebtedness</u>	
Equipment Certificates 2019	139,493
Equipment Certificates 2020	106,042
G.O. Bond 2012A	178,794
G.O. Bond 2015A	267,869
EDA Lease/Revenue Bond 2015	316,300
G.O. Tax Abatement Refunding Bond 2016C	325,054
G.O. Bond 2018A	485,212
G.O. Bond 2021A	<u>209,680</u>
Total Bonded Indebtedness:	<u>2,028,444</u>
 TOTAL LEVIES	 <u>11,869,044</u>

Adopted by the City Council of the City of Lino Lakes this 27th day of September, 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

2022 ANNUAL BUDGET

Preliminary Adoption – September 27, 2021



**CITY OF LINO LAKES
2021-2022 BUDGET SUMMARY**

	Adopted 2021	9/27/2021	\$ Change	% Change
		Preliminary 2022		
<u>Tax Levy</u>				
Operating Levy	9,232,367	9,840,600	608,233	6.59%
Debt Levy	1,909,448	2,028,444	118,996	6.23%
Total Tax Levy	<u>11,141,815</u>	<u>11,869,044</u>	<u>727,229</u>	<u>6.53%</u>

General Fund Budget

Revenues				
Property Taxes	9,271,367	8,838,876	(432,491)	-4.66%
Special Assessments	-	-	-	***
Business Licenses and Permits	143,959	143,175	(784)	-0.54%
Non-Business Licenses and Permits	799,060	888,627	89,567	11.21%
Intergovernmental	631,523	674,504	42,981	6.81%
Charges for Services	305,059	287,672	(17,387)	-5.70%
Fines and Forfeits	106,100	100,600	(5,500)	-5.18%
Investment Earnings	30,000	30,000	-	0.00%
Miscellaneous	210,500	211,057	557	0.26%
Use of Reserves	21,832	500,000	478,168	2190.22%
Transfer From Other Funds	-	40,000	40,000	***
Total Revenues	<u>11,519,400</u>	<u>11,714,511</u>	<u>195,111</u>	<u>1.69%</u>

Expenditures				
Administration	1,487,143	1,600,783	113,640	7.64%
Community Development	834,741	773,005	(61,736)	-7.40%
Public Safety	5,443,612	5,961,511	517,899	9.51%
Public Services	2,752,791	3,032,462	279,671	10.16%
Other	1,001,113	346,750	(654,363)	-65.36%
Total Expenditures	<u>11,519,400</u>	<u>11,714,511</u>	<u>195,111</u>	<u>1.69%</u>

Tax Rate

<u>40.109%</u>	<u>40.373%</u>
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**CITY OF LINO LAKES
2022 PROPOSED BUDGET SUMMARY**

	7/26/2021 Proposed 2022	8/9/2021 Proposed 2022	8/23/2021 Proposed 2022	9/7/2021 Proposed 2022	9/27/2021 Preliminary 2022	\$ Change	% Change
<u>Tax Levy</u>							
Operating Levy	10,670,130	10,191,063	10,191,063	9,842,848	9,840,600	(2,248)	-0.02%
Debt Levy	2,028,444	2,028,444	2,028,444	2,028,444	2,028,444	-	0.00%
Total Tax Levy	<u>12,698,574</u>	<u>12,219,507</u>	<u>12,219,507</u>	<u>11,871,292</u>	<u>11,869,044</u>	<u>(2,248)</u>	<u>-0.02%</u>

General Fund Budget

Revenues							
Property Taxes	9,438,406	9,184,339	9,184,339	8,851,124	8,838,876	(12,248)	-0.14%
Special Assessments	-	-	-	-	-	-	***
Business Licenses and Permits	143,175	143,175	143,175	143,175	143,175	-	0.00%
Non-Business Licenses and Perr	888,627	888,627	888,627	888,627	888,627	-	0.00%
Intergovernmental	657,981	652,864	652,864	674,567	674,504	(63)	-0.01%
Charges for Services	287,672	287,672	287,672	287,672	287,672	-	0.00%
Fines and Forfeits	100,600	100,600	100,600	100,600	100,600	-	0.00%
Investment Earnings	30,000	30,000	30,000	30,000	30,000	-	0.00%
Miscellaneous	211,057	211,057	211,057	211,057	211,057	-	0.00%
Use of Reserves	-	100,000	100,000	500,000	500,000	-	0.00%
Transfer From Other Funds	40,000	40,000	40,000	40,000	40,000	-	0.00%
Total Revenues	<u>11,797,518</u>	<u>11,638,334</u>	<u>11,638,334</u>	<u>11,726,822</u>	<u>11,714,511</u>	<u>(12,311)</u>	<u>-0.10%</u>

Expenditures							
Administration	1,644,608	1,610,678	1,610,678	1,617,545	1,600,783	(16,762)	-1.04%
Community Development	866,845	779,198	779,198	773,898	773,005	(893)	-0.12%
Public Safety	6,185,154	6,147,801	6,147,801	5,981,884	5,961,511	(20,373)	-0.34%
Public Services	3,025,911	2,925,657	2,925,657	2,994,245	3,032,462	38,217	1.28%
Other	75,000	175,000	175,000	359,250	346,750	(12,500)	-3.48%
Total Expenditures	<u>11,797,518</u>	<u>11,638,334</u>	<u>11,638,334</u>	<u>11,726,822</u>	<u>11,714,511</u>	<u>(12,311)</u>	<u>-0.10%</u>

<u>Tax Rate</u>	<u>44.533%</u>	<u>42.620%</u>	<u>42.388%</u>	<u>41.000%</u>	<u>40.373%</u>
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**General Fund Budget and Operating Tax Levy
Changes from 9/7/2021 Proposed**

Amount (1)	Fund	Dept	Account	Description	Reserves (2)
(12,500)	101	450	4410	Resurface Six 1/2 Court Basketball Courts	12,500
-	101	499	4910	Transfer Remaining Reserves to Capital Equipment Replacement Fund for 2023 Use	(12,500)
(610)	101	407	4310	Metro iNet Final 2022 Budget	
(41,639)	101	4xx	41xx	Health and Dental Insurance Premiums	
63	101	000	3360	SCORE Grant for Recycling Efforts	
24,594	101	451	41xx	PT Recreation Coordinator	
17,844	101	451	41xx	Warming House Attendants	
10,000	205	Operating Levy		Blue Heron Days	
<u>(2,248)</u>					<u>-</u>

- (1) Effect on Operating Levy
(2) Effect on Use of Reserves

**Enterprise Fund Budgets
Changes from 9/7/2021 Proposed**

Amount	Fund	Dept	Account	Description
170	601	494	4310	Metro iNet Final 2022 Budget
170	602	495	4310	Metro iNet Final 2022 Budget
65	603	496	4310	Metro iNet Final 2022 Budget
(1,362)	601	494	41xx	Health and Dental Insurance Premiums
(1,362)	602	495	41xx	Health and Dental Insurance Premiums
(798)	603	496	41xx	Health and Dental Insurance Premiums
<u>(3,117)</u>				

**CITY OF LINO LAKES
2022 PROPOSED TAX LEVY**

			Adopted 2019	Adopted 2020	Adopted 2021	Proposed 2022	2021-2022	
							\$ Change	% Change
Operating Levy	Fund							
General Fund	101		7,298,124	7,440,756	8,306,254	8,798,376	492,122	5.92%
Summer Playground Program (1)	201		-	11,500	-	-	-	0.00%
Blue Heron Days (1)	205		10,000	10,000	-	10,000	10,000	0.00%
Capital Equipment Replacement (2)	402		-	-	-	150,000	150,000	0.00%
Office Equipment Replacement (1)	403		25,000	25,000	25,000	25,000	-	0.00%
Street Maintenance (1)	421		630,000	661,500	711,113	782,224	71,111	10.00%
Storm Water Maintenance (1)	424		140,000	130,000	130,000	-	(130,000)	(100.00%)
Park and Trail Improvements (1)	425		90,000	90,000	60,000	75,000	15,000	25.00%
Total Operating Levy			8,193,124	8,368,756	9,232,367	9,840,600	608,233	6.59%
Debt Levy	Final Levy Year	Purpose						
Certificate of Indebtedness 2015B	2020	Fire Capital Equipment	213,119	214,216	-	-	-	***
Certificate of Indebtedness 2016	2020	Police/Fleet Capital Equipment	167,559	-	-	-	-	***
Certificate of Indebtedness 2017	2020	Police/Fleet Capital Equipment	111,395	111,353	-	-	-	***
Certificate of Indebtedness 2018	2021	Police/Fleet Capital Equipment	115,211	107,100	106,050	-	(106,050)	(100.00%)
Certificate of Indebtedness 2019	2022	Police/Fleet Capital Equipment	-	140,119	140,307	139,493	(814)	(0.58%)
Certificate of Indebtedness 2020	2023	Police/Fleet Capital Equipment	-	-	105,929	106,042	113	***
G.O. Bond 2012A (3)	2023	Main St/Lake Dr & Birch St/Ware Rd Traffic Signals/Refund 2003A Series Bonds (Elm Street, Twilight Acres Water Main, Century Farm Lift Station)	180,012	178,080	175,896	178,794	2,898	1.65%
G.O. Bond 2015A (3)	2030	Shenandoah Area Street Reconstruction Improv	215,972	222,692	219,227	216,497	(2,730)	(1.25%)
G.O. Bond 2015A - Abatement Portion	2026	Birch Street Sanitary Sewer Ext & Turn Lanes	54,206	48,536	47,696	51,372	3,676	7.71%
EDA Lease/Revenue Bond 2015	2035	Fire Station #2	315,722	317,297	316,877	316,300	(577)	(0.18%)
G.O. Tax Abatement Refunding Bond 2016C	2022	City's Participation in YMCA Project	289,097	301,571	313,567	325,054	11,487	3.66%
G.O Bond 2018A	2033	West Shadow Lake Dr & LaMotte Area Street Reconstruction Improv/Lake Dr Watermain/Tri	200,000	481,799	483,899	485,212	1,313	0.27%
G.O Bond 2021A	2031	4th Ave, Joyer Ln, Karth Rd, Talle Ln, Canfield Rd, and Gaage Ln Street Reconstruction Improv	-	-	-	209,680	209,680	***
Total Debt Levy			1,862,292	2,122,762	1,909,448	2,028,444	118,996	6.23%
Total Levy			10,055,416	10,491,518	11,141,815	11,869,044	727,229	6.53%

(1) Levied in General Fund and transferred to respective funds prior to 2022. Shown separately for comparison purposes.
(2) Pay-As-You-Go capital equipment funding (Certificates of Indebtedness issued in prior years).
(3) Levy result of Voter-Approved Referendum.

**CITY OF LINO LAKES
2022 PROPOSED TAX CAPACITY RATE**

	Actual 2019	Actual 2020	Adopted 2021	Actual 2021	Proposed 2022
Taxable Market Value	2,082,803,803	2,299,471,394	2,456,365,382	2,435,156,410	2,591,537,885 *
<i>Annual % Change</i>	6.27%	10.40%	6.82%	5.90%	6.42%
Total Tax Capacity Value	22,687,236	24,887,837	26,835,151	26,491,445	27,959,614 *
Less FD Contribution in Value	1,322,808	1,486,924	1,537,086	1,537,086	1,643,524
Less Captured Value for Tax Increment	606,568	717,399	777,720	845,716	850,000 *
Total Net Tax Capacity Value	20,757,860	22,683,514	24,520,345	24,108,643	25,466,090
<i>Annual % Change</i>	5.63%	9.28%	8.10%	6.28%	5.63%
	Actual 2019	Actual 2020	Adopted 2021	Actual 2021	Proposed 2022
Total Levy	10,055,416	10,491,518	11,141,815	11,141,815	11,869,044
Less FD Distribution	1,375,292	1,447,780	1,472,118	1,472,118	1,587,612 *
Total Net Levy for Tax Rate	8,680,124	9,043,738	9,669,697	9,669,697	10,281,432
<i>Annual % Change</i>	3.14%	4.19%	6.92%	6.92%	6.33%
City Tax Capacity Rate	41.817%	39.870%	39.437%	40.109%	40.373%

*Preliminary Estimate from Anoka County

**CITY OF LINO LAKES
2022 PROPOSED GENERAL FUND REVENUE**

	Actual 2019	Actual 2020	Budget 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Proposed 2022	\$ Increase/ Decrease	% Increase/ Decrease
Property Taxes	8,161,217	8,342,664	9,271,367	0	9,271,367	(432,491)	8,838,876	(432,491)	(4.66%)
Special Assessments	106	0	0	0	0	0	0	0	***
Business Licenses and Permits	145,822	94,758	143,959	29,496	143,959	(784)	143,175	(784)	(0.54%)
Non-Business Licenses and Permits	795,747	877,693	799,060	754,678	799,060	89,567	888,627	89,567	11.21%
Intergovernmental	623,256	617,816	631,523	147,619	656,523	17,981	674,504	42,981	6.81%
Charges for Services	344,685	273,285	305,059	136,448	280,059	7,613	287,672	(17,387)	(5.70%)
Fines and Forfeits	98,390	76,811	106,100	35,226	106,100	(5,500)	100,600	(5,500)	(5.18%)
Investment Earnings	159,482	122,482	30,000	(5,112)	30,000	0	30,000	0	0.00%
Miscellaneous	902,133	191,069	210,500	95,923	210,500	557	211,057	557	0.26%
Other Financing Sources	256,480	380,560	21,832	0	0	540,000	540,000	518,168	2373.43%
TOTAL REVENUES	11,487,319	10,977,138	11,519,400	1,194,276	11,497,568	216,943	11,714,511	195,111	1.69%

**CITY OF LINO LAKES
2022 PROPOSED GENERAL FUND REVENUE**

Account Number	Actual 2019	Actual 2020	Budget 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Proposed 2022	Budget Detail	
Property Taxes									
General Property Tax	101-000-3010-000	7,026,344	8,292,860	9,232,367	0	9,232,367	(433,991)	8,798,376	Levy for General Operations
Delinquent taxes	101-000-3020-000	30,708	49,225	35,000	0	35,000	5,000	40,000	Prior Year(s) Delinquencies
Fiscal Disparities	101-000-3040-000	1,102,010	0	0	0	0	0	0	
Excess Tax Increments	101-000-3050-000	1	0	0	0	0	0	0	
Tax Forfeits	101-000-3060-000	1,509	0	0	0	0	0	0	
Penalties & Interest	101-000-3150-000	645	578	4,000	0	4,000	(3,500)	500	
		8,161,217	8,342,664	9,271,367	0	9,271,367	(432,491)	8,838,876	
Special Assessments									
Current Assessments	101-000-3110-000	106	0	0	0	0	0	0	
		106	0	0	0	0	0	0	
Business Licenses and Permits									
Liquor License - Bar	101-000-3201-000	27,750	25,133	32,000	(783)	32,000	0	32,000	License to Sell Liquor for On-Premises Consumption
Liquor License - Beer	101-000-3202-000	950	750	1,000	(117)	1,000	0	1,000	License to Sell Beer for On-Premises Consumption
Off-Sale Liquor	101-000-3203-000	2,000	2,483	2,000	1,400	2,000	0	2,000	License to Sell Packaged Liquor for Off-Premises Consumption
Sunday Liquor License	101-000-3204-000	1,600	3,883	1,900	0	1,900	0	1,900	License to Sell Liquor for On-Premises Consumption on Sunday
Club Liquor License	101-000-3205-000	300	250	300	0	300	0	300	
Investigation Fee	101-000-3208-000	838	810	1,000	155	1,000	0	1,000	Fee to Perform Background Investigation for Liquor License Apps
Garbage Removal License	101-000-3209-000	1,830	1,740	1,700	1,930	1,700	0	1,700	Annual License to Collect Refuse in the City
Temporary Consumption Permit	101-000-3210-000	350	0	300	50	300	0	300	
Cigarette License	101-000-3211-000	700	700	600	650	600	0	600	Annual License to Sell Cigarettes in the City
Contractor's License	101-000-3213-000	13,310	12,230	17,103	5,960	17,103	(812)	16,291	
Rental Housing License	101-000-3215-000	6,532	5,422	5,906	2,716	5,906	28	5,934	
Dance License	101-000-3219-000	35	0	35	35	35	0	35	
Fireworks License	101-000-3220-000	200	100	200	100	200	0	200	
Massage License	101-000-3222-000	1,300	916	1,100	800	1,100	0	1,100	
Peddlers License	101-000-3223-000	2,875	2,900	2,500	1,665	2,500	0	2,500	License for Door-to-Door Sales
Gambling Tax	101-000-3224-000	0	0	0	0	0	0	0	
Lodging Tax	101-000-3225-000	85,252	37,441	76,315	14,935	76,315	0	76,315	
		145,822	94,758	143,959	29,496	143,959	(784)	143,175	
Non-Business Licenses and Permits									
Building Permits	101-000-3250-000	412,691	453,039	445,221	403,875	445,221	70,510	515,731	Value-Based Fee-Covers the Cost of Inspec. & Code Compl.
Plan Inspection Fees	101-000-3251-000	198,309	240,977	200,873	229,582	200,873	1,898	202,771	65% of Bldg Permit Fee to Cover Cost of Plan Review
Erosion Control Permits	101-000-3252-000	19,040	26,400	24,800	26,560	24,800	4,800	29,600	
Plumbing Permits	101-000-3253-000	31,017	38,884	27,227	28,585	27,227	4,483	31,710	
Mechanical Permits	101-000-3254-000	70,300	73,547	58,441	47,317	58,441	7,652	66,093	
Septic Plumbing Permit	101-000-3255-000	5,030	5,750	5,718	1,820	5,718	(141)	5,577	
Septic System Permit	101-000-3256-000	6,000	9,750	6,342	4,500	6,342	525	6,867	
Fence Permit	101-000-3259-000	5,025	5,360	4,063	3,586	4,063	415	4,478	
Dog License	101-000-3260-000	1,375	1,190	1,250	760	1,250	0	1,250	
Sign Permit	101-000-3262-000	1,070	125	1,158	25	1,158	(232)	926	
Road Overweight Permit	101-000-3263-000	0	0	0	0	0	0	0	
Underground Utility Permit	101-000-3264-000	36,738	18,939	15,467	5,327	15,467	3,157	18,624	
Miscellaneous Permits	101-000-3266-000	9,152	3,731	8,500	2,741	8,500	(3,500)	5,000	
		795,747	877,693	799,060	754,678	799,060	89,567	888,627	
Intergovernmental									
TZD Safe Roads Grant	101-000-3314-000	0	0	0	3,756	25,000	0	25,000	Office of Traffic Safety (OTS) Grant Funding
Other Federal Revenue	101-000-3319-000	0	0	0	0	0	0	0	
Local Government Aid	101-000-3340-000	0	0	0	0	0	0	0	
Market Value Homestead Credit	101-000-3341-000	5,412	5,377	4,000	0	4,000	1,000	5,000	
Municipal State Aid	101-000-3345-000	255,335	272,021	270,000	123,268	270,000	(25,000)	245,000	For Maintenance of City-Designated State-Aid Roads
Police State Aid	101-000-3346-000	251,553	263,430	255,000	0	255,000	15,000	270,000	Aid for Police Retirement Plan and POST Training
Other State Revenue	101-000-3348-000	15,666	10,707	10,000	0	10,000	0	10,000	PERA Aid, Other State Grants & Aids
Fire State Aid	101-000-3349-000	0	0	0	0	0	21,703	21,703	
Other Fire Aid	101-000-3351-000	24,272	3,780	14,000	20,595	14,000	6,000	20,000	Fire Training/Ed
Anoka County Solid Waste	101-000-3360-000	71,018	62,502	78,523	0	78,523	(722)	77,801	SCORE Grant for Recycling Efforts
Other Anoka County Revenue	101-000-3364-000	0	0	0	0	0	0	0	
		623,256	617,816	631,523	147,619	656,523	17,981	674,504	

**CITY OF LINO LAKES
2022 PROPOSED GENERAL FUND REVENUE**

Account Number	Actual 2019	Actual 2020	Budget 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Proposed 2022	Budget Detail
Charges for Services								
Land Use Fee	12,562	18,164	7,333	7,889	7,333	2,690	10,023	
Sale of Supplies	51	63	100	17	100	0	100	
Assessment Searches	3,460	9,640	3,500	5,680	3,500	4,500	8,000	
Election Filing Fees	50	20	0	0	0	0	0	
Return Check Fee	0	30	0	30	0	0	0	
SAC/Surcharge Fee	3,741	5,225	4,000	3,739	4,000	1,000	5,000	
Materials for Resale	0	0	0	1	0	0	0	
GIS Map Fee	27,090	9,540	12,000	10,170	12,000	0	12,000	
Police Reports	866	526	800	338	800	0	800	
Police Other Revenues	203,025	138,315	190,000	75,362	165,000	0	165,000	\$25,000 of base budget moved to TZD Safe Roads Grant
Public Works Fees	13,674	8,265	7,500	1,255	7,500	0	7,500	
Other Park Revenues	705	143	750	158	750	(500)	250	
Other Recreation Fees	0	0	0	0	0	0	0	
Administrative Charge - Bonds	0	0	0	0	0	0	0	
Engineering/Planning Charges	29,461	33,354	29,076	10,976	29,076	(77)	28,999	
Investment Management Charge	50,000	50,000	50,000	20,833	50,000	0	50,000	
	344,685	273,285	305,059	136,448	280,059	7,613	287,672	
Fines and Forfeits								
Fines & Forfeits	97,290	76,111	105,500	34,826	105,500	(5,500)	100,000	
Driving Diversion Program (DDP)	1,100	700	600	400	600	0	600	
	98,390	76,811	106,100	35,226	106,100	(5,500)	100,600	
Investment Earnings								
Interest on Investments	94,230	83,333	30,000	(5,112)	30,000	0	30,000	
Change in Fair Value of Investments	65,252	39,149	0	0	0	0	0	
	159,482	122,482	30,000	(5,112)	30,000	0	30,000	
Miscellaneous								
Circle Pines Gas Franchise	58,706	50,142	55,000	25,859	55,000	0	55,000	
Other Solid Waste	3,837	14	3,000	0	3,000	(3,000)	0	
Tree Refunds - Escrows	(951)	0	0	0	0	0	0	
Donations	550	0	500	0	500	0	500	
Refunds & Reimbursements	731,908	29,501	35,000	7,222	35,000	0	35,000	
Bldg Lease Revenue	107,963	110,384	115,000	62,755	115,000	3,557	118,557	
Miscellaneous Revenue	120	1,027	2,000	86	2,000	0	2,000	
	902,133	191,069	210,500	95,923	210,500	557	211,057	
Other Financing Sources								
Use of Fund Reserves	0	0	21,832	0	0	500,000	500,000	Transfer to Capital Equipment Replacement Fund (\$271,750), Transfer to Park and Trail Improvement Fund (\$15,000), Woodridge Estates Street Lights and Wiring (\$125,000), Install Base Lois Lane Trail (\$10,000), Replace Sunrise Park Hockey Rink (\$21,000), Resurface Six 1/2 Court Basketball Courts (\$25,250), Replace Birch Park Rink Lighting (\$9,000), Replace Hydraulic Hoist (\$23,000)
Sale of Fixed Assets	0	560	0	0	0	0	0	
Transfer From Other Funds	256,480	380,000	0	0	0	40,000	40,000	\$40K from Cable TV/Communications Fund
	256,480	380,560	21,832	0	0	540,000	540,000	
Total Revenues	11,487,319	10,977,138	11,519,400	1,194,276	11,497,568	216,943	11,714,511	

**CITY OF LINO LAKES
PERSONNEL TOTALS**

	<u>Actual 2019</u>	<u>Actual 2020</u>	<u>Adopted 2021</u>	<u>Proposed 2022</u>
ADMINISTRATION	4.000	4.000	4.000	5.000 (1)
FINANCE	3.250	3.100	3.100	3.100
ECONOMIC DEVELOPMENT	-	-	-	-
PLANNING & ZONING	1.000	1.000	1.000	1.000
COMMUNITY DEVELOPMENT	2.000	2.000	2.000	1.700 (2)
ENVIRONMENTAL	0.350	0.375	0.375	0.300 (3)
SOLID WASTE	0.300	0.250	0.250	0.200 (3)
FORESTRY	0.350	0.375	0.375	0.250 (3)
POLICE	30.550	30.550	32.550	32.550
FIRE	1.950	1.950	1.950	6.950 (4)
BUILDING INSPECTIONS	3.500	3.500	3.500	4.000 (5)
STREETS	6.650	6.500	6.250	5.900 (6)
FLEET	1.500	1.500	2.200	2.200
GOVERNMENT BUILDINGS	-	-	-	-
PARKS	5.200	5.200	4.950	5.900 (7)
RECREATION	1.350	0.200	-	0.500 (8)
TOTAL GENERAL FUND	61.950	60.500	62.500	69.550
WATER FUND	3.325	3.250	3.250	3.850 (9)
SEWER FUND	3.325	3.250	3.250	3.850 (9)
STORM WATER FUND	-	-	-	1.750 (10)
GRAND TOTAL	68.600	67.000	69.000	79.000

Personnel are shown as Full Time Equivalents (FTE)

- (1) Communications Specialist
- (2) Community Development Director allocated to Water, Sewer and Storm Water
- (3) Environmental Coordinator allocated to Storm Water
- (4) PT Firefighter Duty Crew (4.5 FTE) and Fire Lieutenant/Fire Inspector (0.5 FTE)
- (5) Building Inspector
- (6) Public Services Director and Streets Supervisor allocated to Storm Water
- (7) General Maintenance Worker and allocation of Public Services Director to Storm Water
- (8) PT Recreation Coordinator
- (9) General Maintenance Worker and allocation of Community Development Director
- (10) General Maintenance Worker and allocation of Public Services Director, Community Development Director, Streets Supervisor and Environmental Coordinator

**CITY OF LINO LAKES
2022 PROPOSED GENERAL FUND EXPENDITURES**

DEPT#	DESCRIPTION	Actual 2019	Actual 2020	Budget 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Proposed 2022	\$ Increase/ Decrease	% Increase/ Decrease
ADMINISTRATION										
401	MAYOR AND COUNCIL	78,646	82,571	89,763	31,211	92,283	1,090	93,373	3,610	4.02%
402	ADMINISTRATION	513,626	625,479	551,835	245,790	663,314	3,261	666,575	114,740	20.79%
403	ELECTIONS	15,599	54,003	19,160	4,379	19,060	15,490	34,550	15,390	80.32%
404	CABLE TV	2,471	1,269	2,658	3	2,658	(2,658)	0	(2,658)	(100.00%)
405	CHARTER ADMINISTRATION	325	148	2,500	302	2,500	4,963	7,463	4,963	198.52%
407	FINANCE	674,407	630,191	686,227	296,734	705,601	(44,779)	660,822	(25,405)	(3.70%)
414	LEGAL CONSULTANTS	132,226	119,360	135,000	56,503	135,000	3,000	138,000	3,000	2.22%
TOTAL ADMINISTRATION		1,417,300	1,513,022	1,487,143	634,922	1,620,416	(19,633)	1,600,783	113,640	7.64%
COMMUNITY DEVELOPMENT										
415	ECONOMIC DEVELOPMENT	112,912	67,244	108,484	43,676	111,759	1,910	113,669	5,185	4.78%
416	PLANNING AND ZONING	124,094	131,074	168,048	64,438	173,039	(5,000)	168,039	(9)	(0.01%)
417	ENGINEERING	103,307	110,152	109,760	37,867	107,160	(9,795)	97,365	(12,395)	(11.29%)
418	COMMUNITY DEVELOPMENT	216,050	203,204	235,180	110,866	196,806	(300)	196,506	(38,674)	(16.44%)
461	ENVIRONMENTAL	60,147	47,140	63,341	20,448	59,600	0	59,600	(3,741)	(5.91%)
462	SOLID WASTE ABATEMENT	76,493	55,093	78,523	23,056	77,801	0	77,801	(722)	(0.92%)
463	FORESTRY	71,279	58,653	71,405	19,766	60,025	0	60,025	(11,380)	(15.94%)
TOTAL COMMUNITY DEVELOPMENT		764,282	672,560	834,741	320,117	786,190	(13,185)	773,005	(61,736)	(7.40%)
PUBLIC SAFETY										
420	POLICE PROTECTION	3,845,003	3,874,098	4,368,047	1,796,429	4,581,664	21,325	4,602,989	234,942	5.38%
421	FIRE PROTECTION	564,939	514,564	698,885	265,337	623,908	266,175	890,083	191,198	27.36%
422	BUILDING INSPECTIONS	321,206	348,427	376,680	171,253	380,437	88,002	468,439	91,759	24.36%
TOTAL PUBLIC SAFETY		4,731,147	4,737,089	5,443,612	2,233,019	5,586,009	375,502	5,961,511	517,899	9.51%
PUBLIC SERVICES										
430	STREETS	943,756	847,628	1,008,752	412,131	943,906	92,450	1,036,356	27,604	2.74%
431	FLEET MANAGEMENT	432,828	380,468	559,159	251,310	567,337	24,100	591,437	32,278	5.77%
432	GOVERNMENT BUILDINGS	1,436,942	477,011	494,586	252,870	494,595	22,925	517,520	22,934	4.64%
450	PARKS DEPARTMENT	743,143	582,178	690,294	291,553	686,040	158,671	844,711	154,417	22.37%
451	RECREATION	167,314	101,154	0	713	0	42,438	42,438	42,438	***
TOTAL PUBLIC SERVICES		3,723,983	2,388,439	2,752,791	1,208,577	2,691,878	340,584	3,032,462	279,671	10.16%
OTHERS										
499	CONTINGENCY/TRANSFERS/OTHERS	943,554	931,500	1,001,113	926,113	75,000	271,750	346,750	(654,363)	(65.36%)
TOTAL OTHERS		943,554	931,500	1,001,113	926,113	75,000	271,750	346,750	(654,363)	(65.36%)
TOTAL GENERAL FUND EXPENDITURES		11,580,266	10,242,609	11,519,400	5,322,748	10,759,493	955,018	11,714,511	195,111	1.69%

**CITY OF LINO LAKES
2022 BASE BUDGET ADJUSTMENTS**

DEPARTMENT	ACCT #	NAME	DESCRIPTION	AMOUNT
Mayor and Council	4452	Subscriptions & Dues	LMC membership dues	\$ 590
Mayor and Council	4900	City Marketing	Employee recognition and appreciation	\$ 500
Administration	4340	Printing & Publishing	Recruiting and social media advertisements	\$ 500
Administration	4410	Contracted Services	Reflect true cost of web hosting, NeoGov, doc destruction, and TASC	\$ 1,261
Administration	4452	Subscriptions & Dues	Admin staff membership dues	\$ 1,500
Elections	41xx	Personal Services	Increase in election judges for Primary and General Election	\$ 16,090
Elections	4200	Supplies	Supplies for elections	\$ (600)
Cable TV	4410	Contracted Services	NMTV services at meetings	\$ (2,658)
Charter Administration	4300	Professional Services	Increase in statutory limit on charter directed expenses	\$ 4,963
Finance	4300	Professional Services	Credit card processing fees	\$ 2,000
Finance	4310	Other Consultants	Allocation of Metro iNet and Springbrook subscriptions	\$ (30,639)
Finance	4340	Printing & Publishing	Publishing financial reports in newspaper	\$ 100
Finance	4342	Truth in Taxation	County mailing of TNT notices	\$ 160
Finance	4410	Contracted Services	County Assessment Contract	\$ (16,500)
Finance	4452	Subscriptions & Dues	Finance staff membership dues	\$ 100
Legal	4303	Criminal Attorney	2021-2025 legal services contract	\$ 3,000
Economic Development	4300	Professional Services	Consultant assistance and membership contribution to ACRED	\$ 1,910
Planning	4410	Contracted Services	Zoning Ordinance Updates	\$ (5,000)
Engineering	4410	Contracted Services	Allocation of WSB retainer	\$ (12,795)
Engineering	4410	Contracted Services	Anoka County aerial photography	\$ 3,000
Community Development	4410	Contracted Services	Anoka County GIS	\$ (300)
Police	4211	Maintenance Supplies	Ammunition	\$ (1,000)
Police	4240	Small Tools	Computer replacements and purchase of tasers	\$ 7,575
Police	4300	Professional Services	POST license renewals, bi-annual video systems audit	\$ 1,770
Police	4321	Telephone	Cell phone and wifi increased cost	\$ 696
Police	4330	Travel & Tuition	Tuition reimbursement program	\$ 2,000
Police	4370	Uniforms	Uniform allowance COLA	\$ 368
Police	4410	Contracted Services	Zoom (\$2,400), Alexandra House (\$5,000)	\$ 9,666
Police	4452	Subscriptions & Dues	Police staff membership dues	\$ 250
Fire	41xx	Personal Services	0.5 FTE Fire Lieutenant/Fire Inspector and Duty Crew	\$ 205,235
Fire	4211	Maintenance Supplies	N95 masks, fire suppress foam, floor dry & blades	\$ 975
Fire	4321	Telephone	Two new Verizon air cards for E11 & E12	\$ 840
Fire	4330	Travel & Tuition	Additional training	\$ 5,000
Fire	4370	Uniforms	Duty Crew turn-out gear (\$48,000), other turn-out gear (\$700)	\$ 48,700
Fire	4410	Contracted Services	Decrease from budget to actual analysis	\$ (3,485)
Fire	4452	Subscriptions & Dues	Fire staff membership dues	\$ 310
Fire	5000	Equipment	2 Toughbooks for E11 & E12	\$ 8,600

2022 BASE BUDGET ADJUSTMENTS

DEPARTMENT	ACCT #	NAME	DESCRIPTION	AMOUNT
Building Inspection	41xx	Personal Services	0.5 FTE Building Inspector	\$ 56,552
Building Inspection	4321	Telephone	Increased cell phone and wifi costs	\$ 200
Building Inspection	4410	Contracted Services	MNSPECT inspection services	\$ 31,250
Streets	4300	Professional Services	Cartegraph	\$ 450
Streets	4410	Contracted Services	Contract median and round-a-bout maintenance	\$ 15,000
Streets	4410	Contracted Services	Storm water utility costs moved to utility fund	\$ (48,000)
Streets	5000	Equipment	Replace Woodridge Estates Street Lights and Wiring with reserves	\$ 125,000
Fleet	4211	Maintenance Supplies	Vehicle washes (\$7,300), increase in other supplies (\$1,000)	\$ 8,300
Fleet	4300	Professional Services	Cartegraph	\$ 300
Fleet	4410	Contracted Services	Decrease from budget to actual analysis	\$ (7,500)
Fleet	5000	Equipment	Replace Hydraulic Hoist with reserves	\$ 23,000
Government Buildings	41xx	Personal Services	New seasonal to maintain civic complex grounds	\$ 9,721
Government Buildings	4211	Maintenance Supplies	Civic Complex landscape plants and supplies	\$ 5,000
Government Buildings	4361	Insurance	LMCIT general liability, property, and excess liability insurance	\$ 8,204
Parks	41xx	Personal Services	1 FTE Parks Maintenance Staff	\$ 93,271
Parks	4211	Maintenance Supplies	Install Base Lois Lane Trail (\$10,000) and Replace Sunrise Park Hockey Rink (\$21,000) with reserves	\$ 31,000
Parks	4300	Professional Services	Cartegraph	\$ 150
Parks	4410	Contracted Services	Resurface Six 1/2 Court Basketball Courts (\$25,250) and Replace Birch Park Rink Lighting (\$9,000) with reserves	\$ 34,250
Recreation	41xx	Personal Services	PT Recreation Coordinator & Warming House Attendants	\$ 42,438
Others	4905	Contingency	Decrease due to settled union contracts for 2022	\$ (15,000)
Others	4910	Operating Transfers	Transfer of General Fund reserves to Capital Equipment Replacement Fund	\$ 271,750
Others	4910	Operating Transfers	Transfer of General Fund reserves to Park and Trail Improvement Fund	\$ 15,000
			Total 2022 Adjustments Requested	\$ 955,018
			General Fund Expenditure Base Budget Increase	\$ 166,206
			General Fund Non-General Property Tax Revenue Increase	\$ (110,934)
			General Fund Use of Reserves and Transfers From Other Funds Increase	\$ (518,168)
			Increase in Blue Heron Days Levy	\$ 10,000
			Increase in Capital Equipment Levy	\$ 150,000
			Increase in Pavement Management Levy	\$ 71,111
			Decrease in Storm Water Maintenance Levy	\$ (130,000)
			Increase in Parks and Trails Improvement Levy	\$ 15,000
			Decrease in Existing Debt	\$ (90,684)
			Increase in New Debt	\$ 209,680
			Total 2022 Tax Levy Increase	\$ 727,229

CITY OF LINO LAKES

MAYOR AND COUNCIL (101-401)

Description	Object Code	Actual 2019	Actual 2020	Budget 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Proposed 2022	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	38,106	42,695	44,512	22,056	46,858	0	46,858	100% Mayor 4 - 100% Councilmembers 2 EDA Meetings @ \$40/mtg - \$400
PERA	4121-000	1,876	2,175	2,226	1,103	2,343	0	2,343	
SOCIAL SECURITY	4122-000	1,084	629	645	320	679	0	679	
LIFE INSURANCE	4133-000	0	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	67	70	180	47	203	0	203	
		41,133	45,569	47,563	23,526	50,083	0	50,083	
SUPPLIES									
OFFICE SUPPLIES	4200-000	0	0	0	0	0	0	0	Signature stamps, name plates, special meeting expenses
		0	0	0	0	0	0	0	
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	0	200	4,000	0	4,000	0	4,000	Strategic Planning/Goal Setting Facilitator
TRAVEL & TUITION	4330-000	1,435	550	1,500	0	1,500	0	1,500	LMC Conference, Elected Officials Conference
PRINTING & PUBLISHING	4340-000	28	0	200	0	200	0	200	Meeting Notices
NEWSLETTER	4343-000	14,172	15,953	13,000	6,645	13,000	0	13,000	Spring/Summer, Fall & Winter Newsletters
		15,635	16,703	18,700	6,645	18,700	0	18,700	
CONTRACTUAL SERVICES									
CONTRACTED SERVICES	4410-000	0	103	0	0	0	0	0	
SUBSCRIPTIONS & DUES	4452-000	18,061	18,356	18,500	0	18,500	590	19,090	League of MN Cities, MN Mayors Association
CITY MARKETING	4900-000	3,818	1,840	5,000	1,041	5,000	500	5,500	Flowers, Plaques & Awards, Employee Appreciation, Lino Lakes Ambassadors
		21,879	20,299	23,500	1,041	23,500	1,090	24,590	
TOTAL MAYOR AND COUNCIL		78,646	82,571	89,763	31,211	92,283	1,090	93,373	

CITY OF LINO LAKES

ADMINISTRATION (101-402)

Description	Object Code	Actual 2019	Actual 2020	Adopted 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Proposed 2022	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	376,559	437,027	389,218	179,487	480,789	0	480,789	100% City Administrator
OVERTIME	4102-000	0	377	0	0	0	0	0	100% Human Resource Manager
TEMPORARIES	4106-000	13,016	13,226	16,500	8,517	16,500	0	16,500	100% Communications Specialist*
WELLNESS PROGRAM	4108-000	1,165	476	720	0	720	0	720	100% City Clerk
PERA	4121-000	28,509	28,661	30,429	15,104	37,297	0	37,297	100% Deputy City Clerk
SOCIAL SECURITY	4122-000	28,807	29,228	31,037	14,353	38,043	0	38,043	Temporaries: Scanner Operator
ICMA EMPLOYER	4123-000	0	0	1,694	1,739	1,970	0	1,970	*\$40,000 Transfer from the Cable TV/Communication Fund
HEALTH INSURANCE	4131-000	18,634	17,511	30,871	9,131	35,077	0	35,077	
LIFE & DISABILITY INSURANCE	4133-000	1,085	1,187	1,439	634	1,662	0	1,662	
DENTAL INSURANCE	4134-000	2,117	1,764	2,157	539	2,696	0	2,696	
VEHICLE ALLOWANCE	4135-000	3,600	1,650	0	0	0	0	0	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	2,285	2,466	2,371	1,589	3,161	0	3,161	
		475,776	533,573	506,436	231,092	617,915	0	617,915	
SUPPLIES									
OFFICE SUPPLIES	4200-000	0	24	0	0	0	0	0	
		0	24	0	0	0	0	0	
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	23,610	19,029	15,000	3,458	15,000	0	15,000	Drug/alcohol testing, pre-employment assessments, training, web consulting
LABOR CONSULTANTS	4310-000	1,070	55,651	9,000	2,064	9,000	0	9,000	Labor relations, employment law, contract negotiations, arbitration
TELEPHONE	4321-000	360	360	360	180	360	0	360	Cell Phone Reimbursement
TRAVEL & TUITION	4330-000	5,444	2,572	8,500	1,488	8,500	0	8,500	LMC Conference, ICMA Conference, MAMA Meetings, MCMA Conference, MPELRA Conferences, TCHRA Conference, NPELRA Webinars, City Clerk Certification, MCFOA Conference, Tuition Reimbursement
PRINTING & PUBLISHING	4340-000	852	380	2,000	157	2,000	500	2,500	Legal publications, employment ads, etc.
		31,336	77,991	34,860	7,347	34,860	500	35,360	
CONTRACTUAL SERVICES									
CONTRACTED SERVICES	4410-000	5,284	11,654	9,039	5,897	9,039	1,261	10,300	Gov Office Website, American Legal Online City Code, Document Destruction, TASC, NeoGov
SUBSCRIPTIONS & DUES	4452-000	1,230	2,237	1,500	1,454	1,500	1,500	3,000	MAMA, ICMA, MCMA, MCFOA, MPELRA, IPMA-HR, TCHRA, Chain of Lakes Rotary
		6,513	13,891	10,539	7,351	10,539	2,761	13,300	
TOTAL ADMINISTRATION		513,626	625,479	551,835	245,790	663,314	3,261	666,575	

CITY OF LINO LAKES

ELECTIONS AND VOTERS REGISTRATION (101-403)

Description	Object Code	Actual 2019	Actual 2020	Adopted 2021	June	2022	2022	Proposed 2022	Budget Detail
					YTD 2021	Base Budget	Adjustments Requested		
PERSONAL SERVICES									
SALARIES	4101-000	8,716	45,490	10,000	0	10,000	16,000	26,000	Primary and General Election Judges (Even Years) General Election Judges (Odd Years)
PERA	4121-000	23	243	0	0	0	0	0	
SOCIAL SECURITY	4122-000	25	795	30	0	30	70	100	
WORKER'S COMPENSATION	4151-000	115	163	130	164	130	20	150	
		8,879	46,691	10,160	164	10,160	16,090	26,250	
SUPPLIES									
OFFICE SUPPLIES	4200-000	461	1,104	500	0	1,600	(600)	1,000	Supplies for Elections
		461	1,104	500	0	1,600	(600)	1,000	
OTHER SERVICES AND CHARGES									
POSTAGE	4322-000	34	0	0	0	0	0	0	
TRAVEL & TUITION	4330-000	0	138	0	0	0	0	0	
PRINTING & PUBLISHING	4340-000	1,484	345	2,000	0	800	0	800	Election Ballots (Odd years - City pays cost of municipal election ballots)
		1,518	483	2,000	0	800	0	800	
CONTRACTUAL SERVICES									
CONTRACTED SERVICES	4410-000	4,741	1,048	6,500	4,215	6,500	0	6,500	Voting Equipment System per Anoka County Agreement, Election Polling Site Supervisor (Centennial)
		4,741	1,048	6,500	4,215	6,500	0	6,500	
CAPITAL OUTLAY									
EQUIPMENT	5000-000	0	4,677	0	0	0	0	0	
		0	4,677	0	0	0	0	0	
TOTAL ELECTIONS		15,599	54,003	19,160	4,379	19,060	15,490	34,550	

CITY OF LINO LAKES

CABLE TV (101-404)

Description	Object Code	Actual 2019	Actual 2020	Budget 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Proposed 2022	Budget Detail
PERSONAL SERVICES									
TEMPORARIES	4106-000	2,219	561	0	0	0	0	0	
PERA	4121-000	77	42	0	0	0	0	0	
SOCIAL SECURITY	4122-000	170	43	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	5	3	0	3	0	0	0	
		2,471	649	0	3	0	0	0	
CONTRACTUAL SERVICES									
CONTRACTED SERVICES	4410-000	0	620	2,658	0	2,658	(2,658)	0	
		0	620	2,658	0	2,658	(2,658)	0	
CAPITAL OUTLAY									
EQUIPMENT	5000-000	0	0	0	0	0	0	0	
		0	0	0	0	0	0	0	
TOTAL CABLE TV		2,471	1,269	2,658	3	2,658	(2,658)	0	

CITY OF LINO LAKES

CHARTER ADMINISTRATION (101-405)

Description	Object Code	Actual 2019	Actual 2020	Budget 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Proposed 2022	Budget Detail
OTHER SERVICES AND SUPPLIES									
PROFESSIONAL SERVICES	4300-000	325	148	1,000	302	1,000	0	1,000	Time Savers - Minutes
PROF SERVICES - CHARTER COMM	4300-999	0	0	1,500	0	1,500	4,963	6,463	Charter Commission Directed Expenses
PRINTING & PUBLISHING	4340-000	0	0	0	0	0	0	0	
		325	148	2,500	302	2,500	4,963	7,463	
TOTAL CHARTER ADMINISTRATION		325	148	2,500	302	2,500	4,963	7,463	

CITY OF LINO LAKES

FINANCE (101-407)

Description	Object Code	Actual 2019	Actual 2020	Budget 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Proposed 2022	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	273,623	203,175	244,406	112,320	254,490	0	254,490	85% Finance Director 100% Accountant 75% Accounting Clerk II 50% Office Specialist
OVERTIME	4102-000	0	0	0	0	0	0	0	
TEMPORARIES	4106-000	0	0	0	0	0	0	0	
WELLNESS PROGRAM	4108-000	720	0	720	0	720	0	720	
PERA	4121-000	19,511	15,003	18,330	9,065	19,087	0	19,087	
SOCIAL SECURITY	4122-000	18,912	14,589	18,697	8,172	19,469	0	19,469	
ICMA EMPLOYER CONTRIBUTION	4123-000	0	0	0	0	0	0	0	
HEALTH INSURANCE	4131-000	33,826	33,725	32,971	16,178	40,459	0	40,459	
LIFE & DISABILITY INSURANCE	4133-000	777	741	944	439	1,027	0	1,027	
DENTAL INSURANCE	4134-000	1,114	1,124	1,672	607	1,672	0	1,672	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	1,712	1,317	1,428	1,036	1,618	0	1,618	
		350,195	269,675	319,168	147,816	338,542	0	338,542	
SUPPLIES									
OFFICE SUPPLIES	4200-000	202	467	1,000	280	1,000	0	1,000	Payroll & Accounts Payable Checks, W-2 Forms, 1099 Forms, Other Financial Forms
		202	467	1,000	280	1,000	0	1,000	
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	0	3,750	0	0	0	2,000	2,000	Credit Card Processing Fees and Other Finance Charges
AUDITOR	4308-000	13,609	14,621	15,000	17,668	15,000	0	15,000	General Fund portion of Independent Annual Audit
OTHER CONSULTANTS	4310-000	196,005	227,451	231,859	127,468	231,859	(30,639)	201,220	Metro-iNet Services, Programs & Support (Includes Cisco Telephone), Springbrook License Subscription, OPG-3 CCP
TRAVEL & TUITION	4330-000	6,415	1,428	6,000	915	6,000	0	6,000	MNGFOA Conference, Continuing Professional Education, Other Training, Tuition Reimbursement
PRINTING & PUBLISHING	4340-000	981	1,074	1,000	0	1,000	100	1,100	Publish Budget and Financial Reports
TRUTH IN TAXATION	4342-000	0	1,874	1,900	2,010	1,900	160	2,060	City Share of Property Specific Notices
		217,010	250,199	255,759	148,061	255,759	(28,379)	227,380	
CONTRACTUAL SERVICES									
CONTRACTED SERVICES	4410-000	105,692	108,516	109,000	0	109,000	(16,500)	92,500	Assessing Services - Anoka County - Based on Number of Parcels, Classification, and (Un)/Improved
SUBSCRIPTIONS & DUES	4452-000	1,307	1,335	1,300	577	1,300	100	1,400	MNGFOA Membership, GFOA Membership, Certificate of Achievement Program, MN Board of Accountancy, MNCPA Membership, MCFOA Membership
		106,999	109,851	110,300	577	110,300	(16,400)	93,900	
TOTAL FINANCE		674,407	630,191	686,227	296,734	705,601	(44,779)	660,822	

CITY OF LINO LAKES

LEGAL CONSULTANTS (101-414)

Description	Object Code	Actual 2019	Actual 2020	Budget 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Proposed 2022	Budget Detail
OTHER SERVICES AND CHARGES									
MUNICIPAL ATTORNEY	4301-000	18,923	24,474	30,000	4,967	30,000	0	30,000	Consulting Attorney to City Council & Staff
CRIMINAL ATTORNEY	4303-000	113,304	94,886	105,000	51,536	105,000	3,000	108,000	Consulting Services for Criminal Prosecutions
		132,226	119,360	135,000	56,503	135,000	3,000	138,000	
TOTAL LEGAL CONSULTANTS		132,226	119,360	135,000	56,503	135,000	3,000	138,000	

CITY OF LINO LAKES

ECONOMIC DEVELOPMENT (101-415)

Description	Object Code	Actual 2019	Actual 2020	Budget 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Proposed 2022	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	0	0	0	0	0	0	0	Temporaries: Economic Development Intern (29 hrs/wk @ \$15/hr)
TEMPORARIES	4106-000	14,532	9,098	19,604	10,159	22,620	0	22,620	
WELLNESS PROGRAM	4108-000	0	0	0	0	0	0	0	
PERA	4121-000	0	0	0	804	0	0	0	
SOCIAL SECURITY	4122-000	1,112	696	1,500	777	1,730	0	1,730	
HEALTH INSURANCE	4131-000	0	0	0	0	0	0	0	
LIFE INSURANCE	4133-000	0	0	0	0	0	0	0	
DENTAL INSURANCE	4134-000	0	0	0	0	0	0	0	
REEMPLOYMENT INSURANCE	4141-000	0	97	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	83	57	115	75	144	0	144	
		15,727	9,948	21,219	11,814	24,494	0	24,494	
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	15,342	20,519	13,440	21,154	13,440	1,910	15,350	Marketing Materials /Proposal Assistance \$4,000 BRE Program Assistance 10 hrs @ \$175/hr Pre Application Assistance 40 hrs @ \$190/hr ACRED Contribution \$2,000
TRAVEL & TUITION	4330-000	160	0	300	10	300	0	300	Econ Workshops/EDAM Annual Conference
PRINTING & PUBLISHING	4340-000	0	0	300	0	300	0	300	Marketing Brochure
		15,502	20,519	14,040	21,164	14,040	1,910	15,950	
CONTRACTUAL SERVICES									
CONTRACTED SERVICES	4410-000	0	762	0	0	0	0	0	
SUBSCRIPTIONS & DUES	4452-000	695	445	725	695	725	0	725	EDAM, Sensible Land Use Coalition, Chamber of Commerce, Memberships
CITY MARKETING	4900-000	80,988	35,570	72,500	10,003	72,500	0	72,500	Lodging Tax Remittals - Pass through to Twin Cities Gateway Convention and Tourism Bureau
		81,683	36,777	73,225	10,698	73,225	0	73,225	
TOTAL ECONOMIC DEVELOPMENT		112,912	67,244	108,484	43,676	111,759	1,910	113,669	

CITY OF LINO LAKES

PLANNING AND ZONING (101-416)

Description	Object Code	Actual 2019	Actual 2020	Budget 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Proposed 2022	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	86,130	89,054	91,014	42,195	95,025	0	95,025	100% Planner
OVERTIME	4102-000	0	0	0	0	0	0	0	
WELLNESS PROGRAM	4108-000	0	0	0	0	0	0	0	
PERA	4121-000	6,431	6,623	6,826	3,394	7,127	0	7,127	
SOCIAL SECURITY	4122-000	6,340	6,563	6,963	3,103	7,269	0	7,269	
HEALTH INSURANCE	4131-000	7,834	7,461	7,461	3,731	7,655	0	7,655	
LIFE INSURANCE	4133-000	284	328	338	169	370	0	370	
DENTAL INSURANCE	4134-000	529	529	539	270	539	0	539	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	511	500	457	337	604	0	604	
		108,060	111,058	113,598	53,198	118,589	0	118,589	
SUPPLIES									
OFFICE SUPPLIES	4200-000	186	0	200	0	200	0	200	Public/Advisory Meeting Supplies
		186	0	200	0	200	0	200	
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	3,598	5,731	7,950	4,494	7,950	0	7,950	Legal Assistance - Ordinance Updates, GIS Mapping Updates - FEMA/Zoning/Other
									Workshops - \$250 MnAPA Conference - \$500 P&Z Workshops (7 Members) - \$400 Misc Mileage - \$150 Computer Training - \$150
TRAVEL & TUITION	4330-000	664	130	1,450	15	1,450	0	1,450	Computer Training - \$150
STIPEND	4331-000	5,800	4,500	6,600	3,000	6,600	0	6,600	Commissioners - 6 @ \$75 x 12 mtgs; Chair \$100 x 12 mtgs
PRINTING & PUBLISHING	4340-000	489	0	250	0	250	0	250	Maps, Non-Chargeable Hearing Notices
		10,551	10,361	16,250	7,509	16,250	0	16,250	
CONTRACTUAL SERVICES									
									Zoning Ord Updates - \$20,000 Permit Works Annual Maintenance - \$2,400 ArcGIS Annual Maintenance - \$500 Misc Deliveries/Other - \$400 Consultant Services - Small Area Plans - 60 hrs @ \$150/hr
CONTRACTED SERVICES	4410-000	4,663	9,003	37,300	3,078	37,300	(5,000)	32,300	
SUBSCRIPTIONS & DUES	4452-000	634	653	700	653	700	0	700	APA Membership, Misc Reference Materials
		5,297	9,656	38,000	3,731	38,000	(5,000)	33,000	
TOTAL PLANNING AND ZONING		124,094	131,074	168,048	64,438	173,039	(5,000)	168,039	

CITY OF LINO LAKES

ENGINEERING (101-417)

Description	Object Code	Actual 2019	Actual 2020	Budget 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Proposed 2022	Budget Detail
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	45,112	44,133	44,500	13,637	44,500	0	44,500	Traffic Counts - \$2,500 Engineering Consultant (Hourly) - \$42,000
		45,112	44,133	44,500	13,637	44,500	0	44,500	
CONTRACTUAL SERVICES									
ENGINEERING CONSULTANT	4410-000	58,195	66,019	62,160	21,220	62,160	(12,795)	49,365	Engineering Consultant (Retainer) - \$89,760 CD (55%) - \$49,365 Sewer Utility (15%) - \$13,465 Water Utility (15%) - \$13,465 Storm Utility (15%) - \$13,465
CONTRACTED SERVICES	4410-000	0	0	500	0	500	3,000	3,500	ArcGIS Annual Maintenance - \$500 Aerial Photos/LIDAR - \$3,000
		58,195	66,019	62,660	21,220	62,660	(9,795)	52,865	
CAPITAL OUTLAY									
EQUIPMENT	5000-000	0	0	2,600	3,010	0	0	0	
		0	0	2,600	3,010	0	0	0	
TOTAL ENGINEERING		103,307	110,152	109,760	37,867	107,160	(9,795)	97,365	

CITY OF LINO LAKES

COMMUNITY DEVELOPMENT (101-418)

Description	Object Code	Actual 2019	Actual 2020	Budget 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Proposed 2022	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	172,423	160,764	183,798	85,075	151,496	0	151,496	70% Community Development Director (100% in 2021) 100% Administrative Assistant
OVERTIME	4102-000	0	101	0	127	0	0	0	
WELLNESS PROGRAM	4108-000	720	312	720	0	720	0	720	
PERA	4121-000	12,860	11,852	13,785	6,849	11,362	0	11,362	
SOCIAL SECURITY	4122-000	13,761	12,388	14,061	6,408	11,589	0	11,589	
ICMA EMPLOYER CONTRIBUTION	4123-000	2,129	2,397	0	0	46	0	46	
HEALTH INSURANCE	4131-000	7,050	9,196	11,061	5,531	10,175	0	10,175	
LIFE INSURANCE	4133-000	508	521	683	289	601	0	601	
DENTAL INSURANCE	4134-000	0	397	1,079	270	917	0	917	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	958	880	968	647	875	0	875	
		210,409	198,808	226,155	105,195	187,781	0	187,781	
SUPPLIES									
OFFICE SUPPLIES	4200-000	0	48	100	0	100	0	100	
		0	48	100	0	100	0	100	
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	4,038	3,383	7,000	4,923	7,000	0	7,000	DataLink (GIS) Annual Service and Maintenance - \$5,000 Mapping and Database Design - \$2,000
TRAVEL & TUITION	4330-000	979	130	900	0	900	0	900	Seminars, Conference, Training & Mileage
PRINTING & PUBLISHING	4340-000	0	133	0	46	0	0	0	
		5,016	3,646	7,900	4,969	7,900	0	7,900	
CONTRACTUAL SERVICES									
CONTRACTED SERVICES	4410-000	0	0	300	0	300	(300)	0	Anoka County GIS
SUBSCRIPTIONS & DUES	4452-000	625	702	725	702	725	0	725	APA/AICP Membership
		625	702	1,025	702	1,025	(300)	725	
TOTAL COMMUNITY DEVELOPMENT		216,050	203,204	235,180	110,866	196,806	(300)	196,506	

CITY OF LINO LAKES

ENVIRONMENTAL (101-461)

Description	Object Code	Actual 2019	Actual 2020	Budget 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Proposed 2022	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	38,536	26,629	28,953	13,373	24,237	0	24,237	30% Environmental Coordinator (37.5% in 2021) Temporaries: Summer Staff (2 staff @ 13 wks @ 40 hrs/wk @ \$15/hr)
OVERTIME	4102-000	0	0	500	0	500	0	500	
TEMPORARIES	4106-000	7,361	6,753	13,520	504	15,600	0	15,600	
WELLNESS PROGRAM	4108-000	0	0	0	0	0	0	0	
PERA	4121-000	970	1,975	2,209	1,075	1,855	0	1,855	
SOCIAL SECURITY	4122-000	3,086	2,551	3,287	1,058	3,086	0	3,086	
ICMA EMPLOYER CONTRIBUTION	4123-000	411	0	0	0	0	0	0	
HEALTH INSURANCE	4131-000	1,216	2,798	2,798	1,399	2,296	0	2,296	
LIFE INSURANCE	4133-000	96	97	126	54	115	0	115	
DENTAL INSURANCE	4134-000	186	198	202	101	162	0	162	
WORKER'S COMPENSATION	4151-000	167	166	216	141	219	0	219	
		52,029	41,168	51,811	17,705	48,070	0	48,070	
SUPPLIES									
OFFICE SUPPLIES	4200-000	0	84	0	0	0	0	0	
MAINTENANCE SUPPLIES	4211-000	1,384	775	700	442	700	0	700	Chemicals, Seed, etc. Includes rookery supplies
SMALL TOOLS	4240-000	0	187	300	0	300	0	300	Sprayers, Soil Probes, etc.
		1,384	1,046	1,000	442	1,000	0	1,000	
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	145	128	1,000	820	1,000	0	1,000	Ecologist, Hydrologist - Environmental Reviews/Research & Development, Resource Management Planning
TELEPHONE	4321-000	714	556	730	177	730	0	730	Staff Cell Phone
TRAVEL & TUITION	4330-000	1,406	248	1,100	279	1,100	0	1,100	Various Training Seminars, Conferences, Mileage - 1 Staff & Environmental Board, Erosion Control Cert State Conference
STIPEND	4331-000	3,300	2,950	6,600	1,025	6,600	0	6,600	Commissioners - 6 @ \$75 x 12 mtgs, Chair \$100 x 12 mtgs
UNIFORMS	4370-000	0	0	0	0	0	0	0	
		5,565	3,882	9,430	2,301	9,430	0	9,430	
CONTRACTUAL SERVICES									
CONTRACTED SERVICES	4410-000	1,169	919	1,000	0	1,000	0	1,000	ArcGIS Annual Maintenance
SUBSCRIPTIONS & DUES	4452-000	0	125	100	0	100	0	100	Professional Memberships - MECA & MSA
		1,169	1,044	1,100	0	1,100	0	1,100	
TOTAL ENVIRONMENTAL		60,147	47,140	63,341	20,448	59,600	0	59,600	

CITY OF LINO LAKES

SOLID WASTE ABATEMENT (101-462)

Description	Object Code	Actual 2019	Actual 2020	Budget 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Proposed 2022	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	32,432	17,753	19,302	8,915	16,158	0	16,158	20% Environmental Coordinator (25% in 2021)
OVERTIME	4102-000	1,629	0	1,600	0	1,600	0	1,600	Overtime: Recycle Days Equipment Operators & Staff Assistance
TEMPORARIES	4106-000	12,236	10,423	19,604	2,639	22,620	0	22,620	
WELLNESS PROGRAM	4108-000	0	0	0	0	0	0	0	Temporaries: Solid Waste Intern (29hrs/wk @ \$15/hr)
PERA	4121-000	1,152	2,023	1,568	717	1,332	0	1,332	
SOCIAL SECURITY	4122-000	3,172	2,153	3,099	881	3,089	0	3,089	
ICMA EMPLOYER	4123-000	352	0	0	0	0	0	0	
HEALTH INSURANCE	4131-000	996	1,865	1,865	933	1,531	0	1,531	
LIFE & DISABILITY INSURANCE	4133-000	81	65	93	36	86	0	86	
DENTAL INSURANCE	4134-000	157	132	135	67	108	0	108	
WORKER'S COMPENSATION	4151-000	217	192	237	153	257	0	257	
		52,423	34,606	47,503	14,341	46,781	0	46,781	
SUPPLIES									
OFFICE SUPPLIES	4200-000	872	437	1,100	216	1,100	0	1,100	Recycling Day Supplies, Corn Roast Trash Bags
MAINTENANCE SUPPLIES	4211-000	588	191	0	0	0	0	0	
		1,460	628	1,100	216	1,100	0	1,100	
OTHER SERVICES AND CHARGES									
TRAVEL & TUITION	4330-000	0	0	220	150	220	0	220	Association of Recycling Managers Workshops
PRINTING & PUBLISHING	4340-000	766	5,298	7,000	2,202	7,000	0	7,000	Notices for Recycling Days, Earth Day, Etc.
UNIFORMS	4370-000	0	0	0	0	0	0	0	
		766	5,298	7,220	2,352	7,220	0	7,220	
CONTRACTUAL SERVICES									
CONTRACTED SERVICES	4410-000	21,844	14,560	22,700	6,146	22,700	0	22,700	Recycling & Earth Day Vendors, Organics Service
		21,844	14,560	22,700	6,146	22,700	0	22,700	
CAPITAL OUTLAY									
EQUIPMENT	5000-000	0	0	0	0	0	0	0	
		0	0	0	0	0	0	0	
TOTAL SOLID WASTE ABATEMENT		76,493	55,093	78,523	23,056	77,801	0	77,801	

Note: Solid Waste Expenditures are reimbursed from Anoka County through the Solid Waste Management Coordinating Board (SCORE) grant.

CITY OF LINO LAKES

FORESTRY (101-463)

Description	Object Code	Actual 2019	Actual 2020	Budget 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Proposed 2022	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	38,536	26,629	28,953	13,373	20,197	0	20,197	25% Environmental Coordinator (37.5% in 2021)
OVERTIME	4102-000	0	0	0	0	0	0	0	
TEMPORARIES	4106-000	0	0	0	0	0	0	0	
WELLNESS PROGRAM	4108-000	0	0	0	0	0	0	0	
PERA	4121-000	970	1,975	2,171	1,075	1,515	0	1,515	
SOCIAL SECURITY	4122-000	2,534	2,041	2,215	1,048	1,545	0	1,545	
ICMA EMPLOYER	4123-000	411	0	0	0	0	0	0	
HEALTH INSURANCE	4131-000	1,216	2,798	2,798	1,399	1,914	0	1,914	
LIFE INSURANCE	4133-000	96	97	126	54	101	0	101	
DENTAL INSURANCE	4134-000	186	198	202	101	135	0	135	
WORKER'S COMPENSATION	4151-000	1,281	1,149	1,310	855	988	0	988	
		45,230	34,887	37,775	17,905	26,395	0	26,395	
SUPPLIES									
OFFICE SUPPLIES	4200-000	0	0	0	0	0	0	0	
MAINTENANCE SUPPLIES	4211-000	1,943	3,230	3,000	513	3,000	0	3,000	Fertilizers, Staking Material, EAB Chemicals - Treat 100 Ash Annually - 3 Yr Cycle
SMALL TOOLS	4240-000	0	0	250	0	250	0	250	
		1,943	3,230	3,250	513	3,250	0	3,250	
OTHER SERVICES AND CHARGES									
UNIFORMS	4370-000	271	229	380	373	380	0	380	
		271	229	380	373	380	0	380	
CONTRACTUAL SERVICES									
CONTRACTED SERVICES	4410-000	23,836	20,307	30,000	975	30,000	0	30,000	Damaged/Diseased Tree Removal/Oakwilt Control \$7,500 Emerald Ash Borer Tree Replacement Program \$15,000 Blvd Tree Replacement \$7,500
		23,836	20,307	30,000	975	30,000	0	30,000	
CAPITAL OUTLAY									
EQUIPMENT	5000-000	0	0	0	0	0	0	0	
		0	0	0	0	0	0	0	
TOTAL FORESTRY		71,279	58,653	71,405	19,766	60,025	0	60,025	

CITY OF LINO LAKES

POLICE (101-420)

Description	Object Code	Actual 2019	Actual 2020	Budget 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Proposed 2022	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	2,585,958	2,495,757	2,905,790	1,120,305	3,067,403	0	3,067,403	85% Public Safety Director
OVERTIME	4102-000	115,647	90,731	90,000	52,933	90,000	0	90,000	100% Deputy Director Police
TEMPORARIES	4106-000	0	0	0	0	0	0	0	85% Public Safety Captain
TRAFFIC PROJECTS SALARIES	4107-000	0	0	0	0	0	0	0	5 - 100% Sergeants
WELLNESS PROGRAM	4108-000	1,672	287	2,052	240	2,027	0	2,027	20 - 100% Patrol Officers
PERA	4121-000	428,156	426,532	504,303	228,880	531,070	0	531,070	2 - 100% Records Techs
SOCIAL SECURITY	4122-000	49,692	47,787	59,214	22,478	62,674	0	62,674	2 - 0.5 FTE Community Service Officers
ICMA EMPLOYER	4123-000	10,610	9,854	1,286	4,174	3,226	0	3,226	85% Administrative Assistant
HEALTH INSURANCE	4131-000	323,377	454,566	394,586	145,662	364,577	0	364,577	100% Investigative Assistant
LIFE & DISABILITY INSURANCE	4133-000	8,003	8,427	10,795	4,403	11,437	0	11,437	Overtime: Patrol, Court, Training, Special Events, DWI Enforcement
DENTAL INSURANCE	4134-000	12,640	12,286	17,058	6,395	17,554	0	17,554	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	103,447	102,129	114,870	73,126	170,858	0	170,858	
		3,639,201	3,648,358	4,099,954	1,658,596	4,320,826	0	4,320,826	
SUPPLIES									
OFFICE SUPPLIES	4200-000	6,733	6,572	8,100	2,792	8,100	0	8,100	Business Cards, Letterhead and Envelopes, Toner/Printer Cartridges, Paper, DVD Discs, Misc Supplies, Ticketwriter Paper Rolls
MAINTENANCE SUPPLIES	4211-000	9,169	9,980	16,450	7,132	16,450	(1,000)	15,450	Ammo, Taser Supplies, Range Supplies, Simunition, DMT Gas, Property Evidence Supplies, N95 Masks
YOUTH PROGRAMS	4213-000	1,729	865	3,100	0	3,100	0	3,100	Supplies, Youth Safety Camp, Firearms Safety Camp, Snowmobile Safety, Explorers, Junior Citizen's Academy
CRIME PREVENTION/SAFETY	4214-000	3,971	2,711	7,400	0	7,400	0	7,400	Night to Unite, Volunteer Appreciation, Open House, Promotional Materials, Volunteer Clothing, Citizens Academy Supplies and Shirts, CERT
SMALL TOOLS	4240-000	9,108	13,121	11,580	2,765	7,425	7,575	15,000	Tasers, Computers & Peripherals, Equipment Replacement
		30,709	33,249	46,630	12,688	42,475	6,575	49,050	
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	1,273	3,781	6,970	2,562	6,970	1,770	8,740	Critical Incident Debriefing, POST License Renewal, Employee Mental Health Program
TELEPHONE	4321-000	17,718	21,513	22,664	9,187	22,664	696	23,360	Cell Phones, Mobile Hot Spot, Cell Stipend
POSTAGE	4322-000	828	869	1,000	199	1,000	0	1,000	
TRAVEL & TUITION	4330-000	26,283	25,978	43,250	18,265	43,250	2,000	45,250	Anoka Chief, Century Slot Program, POST Mandate, Range Fees, Conference, IACP, Instructor Training, K-9, Conference, EMR Training, Tuition Reimbursement
INSURANCE	4360-000	40,574	46,450	52,818	35,214	52,818	0	52,818	Police Liability Insurance
UNIFORMS	4370-000	29,410	33,709	37,402	12,682	37,402	368	37,770	Officers, Sergeants, Admin., Unused Uniform Allowance, Ballistic Vests, Replacement Uniforms, CSO
ELECTRICITY	4381-000	398	408	420	170	420	0	420	Emergency Siren Electricity
RESERVES	4386-000	1,434	834	2,000	599	2,000	0	2,000	Uniforms, Equipment, Training, Supplies

CITY OF LINO LAKES

POLICE (101-420)

Description	Object Code	Actual 2019	Actual 2020	Budget 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Proposed 2022	Budget Detail
EXPLORERS	4387-000	0	0	0	0	0	0	0	
		117,918	133,541	166,524	78,878	166,524	4,834	171,358	
CONTRACTUAL SERVICES									
CONTRACTED SERVICES	4410-000	38,001	43,685	50,639	40,055	50,639	9,666	60,305	RMS - JLEC, 800 MHz Contract, State of MN CJDN, Emergency Sirens, LEXIPOL, Target Solutions, Shredding, Otter Lake Animal Hospital, Video Redaction Subscription, DETOX Dakota County, Metro Sales, Schedule Anywhere, 3SI Security, Midwest Radar, ZOOM Video Conferencing, Alexandra House
SUBSCRIPTIONS & DUES	4452-000	1,086	1,066	1,200	921	1,200	250	1,450	Professional Memberships & Subscriptions: IACP, MCPA, AMEM, Col Rotary, Press Publications, MACIA, PLEAA, Tri-County, FBI NA, PERF
		39,087	44,751	51,839	40,976	51,839	9,916	61,755	
CAPITAL OUTLAY									
EQUIPMENT	5000-000	18,087	14,199	3,100	5,290	0	0	0	
		18,087	14,199	3,100	5,290	0	0	0	
TOTAL POLICE DEPARTMENT		3,845,003	3,874,098	4,368,047	1,796,429	4,581,664	21,325	4,602,989	

CITY OF LINO LAKES

FIRE (101-421)

Description	Object Code	Actual 2019	Actual 2020	Budget 2021	June	2022	2022	Proposed 2022	Budget Detail
					YTD 2021	Base Budget	Adjustments Requested		
PERSONAL SERVICES									
SALARIES	4101-000	264,671	269,859	318,945	139,130	301,396	159,725	461,121	15% Public Safety Director
OVERTIME	4102-000	3,472	2,073	0	613	3,000	0	3,000	100% Deputy Director Fire
FIRE STIPEND	4109-000	58,882	36,060	72,675	8,558	19,269	0	19,269	15% Public Safety Captain
WELLNESS PROGRAM	4108-000	54	0	108	0	133	0	133	15% Administrative Assistant
PERA	4121-000	39,360	37,160	49,870	18,076	37,434	19,477	56,911	100% Fire Lieutenant/Fire Inspector (50% Building/Fire Inspector in 2021)
SOCIAL SECURITY	4122-000	11,741	11,533	13,796	6,080	12,977	7,662	20,639	Part-time Daytime Duty Crew Fire Response Personnel - 12 hr shifts, 5 days/week (covered by Cross-trained Fire/Rescue in 2021)
ICMA EMPLOYER	4123-000	276	84	0	0	0	0	0	
HEALTH INSURANCE	4131-000	21,454	21,522	27,827	11,286	28,505	5,541	34,046	
LIFE & DISABILITY INSURANCE	4133-000	582	657	855	333	812	125	937	Paid-On-Call Firefighters - Calls/Training Drills/Command Stipends
DENTAL INSURANCE	4134-000	767	768	1,052	413	1,052	179	1,231	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	0	Stipend: Cross-trained Fire/Rescue
WORKER'S COMPENSATION	4151-000	41,039	39,280	50,732	27,966	58,305	12,526	70,831	
		442,298	418,995	535,860	212,456	462,883	205,235	668,118	
SUPPLIES									
OFFICE SUPPLIES	4200-000	1,073	680	1,000	655	1,000	0	1,000	Paper, Toner/Printer Cartridges, Business Cards, Pens
MAINTENANCE SUPPLIES	4211-000	2,508	2,177	6,700	461	6,700	975	7,675	Foam, Saw Blades, Floor Dry, Batteries, N95 Masks
YOUTH PROGRAM	4213-000	0	0	1,700	0	1,700	0	1,700	Safety Camp
FIRE PREVENTION	4214-000	2,890	2,210	3,000	0	3,000	0	3,000	Citizen Academy, Marketing Materials
SMALL TOOLS	4240-000	9,031	12,643	14,500	2,061	12,500	0	12,500	Rescue Tool Replacement, Ropes, 4 Gas Monitor, Wildland Tools, Patient Rescue, A11 Nozzles
		15,503	17,710	26,900	3,178	24,900	975	25,875	
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	1,179	2,852	5,500	1,387	5,500	0	5,500	FF Certification, FF Licensure, Hepatitis Vaccination Series, Medical/Drug Exam, Employee Mental Health Program
OTHER CONSULTANTS	4310-000	0	0	0	0	0	0	0	
TELEPHONE	4321-000	1,971	2,180	3,010	940	3,010	840	3,850	Cell Phones, Mobile Hot Spot, Cell Stipend, Air Cards
POSTAGE	4322-000	110	115	500	13	500	0	500	
TRAVEL & TUITION	4330-000	23,813	18,964	33,050	22,964	33,050	5,000	38,050	Fire Inc., Training Supplies, Medical Training, AWAIR/OSHA Training Staff Development, Conference, FF1, FF2, HazMat Initial Training
PRINTING & PUBLISHING	4340-000	521	307	500	0	500	0	500	Marketing Materials
UNIFORMS	4370-000	18,216	16,953	49,000	556	49,000	48,700	97,700	New Hire Turn-out & Wildland Fire Gear, Misc Uniform Items, Turn-out Gear Replacement (\$48,000)
		45,810	41,371	91,560	25,860	91,560	54,540	146,100	
CONTRACTUAL SERVICES									

CITY OF LINO LAKES

FIRE (101-421)

Description	Object Code	Actual 2019	Actual 2020	Budget 2021	June	2022	2022	Proposed 2022	Budget Detail
					YTD 2021	Base Budget	Adjustments Requested		
CONTRACTED SERVICES	4410-000	30,081	35,157	43,485	22,727	43,485	(3,485)	40,000	Ladder Testing, SCBA Flow Testing, PSDS, Dispatch Application, Foam System Service, Pump Testing, Pump Service, Aerial Service, LEXIPOL, Target Solutions, Accessory Svc for Fans, Generators, Extraction, and Saws, Alex Air Compressor Annual Maintenance & Test, Transunion Backgrounds, Motorola 800 MHz Contract
SUBSCRIPTIONS & DUES	4452-000	1,483	1,331	1,080	1,116	1,080	310	1,390	MN IAAL, Metro Fire Chiefs, Anoka Co. Fire Protection Assn, MSFCA, International Assn
		31,564	36,488	44,565	23,843	44,565	(3,175)	41,390	
CAPITAL OUTLAY									
EQUIPMENT	5000-000	29,764	0	0	0	0	8,600	8,600	Toughbooks
		29,764	0	0	0	0	8,600	8,600	
TOTAL FIRE DEPARTMENT		564,939	514,564	698,885	265,337	623,908	266,175	890,083	

CITY OF LINO LAKES

BUILDING INSPECTIONS (101-422)

Description	Object Code	Actual 2019	Actual 2020	Budget 2021	June	2022	2022	Proposed 2022	Budget Detail
					YTD 2021	Base Budget	Adjustments Requested		
PERSONAL SERVICES									
SALARIES	4101-000	236,002	253,885	268,052	121,733	279,185	41,324	320,509	100% Building Official 100% Building Permit Technician 2 - 100% Building Inspectors (1.5 FTE in 2021) Temporaries: 2022 - Utilization of Contracted Services 2021 - Inspector (13 wks @ 24hrs/wk @ \$30/hr)
OVERTIME SALARIES	4102-000	0	0	500	1,779	500	0	500	
TEMPORARIES	4106-000	0	0	9,360	1,200	0	0	0	
WELLNESS PROGRAM	4108-000	420	450	720	0	720	0	720	
PERA	4121-000	17,544	18,855	20,141	9,923	20,977	3,099	24,076	
SOCIAL SECURITY	4122-000	17,452	18,875	21,260	9,160	21,396	3,161	24,557	
ICMA EMPLOYER	4123-000	0	0	0	0	0	0	0	
HEALTH INSURANCE	4131-000	33,173	29,072	35,377	15,311	36,187	8,311	44,498	
LIFE & DISABILITY INSURANCE	4133-000	775	949	1,025	501	1,096	163	1,259	
DENTAL INSURANCE	4134-000	1,103	1,058	1,887	562	1,888	269	2,157	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	1,278	1,283	1,443	879	1,573	225	1,798	
		307,747	324,427	359,765	161,049	363,522	56,552	420,074	
SUPPLIES									
OFFICE SUPPLIES	4200-000	914	2,149	2,000	801	2,000	0	2,000	Card Stock for Building Permits, Correction Notice Forms, Septic System Pumping Forms, Code Books
SMALL TOOLS	4240-000	307	1,552	150	36	150	0	150	
		1,221	3,701	2,150	837	2,150	0	2,150	
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	4,175	4,175	5,000	4,545	5,000	0	5,000	Permit Works Annual Maintenance & Assistance
TELEPHONE	4321-000	1,996	2,243	2,000	965	2,000	200	2,200	Inspections Cell Phones & Wi-Fi
TRAVEL & TUITION	4330-000	2,730	2,064	3,300	2,558	3,300	0	3,300	Staff Training & Mileage, SSTS Cert
UNIFORMS	4370-000	1,096	811	1,140	380	1,140	0	1,140	Building Inspections Staff
		9,997	9,293	11,440	8,448	11,440	200	11,640	
CONTRACTUAL SERVICES									
CONTRACTED SERVICES	4410-000	2,240	10,891	3,000	919	3,000	31,250	34,250	Large Format Scanning \$500 Back-Up Inspection Services \$33,750 (450hrs @ \$75/hr)
SUBSCRIPTIONS & DUES	4452-000	0	115	325	0	325	0	325	AMBO \$200, 10K Lakes Chapter \$125
		2,240	11,006	3,325	919	3,325	31,250	34,575	
CAPITAL OUTLAY									
EQUIPMENT	5000-000	0	0	0	0	0	0	0	
		0	0	0	0	0	0	0	
TOTAL BUILDING INSPECTIONS		321,206	348,427	376,680	171,253	380,437	88,002	468,439	

CITY OF LINO LAKES

STREETS (101-430)

Description	Object Code	Actual 2019	Actual 2020	Budget 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Adopted 2022	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	418,588	403,170	431,085	197,665	420,534	0	420,534	20% Public Services Director (25% in 2021) 70% Streets Supervisor (100% in 2021) 5 - 100% General Maintenance Workers Overtime: Snowplowing, Street Repairs, Unforeseen Emergencies Temporaries: Seasonal Summer Maintenance Workers Streets - 2 staff @ 500 hrs @ \$15/hr Streets - 1 staff @ 200 hrs @ \$15/hr Stormwater - 2 staff @ 400 hrs @ \$15/hr
OVERTIME	4102-000	18,099	11,172	14,000	4,933	14,000	0	14,000	
ON CALL/PAGER	4105-000	5,180	5,169	4,996	8,902	5,000	0	5,000	
TEMPORARIES	4106-000	26,548	544	26,000	6,257	30,000	0	30,000	
WELLNESS PROGRAM	4108-000	0	0	0	0	0	0	0	
PERA	4121-000	33,547	31,914	33,756	17,283	32,965	0	32,965	
SOCIAL SECURITY	4122-000	34,579	31,244	36,420	15,783	35,919	0	35,919	
ICMA EMPLOYER CONTRIBUTION	4123-000	1,794	1,743	491	0	577	0	577	
HEALTH INSURANCE	4131-000	53,451	46,362	41,097	22,246	40,064	0	40,064	
LIFE & DISABILITY INSURANCE	4133-000	1,428	1,551	1,660	800	1,705	0	1,705	
DENTAL INSURANCE	4134-000	2,994	2,628	3,370	1,146	3,182	0	3,182	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	36,812	30,813	33,277	22,568	35,860	0	35,860	
		633,021	566,309	626,152	297,582	619,806	0	619,806	
SUPPLIES									
									Boulevard & Median Maintenance Materials: Geo-fabric, Fertilizers, Pesticides, Irrigation Components, Erosion Prevention and Sediment Control Products, Grass Seed/Sod. Construction Materials: Lumber, Plywood, Screws, Nails, Nuts/Bolts/Washers, Bagged Concrete, Grout, Bentonite, Stakes/Lathe. Equipment Wear Items: Street Sweeper Center Brooms and Gutter Brooms, Plow Blades/Cutting Edges, Ditch Mower Blades, Saw Blades. Safety Items: High Visibility Vests, Shirts, Eye Protection, Ear Protection, Insect Repellent, Sunscreen, Hardhats, Chainsaw PPE. Any Products or Parts Intended for Streets Maintenance and Equipment Electrical Cords, Batteries, Rope, Tape, Cable, Glue, Paints & Solvents, Plumbing Supplies, Fittings
MAINTENANCE SUPPLIES	4211-000	6,462	8,560	23,000	7,701	12,000	0	12,000	
SHOP PARTS	4221-000	0	0	0	0	0	0	0	
STREET SIGNS	4223-000	8,346	14,361	12,000	1,871	12,000	0	12,000	Traffic Regulatory Signs, Parking Signs, Warning Signs, Construction Signs, Work Zone Signs, Public Awareness Signs, School Signs, Trail Signs, Reflective Tape/Sheeting, Barricades, Traffic Cones, Sign Posts, Hardware, Any Materials and Supplies Purchased Specifically for the Construction or Maintenance of Signs & Barricades.
PATCHING MATERIALS	4224-000	45,484	32,718	50,000	6,683	50,000	0	50,000	Hot Asphalt, Cold Asphalt (i.e. UPM Bagged and Bulk), Asphalt Emulsion (tack), Crackfill Material, Detackifier (for Crackfill Operations).
SALT/SAND	4228-000	41,856	57,304	55,000	44,565	55,000	0	55,000	Regular Road Salt, Treated Road Salt, Bagged Sidewalk Salt, Sand used for Snow and Ice Management, Any Materials and Supplies Purchased Specifically to Facilitate the use of Salt (Brine or Solid) for Snow and Ice Management.

CITY OF LINO LAKES

STREETS (101-430)

Description	Object Code	Actual 2019	Actual 2020	Budget 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Adopted 2022	Budget Detail
GRAVEL AND MISCELLANEOUS	4229-000	11,842	1,166	7,000	253	7,000	0	7,000	Class V, Sand (not for Winter Operations), Rock, Chip Rock, Rip-rap, Topsoil, Compost, Mulch, and Woodchips
SMALL TOOLS	4240-000	236	4,150	4,000	421	4,000	0	4,000	Rakes, Snow Shovels, Flat Shovels, Spades, Loots, Sprayers, Pitch Forks, Push Brooms, Hand Tools, Power Tools, Tool Boxes & Containers, Jacks, Trailer Jacks, Winches, Chains/Binders, Ratchet Straps, Ladders, Chainsaws, Chainsaw Sharpeners, Weed Whips, manual/electric/gas engine pumps, locks.
		114,226	118,259	151,000	61,493	140,000	0	140,000	
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	357	10,500	12,000	9,000	12,000	450	12,450	Consulting, Engineering, Hazardous Waste Recycling, Cartagraph
TELEPHONE	4321-000	635	556	1,000	298	1,000	0	1,000	
TRAVEL & TUITION	4330-000	2,115	1,972	2,000	252	2,000	0	2,000	Staff Training & Mileage
UNIFORMS	4370-000	2,434	2,075	2,600	383	2,600	0	2,600	
STREET LIGHTS	4385-000	75,414	80,049	93,000	31,493	82,000	0	82,000	Electricity & Repair of City-Owned Street Lights
		80,955	95,151	110,600	41,426	99,600	450	100,050	
CONTRACTUAL SERVICES									
CONTRACTED SERVICES	4410-000	93,715	67,143	99,000	11,072	80,000	(33,000)	47,000	Patching/Spray Patching, Dead Deer Removal, Signal Maintenance, Weed Control Medians, 2022 - Contract Median and Round-A-Bout Maintenance (\$15,000)
RENTED EQUIPMENT	4415-000	3,710	478	1,000	250	1,000	0	1,000	Traffic Control Sign Rental, Crack Fill Kettle, Rented Skidsteer/Toolcat Attachments, Tools, Vehicles, Equipment.
CONTRACTED STORM SYSTEM MAINT	4421-000	0	0	0	0	0	0	0	
SUBSCRIPTIONS & DUES	4452-000	9,286	286	3,500	308	3,500	0	3,500	Professional Memberships & Journals (incl State/County Contract) Purchasing Membership
		106,711	67,908	103,500	11,630	84,500	(33,000)	51,500	
CAPITAL OUTLAY									
EQUIPMENT	5000-000	8,843	0	17,500	0	0	125,000	125,000	Replace Woodridge Estates Street Lights and Wiring
		8,843	0	17,500	0	0	125,000	125,000	
TOTAL STREETS		943,756	847,628	1,008,752	412,131	943,906	92,450	1,036,356	

CITY OF LINO LAKES

FLEET MANAGEMENT (101-431)

Description	Object Code	Actual 2019	Actual 2020	Budget 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Adopted 2022	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	93,392	96,522	158,082	73,729	163,887	0	163,887	20% Public Services Director 100% Mechanic 100% General Maintenance Worker/Mechanic Overtime: Emergency Repairs, Snowplowing
OVERTIME	4102-000	4,549	2,645	2,000	517	2,000	0	2,000	
TEMPORARIES	4106-000	0	0	0	0	0	0	0	
WELLNESS PROGRAM	4108-000	0	0	0	0	0	0	0	
PERA	4121-000	7,334	7,354	12,006	5,924	12,442	0	12,442	
SOCIAL SECURITY	4122-000	6,875	6,986	12,246	5,091	12,690	0	12,690	
ICMA EMPLOYER CONTRIBUTION	4123-000	0	0	393	0	570	0	570	
HEALTH INSURANCE	4131-000	15,866	15,259	26,913	8,614	27,601	0	27,601	
LIFE & DISABILITY INSURANCE	4133-000	319	366	622	287	674	0	674	
DENTAL INSURANCE	4134-000	794	794	1,186	593	1,186	0	1,186	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	3,241	3,317	4,846	2,203	5,422	0	5,422	
		132,371	133,243	218,294	96,958	226,472	0	226,472	
SUPPLIES									
MAINTENANCE SUPPLIES	4211-000	2,394	2,184	1,000	3,349	1,000	8,300	9,300	Shop Supplies (Brake Clean, Windex, Paper Towels, Spray Bottles, Penetrating Oils, WD40), 2022 - Vehicle Washes (\$7,300 - 2 Times/Month Apr-Oct, 4 Times/Month Nov-Mar)
FUELS	4212-000	109,556	71,854	110,000	52,988	110,000	0	110,000	Gasoline & Diesel for all City Vehicles (Includes Police/Fire & Equipment)
SHOP PARTS	4221-000	46,410	54,129	65,000	20,782	65,000	0	65,000	All Replacement Parts to Repair Vehicles, All Maintenance Parts (Including Filters, Bulk Lubricants, Engine Oils, ATF's, Gear Lubes, Coolants, etc.)
SMALL TOOLS	4240-000	6,657	4,941	7,000	900	7,000	0	7,000	New and/or Replacement Tools for the Shop (Hand tools, Battery Powered Tools, Specialty Tools, etc.)
		165,017	133,108	183,000	78,020	183,000	8,300	191,300	
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	55,064	15,168	44,000	23,062	44,000	300	44,300	Annual DOT Inspections, Annual Boom/Hoist Inspections, Alignments, Repairs, Cartograph
TELEPHONE	4321-000	0	0	0	36	0	0	0	
TRAVEL & TUITION	4330-000	30	0	500	0	500	0	500	Training & Testing to Maintain Required Licenses and Certificates (ASE Certification & Testing, Automotive Training Classes or Seminars)
PRINTING & PUBLISHING	4340-000	0	0	0	0	0	0	0	
INSURANCE	4360-000	0	0	0	0	0	0	0	
AUTO INSURANCE	4363-000	39,340	42,342	40,795	30,429	40,795	0	40,795	Insurance for Entire Fleet, Including Police & Fire
UNIFORMS	4370-000	563	570	570	0	570	0	570	
		94,997	58,080	85,865	53,527	85,865	300	86,165	
CONTRACTUAL SERVICES									
CONTRACTED SERVICES	4410-000	28,333	50,427	61,000	22,805	61,000	(7,500)	53,500	Maintain, Repair, and Certify Fire Equipment

CITY OF LINO LAKES

FLEET MANAGEMENT (101-431)

Description	Object Code	Actual 2019	Actual 2020	Budget 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Adopted 2022	Budget Detail
SUBSCRIPTIONS AND DUES	4452-000	7,625	1,600	6,000	0	6,000	0	6,000	Fleet Mgmt Update, ALLData Online Repair Manual Subscription
		35,958	52,027	67,000	22,805	67,000	(7,500)	59,500	
CAPITAL OUTLAY									
EQUIPMENT	5000-000	4,485	4,010	5,000	0	5,000	23,000	28,000	Skid Steer Buyback Program (\$5,000), 2022 - Replace Hydraulic Hoist (\$23,000)
		4,485	4,010	5,000	0	5,000	23,000	28,000	
TOTAL FLEET MANAGEMENT		432,828	380,468	559,159	251,310	567,337	24,100	591,437	

CITY OF LINO LAKES

GOVERNMENT BUILDINGS (101-432)

Description	Object Code	Actual 2019	Actual 2020	Budget 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Proposed 2022	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	2,120	2,120	2,080	960	2,080	0	2,080	Boiler Tech Endorsement
OVERTIME SALARIES	4102-000	0	232	0	0	0	0	0	Temporaries: 1 Staff @ 560 hrs @ \$15/hr
TEMPORARIES	4106-000	0	0	0	0	0	8,400	8,400	
WELLNESS PROGRAM	4108-000	0	0	0	0	0	0	0	
PERA	4121-000	90	173	156	78	156	0	156	
SOCIAL SECURITY	4122-000	92	175	159	71	159	643	802	
HEALTH INSURANCE	4131-000	0	0	0	0	0	0	0	
LIFE AND DISABILITY INSURANCE	4133-000	0	0	0	0	0	0	0	
DENTAL INSURANCE	4134-000	0	0	0	0	0	0	0	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	72	113	116	75	125	678	803	
		2,374	2,813	2,511	1,184	2,520	9,721	12,241	
SUPPLIES									
OFFICE SUPPLIES	4200-000	7,861	8,614	10,000	5,638	10,000	0	10,000	Supplies for Office Operations
MAINTENANCE SUPPLIES	4211-000	27,311	33,463	30,000	10,860	30,000	5,000	35,000	Replacement Parts, Janitorial Supplies, Landscaping Materials
SMALL TOOLS	4240-000	111	3,123	2,400	1,888	2,400	0	2,400	
		35,284	45,200	42,400	18,386	42,400	5,000	47,400	
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	64,893	64,483	59,000	17,720	59,000	0	59,000	Repair/Calibration of HVAC System, Repairs in City Buildings, Safety Systems Monitoring, Internet Access
TELEPHONE	4321-000	24,954	7,081	6,864	3,470	6,864	0	6,864	Telephone Service Charges (excludes Metro I-net)
POSTAGE	4322-000	4,293	3,837	5,000	2,543	5,000	0	5,000	
TRAVEL & TUITION	4330-000	20	0	0	0	0	0	0	
PRINTING & PUBLISHING	4340-000	0	0	0	0	0	0	0	
INSURANCE	4361-000	111,365	118,952	130,111	86,745	130,111	8,204	138,315	General Liability, Property, Excess Liability
ELECTRICITY	4381-000	78,601	89,136	96,500	35,584	96,500	0	96,500	For all City Facilities
UTILITIES	4382-000	17,508	13,833	21,000	5,505	21,000	0	21,000	Water & Sewer Service
HEAT	4383-000	39,627	35,144	48,000	21,817	48,000	0	48,000	Civic Complex & Other City Facilities
SANITATION	4384-000	13,422	16,159	12,000	6,914	12,000	0	12,000	Refuse Collection for City Complex & Other City Facilities
		354,684	348,626	378,475	180,298	378,475	8,204	386,679	
CONTRACTUAL SERVICES									
CONTRACTED SERVICES	4410-000	72,668	80,281	71,000	47,115	71,000	0	71,000	Pest Control, Copier Maintenance, Fire Extinguisher Maintenance, Postage Machine Rental, Shredder, Roof Inspections, Read/Calibrate Scales, Garage Door Maintenance, Cleaning Services
RENTED EQUIPMENT	4415-000	0	0	0	0	0	0	0	
SUBSCRIPTIONS & DUES	4452-000	2,619	91	200	25	200	0	200	Newspaper

CITY OF LINO LAKES

GOVERNMENT BUILDINGS (101-432)

Description	Object Code	Actual 2019	Actual 2020	Budget 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Proposed 2022	Budget Detail
		75,287	80,371	71,200	47,140	71,200	0	71,200	
CAPITAL OUTLAY									
EQUIPMENT	5000-000	969,314	0	0	5,863	0	0	0	
		969,314	0	0	5,863	0	0	0	
TOTAL GOVERNMENT BUILDINGS		1,436,942	477,011	494,586	252,870	494,595	22,925	517,520	

CITY OF LINO LAKES

PARKS (101-450)

Description	Object Code	Actual 2019	Actual 2020	Budget 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Proposed 2022	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	347,067	342,918	347,789	161,405	357,139	62,656	419,795	20% Public Services Director (25% in 2021) 100% Parks Supervisor 4 - 100% General Maintenance Workers (3 in 2021) 70% Administrative Assistant Temporaries: Seasonal Summer Park Staff 5 Staff @ 560 hrs @ \$15/hr
OVERTIME	4102-000	6,952	1,476	2,000	306	2,000	0	2,000	
TEMPORARIES	4106-000	32,929	16,322	39,200	7,602	42,000	0	42,000	
WELLNESS PROGRAM	4108-000	0	0	0	0	0	0	0	
PERA	4121-000	26,350	25,581	26,234	13,016	26,936	4,699	31,635	
SOCIAL SECURITY	4122-000	28,716	26,653	29,758	12,615	30,687	4,793	35,480	
ICMA EMPLOYER	4123-000	0	1,082	1,922	1,618	1,719	0	1,719	
HEALTH INSURANCE	4131-000	34,894	35,143	31,397	14,122	30,575	17,239	47,814	
LIFE & DISABILITY INSURANCE	4133-000	1,132	1,332	1,351	645	1,453	253	1,706	
DENTAL INSURANCE	4134-000	2,192	2,199	2,669	1,065	2,616	566	3,182	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	13,190	12,927	14,724	9,563	16,665	3,065	19,730	
		493,421	465,633	497,044	221,958	511,790	93,271	605,061	
SUPPLIES									
MAINTENANCE SUPPLIES	4211-000	43,838	16,204	42,000	12,751	42,000	31,000	73,000	Engineered Wood Fiber, Fencing & Netting, Trees, Plantings, Rock, Ag-Lime, Pea Rock, Class V, Fertilizer, Seed, Herbicides, Line Chalk, Field Marking Paint, Clay, Sod, Irrigation System Maint/Repair/Upgrade, Paint, Lumber, Dog Waste Bags, 2022- Install Base Lois Lane Trail (\$10,000), Replace Sunrise Park Hockey Rink (\$21,000)
SMALL TOOLS	4240-000	12,381	0	3,000	803	3,000	0	3,000	Hand Tools, Small Power Tools, Mowers, Chain Saws, Weed Whips
		56,219	16,204	45,000	13,554	45,000	31,000	76,000	
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	30,715	23,084	7,000	7,522	7,000	150	7,150	Cartegraph, Engineering
TELEPHONE	4321-000	1,346	907	2,000	368	2,000	0	2,000	Cell Phones, Ipads
TRAVEL & TUITION	4330-000	2,001	773	2,000	340	2,000	0	2,000	Certification Training, Seminars, Computer Training, Mileage
STIPEND - PARK COMM	4331-000	2,175	1,575	2,750	1,650	2,750	0	2,750	Board Members - 6 @ \$75 x 5 mtgs; Chair \$100 x 5 mtgs
UNIFORMS	4370-000	1,514	1,517	1,500	545	1,500	0	1,500	
ELECTRICITY	4381-000	2,758	2,961	3,500	1,460	3,500	0	3,500	Park Buildings and Shelters, Security Lighting, Hockey Rink Lights
UTILITIES (WATER/SEWER)	4382-000	28,057	23,665	25,000	96	25,000	0	25,000	Sewer, Water, Irrigation
HEAT	4383-000	3,973	3,463	5,000	2,380	5,000	0	5,000	
SANITATION	4384-000	2,017	936	1,800	208	1,800	0	1,800	Trash/Recycling - Sunrise Park
		74,555	58,882	50,550	14,568	50,550	150	50,700	
CONTRACTUAL SERVICES									

CITY OF LINO LAKES

PARKS (101-450)

Description	Object Code	Actual 2019	Actual 2020	Budget 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Proposed 2022	Budget Detail
CONTRACTED SERVICES	4410-000	111,091	41,015	97,000	7,217	78,000	34,250	112,250	Portable Restrooms, Weed Control, Tree/Stump Removal, Trail Construction/Repair/Maint. Irrigation Systems, 2022 - Resurface Six 1/2 Court Basketball Courts (\$25,250), Replace Birch Park Rink Lighting (\$9,000)
RENTED EQUIPMENT	4415-000	920	380	500	170	500	0	500	
SUBSCRIPTIONS & DUES	4452-000	116	65	200	65	200	0	200	Professional Memberships & Subscriptions
		112,128	41,460	97,700	7,452	78,700	34,250	112,950	
CAPITAL OUTLAY									
EQUIPMENT	5000-000	6,820	0	0	34,021	0	0	0	
		6,820	0	0	34,021	0	0	0	
TOTAL PARKS		743,143	582,178	690,294	291,553	686,040	158,671	844,711	

CITY OF LINO LAKES

RECREATION (101-451)

Description	Object Code	Actual 2019	Actual 2020	Budget 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Proposed 2022	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	100,533	70,828	0	0	0	38,568	38,568	0.5 FTE PT Recreation Coordinator
OVERTIME	4102-000	0	0	0	0	0	0	0	Temporaries: Warming House Attendants
TEMPORARIES	4106-000	8,829	8,189	0	0	0	0	0	
WELLNESS PROGRAM	4108-000	0	0	0	0	0	0	0	
PERA	4121-000	7,513	3,787	0	0	0	0	0	
SOCIAL SECURITY	4122-000	8,090	5,698	0	0	0	2,950	2,950	
ICMA EMPLOYER	4123-000	0	176	0	0	0	0	0	
HEALTH INSURANCE	4131-000	11,203	6,417	0	0	0	0	0	
LIFE & DISABILITY INSURANCE	4133-000	326	173	0	0	0	0	0	
DENTAL INSURANCE	4134-000	719	309	0	0	0	0	0	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	1,328	983	0	713	0	920	920	
		138,541	96,559	0	713	0	42,438	42,438	
SUPPLIES									
OFFICE SUPPLIES	4200-000	52	0	0	0	0	0	0	
MAINTENANCE SUPPLIES	4211-000	2,465	0	0	0	0	0	0	
		2,518	0	0	0	0	0	0	
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	0	0	0	0	0	0	0	
TELEPHONE	4321-000	72	72	0	0	0	0	0	
TRAVEL & TUITION	4330-000	685	0	0	0	0	0	0	
PRINTING & PUBLISHING	4340-000	75	0	0	0	0	0	0	
NEWSLETTER - PROGRAM SCHEDULE	4343-000	15,228	4,223	0	0	0	0	0	
		16,060	4,295	0	0	0	0	0	
CONTRACTUAL SERVICES									
CONTRACTED SERVICES	4410-000	0	0	0	0	0	0	0	
SUBSCRIPTIONS & DUES	4452-000	300	300	0	0	0	0	0	
		300	300	0	0	0	0	0	
CAPITAL OUTLAY									
EQUIPMENT	5000-000	9,895	0	0	0	0	0	0	
		9,895	0	0	0	0	0	0	
TOTAL RECREATION		167,314	101,154	0	713	0	42,438	42,438	

CITY OF LINO LAKES

OTHERS (101-499)

Description	Object Code	Actual 2019	Actual 2020	Budget 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Proposed 2022	Budget Detail
CONTINGENCY	4905-000	0	0	75,000	0	75,000	(15,000)	60,000	Operating Contingency
OPERATING TRANSFERS	4910-000	943,554	931,500	926,113	926,113	0	286,750	286,750	Capital Equipment Replacement Fund (\$271,750), Park and Trail Improvement Fund (\$15,000)
TOTAL OTHERS		943,554	931,500	1,001,113	926,113	75,000	271,750	346,750	

SUMMARY BY CATEGORY

PERSONAL SERVICES	7,151,305	6,982,969	7,720,968	3,273,257	7,976,629	423,307	8,399,936
SUPPLIES	426,334	373,979	504,230	189,607	488,175	51,250	539,425
OTHER SERVICES AND CHARGES	1,275,810	1,302,191	1,443,553	674,168	1,431,353	50,672	1,482,025
CONTRACTUAL SERVICES	736,057	629,084	821,336	211,420	783,336	1,439	784,775
CAPITAL OUTLAY	1,047,208	22,886	28,200	48,184	5,000	156,600	161,600
OTHERS	943,554	931,500	1,001,113	926,113	75,000	271,750	346,750
TOTAL EXPENDITURES	11,580,266	10,242,609	11,519,400	5,322,748	10,759,493	955,018	11,714,511

**City of Lino Lakes
2022 Capital Equipment Replacement**

<u>Department</u>	<u>Description</u>	<u>Amount</u>
Police	Primary Response Vehicle (Replaces Vehicle #317 Rotated to Fire)	57,680
	Primary Response Vehicle (Replaces Vehicle #392)	57,680
	Primary Response Vehicle (Replaces Vehicle #399)	57,680
	Total Police	<u>\$ 173,040</u>
Fire	Primary Response Vehicle (Replaces Vehicle #617 with Vehicle #317)	2,000
	Total Fire	<u>\$ 2,000</u>
Fleet	Bobcat Toolcat 5600 (Replaces Vehicle #404)	32,000
	Ford F-350 w/ Dump Box (New to Fleet - New Hire)	65,000
	Total Fleet	<u>\$ 97,000</u>
	Grand Total	<u><u>\$ 272,040</u></u>

CITY OF LINO LAKES

2022 PROPOSED CAPITAL EQUIPMENT REPLACEMENT REVENUE

	Account Number	Actual 2019	Actual 2020	Budget 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Proposed 2022	Budget Detail
Property Taxes									
General Property Tax	402-000-3010-000	0	0	0	0	0	150,000	150,000	
		0	0	0	0	0	150,000	150,000	
Investment Earnings									
Interest on Investments	402-000-3620-000	13,699	12,775	0	(875)	0	0	0	
		13,699	12,775	0	(875)	0	0	0	
Miscellaneous									
Refunds & Reimbursements	402-000-3730-000	973	0	0	0	0	0	0	
		973	0	0	0	0	0	0	
Other Financing Sources									
Use of Fund Reserves	402-000-3900-000	0	0	485,000	0	0	0	0	
Sale of Fixed Assets	402-000-3910-000	71,591	15,365	0	97,301	0	0	0	
Transfer From Other Funds	402-000-3920-000	0	0	0	0	0	271,750	271,750	Transfer from General Fund
Bond Proceeds	402-000-3930-000	388,535	294,235	0	0	0	0	0	Certificates of Indebtedness
		460,126	309,600	485,000	97,301	0	271,750	271,750	
Total Revenues		474,798	322,375	485,000	96,426	0	421,750	421,750	

CITY OF LINO LAKES

Capital Equipment Replacement

Description	Object Code	Actual 2019	Actual 2020	Adopted 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Proposed 2022	Budget Detail
CAPITAL OUTLAY									
POLICE EQUIPMENT	402-420-5000-000	71,079	104,902	168,000	0	0	173,040	173,040	
FIRE EQUIPMENT	402-421-5000-000	0	0	45,000	0	0	2,000	2,000	
FLEET EQUIPMENT	402-431-5000-000	298,024	261,688	272,000	263,850	0	97,000	97,000	
		369,103	366,590	485,000	263,850	0	272,040	272,040	
TOTAL CAPITAL EQUIPMENT REPLACEMENT		369,103	366,590	485,000	263,850	0	272,040	272,040	

**CITY OF LINO LAKES
WATER OPERATING FUND (601)
2022 PROPOSED REVENUE BUDGET**

	Account Number	Actual 2019	Actual 2020	Budget 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Proposed 2022	Budget Detail
Operating Revenue									
Current Assessments	601-000-3110-000	0	0	0	0	0	0	0	
Delinquent Assessments	601-000-3120-000	137	0	0	0	0	0	0	
Penalties & Interest	601-000-3150-000	35	141	0	0	0	0	0	
Water Hook-Up Charge	601-000-3248-000	31,510	43,260	36,500	41,750	36,500	4,750	41,250	
Other State Revenue	601-000-3348-000	0	0	0	0	0	0	0	
Other Grants	601-000-3372-000	0	42,152	0	0	0	0	0	
Water Meter Sales	601-000-3406-000	37,442	72,825	50,000	77,917	50,000	28,260	78,260	
Irrigation Controller Sales	601-000-3407-000	0	0	0	4,750	0	5,000	5,000	
Interest on Investments	601-000-3620-000	122,121	100,912	50,000	(8,034)	50,000	0	50,000	
Change in Fair Value of Investments	601-000-3621-000	87,935	48,711	0	0	0	0	0	
Miscellaneous Revenue	601-000-3714-000	2,953	982	2,500	1,085	2,500	0	2,500	
Refunds and Reimbursements	601-000-3730-000	0	0	0	0	0	0	0	
Flat Water Charge	601-000-3850-000	0	0	0	0	0	287,680	287,680	Quarterly Base Fee
Water Sales	601-000-3855-000	1,079,470	1,210,916	1,080,000	342,169	1,080,000	188,772	1,268,772	Volume Charges
Water Penalties	601-000-3858-000	21,033	13,435	22,000	7,796	22,000	0	22,000	
Sale of Capital Assets	601-000-3910-000	(2,035)	0	0	13,750	0	0	0	
Operating Transfers	601-000-3920-000	0	0	0	0	0	0	0	
		1,380,602	1,533,333	1,241,000	481,184	1,241,000	514,462	1,755,462	
Other Sources									
Use of Reserves		0	0	282,918	0	0	1,362,762	1,362,762	
		0	0	282,918	0	0	1,362,762	1,362,762	
Total Operating Revenue & Other Sources		1,380,602	1,533,333	1,523,918	481,184	1,241,000	1,877,224	3,118,224	

CITY OF LINO LAKES

WATER (601-494)

Description	Object Code	Actual 2019	Actual 2020	Budget 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Proposed 2022	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	202,465	207,181	221,373	103,111	244,591	31,328	275,919	15% Public Service Director
OVERTIME	4102-000	9,326	8,659	7,000	3,542	7,000	0	7,000	10% Community Development Director
ON CALL	4105-000	5,176	5,163	4,996	(201)	5,000	0	5,000	50% Utility Supervisor
TEMPORARIES	4106-000	8,005	5,746	9,240	1,951	9,900	0	9,900	4 - 50% General Maintenance Workers (3 in 2021)
WELLNESS PROGRAM	4108-000	0	0	0	0	0	0	0	15% Administrative Assistant
PERA	4121-000	15,571	15,406	17,503	8,669	19,244	2,350	21,594	7.5% Finance Director
FICA/MEDICARE	4122-000	15,853	15,994	18,560	7,839	20,386	2,397	22,783	50% Accounting Clerk I
ICMA EMPLOYER	4123-000	0	132	294	0	428	0	428	12.5% Accounting Clerk II
PENSION EXPENSE	4125-000	3,179	16,489	0	0	0	0	0	25% Office Specialist
HEALTH INSURANCE	4131-000	29,655	25,742	25,528	11,818	27,615	8,310	35,925	Temporaries: Seasonal Utilities Staff
LIFE & DISABILITY INSURANCE	4133-000	690	762	1,027	412	1,190	141	1,331	1.5 Staff @ 11 wks @ 40 hrs/wk @ \$15/hr
DENTAL INSURANCE	4134-000	1,752	1,630	1,753	856	1,807	269	2,076	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	5,683	4,808	5,463	3,436	6,244	1,064	7,308	
		297,355	307,711	312,737	141,433	343,405	45,859	389,264	
SUPPLIES									
OFFICE SUPPLIES	4200-000	1,993	4,407	2,500	335	2,500	0	2,500	Utility Billing Forms, Computer and General Supplies
MAINTENANCE SUPPLIES	4211-000	36,807	26,602	45,000	11,624	45,000	0	45,000	Fire Hydrants, Hydrant Hoses, Flushing Equipment, Gate Valves, Hardware for Repairs, Replacement Plumbing Supplies, Heaters, Dehumidifiers, Locate Paint and Flags, Gravel, Rock, Sand, Property Maintenance Supplies
FUELS	4212-000	10,000	10,000	10,000	0	10,000	0	10,000	
METERS	4215-000	36,934	74,483	80,000	52,453	80,000	0	80,000	New/Replacement Meters, New/Replacement MXU'S, Irrigation Meters, Commercial Meters
IRRIGATION CONTROLLERS	4216-000	0	61,029	20,000	18,999	20,000	0	20,000	
SHOP PARTS	4221-000	0	0	0	0	0	0	0	
CHEMICALS	4222-000	87,329	111,420	80,000	23,675	80,000	0	80,000	Polyphosphate, Fluoride, Chlorine, Chemical Pumps, Chemical Containment, Reagents for Water Sampling
SMALL TOOLS	4240-000	1,807	2,336	2,500	920	2,500	0	2,500	Wrenches, Drills, Saws
		174,870	290,276	240,000	108,007	240,000	0	240,000	
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	87,259	147,980	125,000	36,254	100,000	300	100,300	Water Main Breaks, Well/Tower Maintenance, Scada Maintenance/Upgrades, Fire Hydrant Painting, RPZ Testing, Cartograph, DNR Appropriations
MUNICIPAL ENGINEER	4304-000	22,091	27,309	25,000	9,243	25,000	0	25,000	
OTHER CONSULTANT	4310-000	2,589	10,999	11,347	6,246	11,347	13,028	24,375	Springbrook License Subscription - UB Module, Metro-iNet Services, Programs & Support (Includes Cisco Telephone)
TELEPHONE	4321-000	4,092	5,056	5,000	1,851	5,000	0	5,000	Cellular Phones, Well House Land Line Back-up
POSTAGE	4322-000	5,600	4,859	5,500	2,420	5,500	0	5,500	Utility Billing Postage, Postage Meter Charge, Certified Mail, General Shipping
TRAVEL & TUITION	4330-000	414	1,000	3,000	1,297	3,000	0	3,000	
PRINTING & PUBLISHING	4340-000	2,389	3,598	3,500	0	3,500	6,500	10,000	Consumer Confidence Reports, Mass Mailing
INSURANCE	4360-000	7,569	9,514	10,374	6,289	10,374	1,476	11,850	
AUTO INSURANCE	4363-000	644	783	700	627	700	260	960	
UNIFORMS	4370-000	649	833	760	321	760	0	760	Clothing Allowance
ELECTRICITY	4381-000	88,335	76,731	90,000	27,182	90,000	0	90,000	Well House Lighting and Pump Usage
UTILITIES (WATER/SEWER)	4382-000	5,557	6,021	15,000	1,862	15,000	0	15,000	Blaine, Shoreview, and Centennial Utilities - Utility Connections
HEAT	4383-000	3,332	2,496	5,000	1,368	5,000	0	5,000	Well House Heating
		230,519	297,177	300,181	94,960	275,181	21,564	296,745	
CONTRACTUAL SERVICES									
CONTRACTED SERVICES	4410-000	13,802	19,463	10,000	5,404	10,000	8,520	18,520	Gopher One-Call, Monthly Lab Testing, Credit Card Processing Fees, Utility Statement Processing
SUBSCRIPTIONS & DUES	4452-000	671	760	1,000	823	1,000	0	1,000	AWWA, Water Operators Licenses
		14,473	20,223	11,000	6,227	11,000	8,520	19,520	
DEPRECIATION									
ASSET DEPRECIATION	4510-000	603,557	616,893	605,000	0	605,000	178,605	783,605	Annual Depreciation Expense - Water Infrastructure & Equip
		603,557	616,893	605,000	0	605,000	178,605	783,605	
OTHER									
OPERATING TRANSFERS	4910-000	226,722	127,357	0	0	0	407,680	407,680	Flat Water Charge Transferred to Area and Unit Fund (\$287,680), Water Fund Portion of 2022 Street Rehabilitation (\$120,000)
		226,722	127,357	0	0	0	407,680	407,680	
CAPITAL OUTLAY									
EQUIPMENT	5000-000	0	0	55,000	67,273	0	1,765,015	1,765,015	50% Utilities Vehicle (\$33,015), Water Tower #2 Refurbish (\$1,700,000), Towable Generator (\$32,000)
		0	0	55,000	67,273	0	1,765,015	1,765,015	
TOTAL WATER FUND		1,547,496	1,659,638	1,523,918	417,899	1,474,586	2,427,243	3,901,829	

**CITY OF LINO LAKES
SEWER OPERATING FUND (602)
2022 PROPOSED REVENUE BUDGET**

	Account Number	Actual 2019	Actual 2020	Budget 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Proposed 2022	Budget Detail
Operating Revenue									
Current Assessments	602-000-3110-000	708	708	0	0	0	0	0	
Delinquent Assessments	602-000-3120-000	137	0	0	0	0	0	0	
Penalties & Interest	602-000-3150-000	35	141	0	0	0	0	0	
Sewer Hook-Up Charge	602-000-3249-000	25,434	35,187	29,000	34,097	29,000	4,000	33,000	
Interest on Investments	602-000-3620-000	182,252	157,998	80,000	(13,039)	80,000	0	80,000	
Change in Fair Value of Investments	602-000-3621-000	131,246	76,343	0	0	0	0	0	
Refunds and Reimbursements	602-000-3730-000	0	0	0	15,276	0	0	0	
Sewer Sales	602-000-3856-000	1,718,649	1,750,010	1,700,000	888,819	1,700,000	62,586	1,762,586	
Sewer Penalties	602-000-3858-000	26,180	17,185	26,000	11,562	26,000	0	26,000	
Sale of Capital Assets	602-000-3910-000	0	0	0	13,750	0	0	0	
Operating Transfers	602-000-3920-000	0	83,821	0	0	0	0	0	
		2,084,639	2,121,392	1,835,000	950,465	1,835,000	66,586	1,901,586	
Other Sources									
Use of Reserves		0	0	392,698	0	0	68,416	68,416	
		0	0	392,698	0	0	68,416	68,416	
Total Operating Revenue & Other Sources		2,084,639	2,121,392	2,227,698	950,465	1,835,000	135,002	1,970,002	

CITY OF LINO LAKES

SEWER (602-495)

Description	Object Code	Actual 2019	Actual 2020	Budget 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Proposed 2022	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	202,464	207,180	221,373	103,110	244,591	31,328	275,919	15% Public Service Director
OVERTIME	4102-000	9,327	8,659	7,000	3,542	7,000	0	7,000	10% Community Development Director
ON CALL	4105-000	5,176	5,163	4,996	(201)	5,000	0	5,000	50% Utility Supervisor
TEMPORARIES	4106-000	8,005	5,746	9,240	1,951	9,900	0	9,900	4 - 50% General Maintenance Workers (3 in 2020)
WELLNESS PROGRAM	4108-000	0	0	0	0	0	0	0	15% Administrative Assistant
PERA	4121-000	15,571	15,407	17,503	8,669	19,244	2,350	21,594	7.5% Finance Director
FICA/MEDICARE	4122-000	15,853	15,993	18,560	7,840	20,386	2,397	22,783	50% Accounting Clerk I
ICMA EMPLOYER	4123-000	0	132	294	0	428	0	428	12.5% Accounting Clerk II
PENSION EXPENSE	4125-000	3,179	18,808	0	0	0	0	0	25% Office Specialist
HEALTH INSURANCE	4131-000	29,654	25,742	25,528	11,818	27,615	8,310	35,925	Temporaries: Seasonal Utilities Staff
LIFE & DISABILITY INSURANCE	4133-000	689	763	1,027	413	1,190	141	1,331	1.5 Staff @ 11 wks @ 40 hrs/wk @ \$15/hr
DENTAL INSURANCE	4134-000	1,752	1,630	1,753	856	1,807	269	2,076	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	13,975	10,865	12,334	7,757	14,005	2,528	16,533	
		305,645	316,087	319,608	145,755	351,166	47,323	398,489	
SUPPLIES									
OFFICE SUPPLIES	4200-000	1,451	4,231	5,809	335	2,500	0	2,500	Utility Billing Forms, Computer and General Supplies
MAINTENANCE SUPPLIES	4211-000	17,159	16,759	59,769	500	45,000	0	45,000	Impellers, Screens, UPS, Heaters, Batteries, Manhole Repair Supplies, Check Valves, Gate Valves, Road Repair Materials
FUELS	4212-000	10,000	10,000	10,000	0	10,000	0	10,000	
SMALL TOOLS	4240-000	1,882	2,254	4,521	784	2,500	0	2,500	Valve Keys, Locators, Wrenches, Plumbing Tools
		30,492	33,244	80,099	1,619	60,000	0	60,000	
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	91,955	184,009	105,000	39,526	105,000	60,300	165,300	Lift Station Cleaning, Lift Station Repairs/Upgrades, Sewer Line Cleaning/Camera, Sycom, Generator Maintenance/Inspection, Pump Repair/Service, Sewer Line Breaks, Cartograph, 2022- Sanitary Sewer/Manhole Lining (\$60,000)
MUNICIPAL ENGINEER	4304-000	17,713	23,749	25,000	10,440	25,000	0	25,000	
OTHER CONSULTANTS	4310-000	2,589	10,999	11,347	6,246	11,347	13,028	24,375	Springbrook License Subscription - UB Module, Metro-iNet Services, Programs & Support (Includes Cisco Telephone)
TELEPHONE	4321-000	2,166	1,603	1,500	512	1,500	0	1,500	Cellular Phones, Lift Stations
POSTAGE	4322-000	5,600	4,837	5,000	2,158	5,000	0	5,000	Utility Billing Postage
TRAVEL & TUITION	4330-000	1,304	1,000	3,000	682	3,000	0	3,000	OSHA Compliance Safety Training
PRINTING & PUBLISHING	4340-000	0	0	500	0	500	0	500	
INSURANCE	4360-000	14,736	15,500	18,896	11,971	18,896	(1,356)	17,540	
AUTO INSURANCE	4363-000	644	783	700	627	700	260	960	
UNIFORMS	4370-000	649	765	760	321	760	0	760	Clothing Allowance
ELECTRICITY	4381-000	30,207	31,682	30,000	13,598	30,000	2,000	32,000	Power to Run Lift Station Pumps and Controls
UTILITIES (WATER/SEWER)	4382-000	13,290	13,949	15,000	3,675	15,000	0	15,000	Blaine, Shoreview, and Centennial Utilities - Utility Connections
HEAT	4383-000	1,430	1,537	1,800	599	1,800	0	1,800	Natural Gas for On-site Generators
		182,283	290,413	218,503	90,354	218,503	74,232	292,735	
CONTRACTUAL SERVICES									
MCES TREATMENT CHARGES	4405-000	977,612	1,035,391	988,488	576,618	988,488	99,255	1,087,743	MCES Sewer Treatment Costs
CONTRACTED SERVICES	4410-000	10,282	11,333	9,000	4,684	9,000	6,020	15,020	Gopher One-Call, Credit Card Processing Fees, Utility Statement Processing
RENTED EQUIPMENT	4415-000	0	329	0	0	0	0	0	
SUBSCRIPTIONS & DUES	4452-000	580	295	1,000	79	1,000	0	1,000	Sewer Operators Licenses, APWA Membership
		988,474	1,047,348	998,488	581,382	998,488	105,275	1,103,763	
DEPRECIATION									
ASSET DEPRECIATION	4510-000	495,816	512,771	500,000	0	500,000	74,323	574,323	Annual Depreciation Expense - Sewer Infrastructure & Equip
		495,816	512,771	500,000	0	500,000	74,323	574,323	
OTHER									
OPERATING TRANSFERS	4910-000	0	0	0	0	0	0	0	
		0	0	0	0	0	0	0	
CAPITAL OUTLAY									
EQUIPMENT	5000-000	0	0	111,000	47,430	0	115,015	115,015	50% Utilities Vehicle (\$33,015), Push Camera/line tracer (\$15,000), Lift #7 Generator Replacement (\$35,000), Towable Generator (\$32,000)
		0	0	111,000	47,430	0	115,015	115,015	
TOTAL SEWER FUND		2,002,710	2,199,863	2,227,698	866,540	2,128,157	416,168	2,544,325	

**CITY OF LINO LAKES
STORM WATER OPERATING FUND (603)
2022 PROPOSED REVENUE BUDGET**

Account Number	Actual 2019	Actual 2020	Budget 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Proposed 2022	Budget Detail
Operating Revenue								
Current Assessments	603-000-3110-000	0	0	0	0	0	0	0
Delinquent Assessments	603-000-3120-000	0	0	0	0	0	0	0
Penalties & Interest	603-000-3150-000	0	0	0	0	0	0	0
Interest on Investments	603-000-3620-000	0	0	0	0	0	0	0
Change in Fair Value of Investments	603-000-3621-000	0	0	0	0	0	0	0
Refunds and Reimbursements	603-000-3730-000	0	0	0	0	0	0	0
Storm Water Fee	603-000-3859-000	0	0	0	0	583,000	583,000	
Sale of Capital Assets	603-000-3910-000	0	0	0	0	0	0	0
Operating Transfers	603-000-3920-000	0	0	0	0	0	0	0
		0	0	0	0	583,000	583,000	
Other Sources								
Use of Reserves		0	0	0	0	0	0	0
		0	0	0	0	0	0	0
Total Operating Revenue & Other Sources		0	0	0	0	0	583,000	583,000

CITY OF LINO LAKES

STORM WATER (603-496)

Description	Object Code	Actual 2019	Actual 2020	Budget 2021	June YTD 2021	2022 Base Budget	2022 Adjustments Requested	Proposed 2022	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	0	0	0	0	74,137	62,656	136,793	10% Public Service Director
OVERTIME	4102-000	0	0	0	0	0	0	0	10% Community Development Director
ON CALL	4105-000	0	0	0	0	0	0	0	30% Streets Supervisor
TEMPORARIES	4106-000	0	0	0	0	0	0	0	25% Environmental Coordinator
WELLNESS PROGRAM	4108-000	0	0	0	0	0	0	0	1 - 100% General Maintenance Worker (New Hire)
PERA	4121-000	0	0	0	0	5,560	4,699	10,259	
FICA/MEDICARE	4122-000	0	0	0	0	5,672	4,793	10,465	
ICMA EMPLOYER	4123-000	0	0	0	0	285	0	285	
PENSION EXPENSE	4125-000	0	0	0	0	0	0	0	
HEALTH INSURANCE	4131-000	0	0	0	0	5,016	16,622	21,638	
LIFE & DISABILITY INSURANCE	4133-000	0	0	0	0	380	253	633	
DENTAL INSURANCE	4134-000	0	0	0	0	405	539	944	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	0	0	0	0	3,307	5,057	8,364	
		0	0	0	0	94,762	94,619	189,381	
SUPPLIES									
OFFICE SUPPLIES	4200-000	0	0	0	0	0	0	0	
MAINTENANCE SUPPLIES	4211-000	0	0	0	0	0	17,000	17,000	
FUELS	4212-000	0	0	0	0	0	4,000	4,000	
SMALL TOOLS	4240-000	0	0	0	0	0	3,000	3,000	
		0	0	0	0	0	24,000	24,000	
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	0	0	0	0	0	7,000	7,000	Public Education, Consultant Services
MUNICIPAL ENGINEER	4304-000	0	0	0	0	0	35,000	35,000	Retainer (\$13,465), Project Development (\$21,535)
OTHER CONSULTANTS	4310-000	0	0	0	0	0	8,550	8,550	Metro-iNet Services, Programs & Support
TELEPHONE	4321-000	0	0	0	0	0	350	350	
POSTAGE	4322-000	0	0	0	0	0	955	955	Utility Billing Postage
TRAVEL & TUITION	4330-000	0	0	0	0	0	2,500	2,500	
PRINTING & PUBLISHING	4340-000	0	0	0	0	0	0	0	
INSURANCE	4360-000	0	0	0	0	0	0	0	
AUTO INSURANCE	4363-000	0	0	0	0	0	260	260	
UNIFORMS	4370-000	0	0	0	0	0	0	0	
ELECTRICITY	4381-000	0	0	0	0	0	0	0	
UTILITIES (WATER/SEWER)	4382-000	0	0	0	0	0	0	0	
HEAT	4383-000	0	0	0	0	0	0	0	
		0	0	0	0	0	54,615	54,615	
CONTRACTUAL SERVICES									
CONTRACTED SERVICES	4410-000	0	0	0	0	0	247,255	247,255	Sweeping/Repairs, SWMP (Ditch, Pipe, Pond) Cleaning, Credit Card Processing Fees, Utility Statement Processing
RENTED EQUIPMENT	4415-000	0	0	0	0	0	0	0	
SUBSCRIPTIONS & DUES	4452-000	0	0	0	0	0	500	500	
		0	0	0	0	0	247,755	247,755	
DEPRECIATION									
ASSET DEPRECIATION	4510-000	0	0	0	0	0	0	0	
		0	0	0	0	0	0	0	
OTHER									
OPERATING TRANSFERS	4910-000	0	0	0	0	0	0	0	
		0	0	0	0	0	0	0	
CAPITAL OUTLAY									
EQUIPMENT	5000-000	0	0	0	0	0	67,249	67,249	Capital Equipment Reserve, 2022 - Storm Utility Vehicle
		0	0	0	0	0	67,249	67,249	
TOTAL SEWER FUND		0	0	0	0	94,762	488,238	583,000	

**CITY COUNCIL
AGENDA ITEM 2B**

STAFF ORIGINATOR: Hannah Lynch, Finance Director

MEETING DATE: September 27, 2021

TOPIC: Consider Resolution No. 21-100, Setting the Date and Time for a Public Hearing for the Proposed 2022 Operating Budget and 2021 Tax Levy, Collectible in 2022

VOTE REQUIRED: Simple Majority

BACKGROUND

Cities with populations over 500 are required to hold a public hearing to receive public input on the proposed levy and general operating budget.

Resolution No. 21-100 sets Monday, December 13, 2021, at 6:30 p.m. during the regularly scheduled City Council meeting as the date for the City's hearing. Final adoption of the 2021/2022 tax levy and 2022 general operating budget is anticipated immediately following the hearing.

RECOMMENDATION

Staff recommends adoption of Resolution No. 21-100.

ATTACHMENTS

Resolution No. 21-100

**CITY OF LINO LAKES
RESOLUTION NO. 21-100**

**RESOLUTION SETTING THE DATE AND TIME FOR THE PUBLIC HEARING FOR
THE PROPOSED 2022 OPERATING BUDGET AND 2021 TAX LEVY, COLLECTIBLE
IN 2022**

WHEREAS, cities are required to hold a hearing during a regularly scheduled City Council meeting to receive public input on the proposed operating budget and tax levy; and,

WHEREAS, the City Council of Lino Lakes wishes to set the date and time of its meeting for this purpose.

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

1. The public hearing date is hereby set for Monday, December 13, 2021, at 6:30 p.m. during the regularly scheduled City Council meeting with final adoption of the 2021/2022 tax levy and 2022 operating budget anticipated immediately following the hearing.

Adopted by the City Council of the City of Lino Lakes this 27th day of September, 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

**CITY COUNCIL
AGENDA ITEM 2C**

STAFF ORIGINATOR: Hannah Lynch, Finance Director

MEETING DATE: September 27, 2021

TOPIC: Canceling Debt Service Tax Levy(s)

VOTE REQUIRED: Simple Majority

INTRODUCTION

State Law requires that the County Auditor maintain bond registers that have information relating to any bonded debt issued by a local taxing authority within the county. For bonds that have tax levies pledged for payment of all or part of the debt, the county auditor must certify that any required tax levies have been made. State Law requires the county to levy the amount originally certified and scheduled, unless the taxing authority passes a resolution canceling the debt service levy.

BACKGROUND

G.O. Improvement Bonds, Series 2013A

In June 2013, the City Council awarded the sale of \$615,000 Taxable General Obligation Improvement Bonds, Series 2013A to finance the extension of Otter Lake Road north of CSAH 14. At the time of issuance, an annual tax levy was included in the bond documents for the payment of future debt service. It was fully anticipated that the annual debt service would be satisfied by collections of special assessments and through other funding sources, and that the tax levy would be evaluated and canceled, if possible, on an annual basis.

Following an analysis of the resources available for payment of the ensuing year debt service, staff has concluded that adequate resources are available, and recommends that the debt service tax levy for 2021, collectible in 2022 be canceled by the City Council. By adopting Resolution No. 21-101 the City Council hereby cancels the 2021/2022 debt service levy for this bond issue.

G.O. Capital Note, Series 2016A

In February 2016, the City Council authorized the issuance of a capital note payable to the City of Circle Pines to finance the City of Lino Lakes share of the cost of capital equipment to be used by the North Metro Telecommunications Commission. At the time of issuance, an annual tax levy was included in the bond documents for the payment of future debt service. It was fully anticipated that the annual debt service would be satisfied by collection of fee revenues from the North Metro Telecommunications Commission, and that the tax levy would be evaluated and canceled, if possible, on an annual basis.

Following an analysis of the resources available for payment of the ensuing year debt service, staff has concluded that adequate resources are available, and recommends that the debt service

tax levy for 2021, collectible in 2022 be canceled by the City Council. By adopting Resolution No. 21-102, the City Council hereby cancels the 2021/2022 debt service levy for this capital note issue.

RECOMMENDATION

Staff recommends adoption of Resolution No. 21-101 and 21-102.

ATTACHMENTS

Resolution No. 21-101 and 21-102

**CITY OF LINO LAKES
RESOLUTION NO. 21-101**

**RESOLUTION CANCELING THE 2021/2022 DEBT SERVICE TAX LEVY FOR G.O.
IMPROVEMENT BONDS, SERIES 2013A**

WHEREAS, a tax levy is scheduled for 2021, to be collected in 2022 to pay the debt service on the G.O. Improvement Bonds, Series 2013A; and,

WHEREAS, funds are available from other sources to satisfy such debt service requirements; and,

WHEREAS, it is the desire of the City Council to cancel such debt service levy for 2021, collectible in 2022.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Lino Lakes, Minnesota, that the tax levy scheduled for 2021, to be collected in 2022 to pay the debt service on the G.O. Improvement Bonds, Series 2013A is hereby cancelled.

Adopted by the City Council of the City of Lino Lakes this 27th day of September, 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

**CITY OF LINO LAKES
RESOLUTION NO. 21-102**

**RESOLUTION CANCELING THE 2021/2022 DEBT SERVICE TAX LEVY FOR G.O.
CAPITAL NOTE, SERIES 2016A**

WHEREAS, a tax levy is scheduled for 2021 to be collected in 2022 to pay the debt service on the G.O. Capital Note, Series 2016A; and,

WHEREAS, funds are available from other sources to satisfy such debt service requirements; and,

WHEREAS, it is the desire of the City Council to cancel such debt service levy for 2021, collectible in 2022.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Lino Lakes, Minnesota, that the tax levy scheduled for 2021 to be collected in 2022 to pay the debt service on the G.O. Capital Note, Series 2016A is hereby cancelled.

Adopted by the City Council of the City of Lino Lakes this 27th day of September, 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

**CITY COUNCIL
AGENDA ITEM 3A**

STAFF ORIGINATOR: Meg Sawyer, Human Resources Manager

MEETING DATE: September 27, 2021

TOPIC: Consider Appointment of Police Officer

VOTE REQUIRED: 3/5

INTRODUCTION

The Council is being asked to approve the appointment of Shelby Bonczek to a vacant Police Officer position in the Public Safety Department.

BACKGROUND

There are currently three vacant Police Officer positions within the Public Safety Department. At this time, staff has completed a recruitment process, provided a conditional offer, and is recommending the approval of Shelby Bonczek for the position.

Shelby has a Bachelor's Degree from University of Minnesota Duluth with major in Criminology and a minor in Psychology. She has met all POST mandates.

The hourly rate of pay would be \$35.85, which is the Starting Step of the union wage schedule. The wage schedule has six steps.

With the Council's approval, Shelby Bonczek would start in the position of Police Officer on October 18, 2021.

RECOMMENDATION

Approve the appointment of Shelby Bonczek for the Police Officer position.

**CITY COUNCIL
AGENDA ITEM 3B**

STAFF ORIGINATOR: Meg Sawyer, Human Resources and Communications Manager

MEETING DATE: September 27, 2021

TOPIC: Consider Resolution No. 21-103, Increasing the Benefit Level for Firefighters Vested in the Statewide Volunteer Firefighters Retirement Plan

VOTE REQUIRED: 3/5

INTRODUCTION

The City Council is being asked to consider Resolution No. 21-103, Increasing the Benefit Level for Firefighters Vested in the Statewide Volunteer Firefighters Retirement Plan.

BACKGROUND

Staff has reviewed the employee benefit level for Paid On-Call Firefighters (POC) participating in the Statewide Volunteer Firefighters Retirement Plan (SVFRP). Staff has determined that the Lino Lakes SVFRP is financially stable and well-funded and would support increasing the benefit level for POC Firefighters. The current benefit level per year of service is \$5,000 which was established when Lino Lakes enrolled in the SVFRP in 2014 (City of Lino Lakes Resolution #14-110).

Staff requested that PERA conduct a cost analysis of the Lino Lakes SVFRP to determine what the impact would be on the overall financial stability of the Lino Lakes SVFRP if the benefit level for POC Firefighters increased. It was determined that increasing the benefit level to \$7,000 per year of service, will not adversely impact the financial stability of the Lino Lakes SVFRP.

Funding of the SVFRP is from existing fire state aid and investment earnings; increasing the benefit level to \$7,000 per year of service will not require a municipal contribution.

RECOMMENDATION

Staff is recommending the approval of Resolution No. 21-103.

ATTACHMENT

Resolution No. 21-103

**CITY OF LINO LAKES
RESOLUTION NO. 21-103**

**RESOLUTION OPTING TO INCREASE THE BENEFIT LEVEL FOR FIREFIGHTERS
WHO ARE VESTED IN THE VOLUNTARY STATEWIDE VOLUNTEER
FIREFIGHTER (SVF) RETIREMENT PLAN**

WHEREAS, The City of Lino Lakes previously authorized the fire department to join the Voluntary Statewide Volunteer Firefighter Retirement Plan administered by the Public Employees Retirement Association (PERA); and

WHEREAS, The City of Lino Lakes requested and obtained a cost analysis of increasing the benefit level for firefighters who are vested in the Voluntary Statewide Volunteer Firefighter Retirement Plan from PERA not more than 120 days ago; and

WHEREAS, The City of Lino Lakes understands that Minnesota statute allows an increase in benefit levels if the plan is fully funded, but does not have provisions for a decrease in benefit levels; and

WHEREAS, The City of Lino Lakes highly values the contributions of City Fire Department members to the safety and well-being of our community and wishes to safeguard their pension investments in a prudent manner.

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

1. The City hereby approves an increase in the benefit level for firefighters who have completed at least 5 years of good time service credit as a member of the Voluntary Statewide Volunteer Firefighter Retirement Plan administered by PERA at the \$7,000 benefit level per year of service, effective January 1, 2022; and
2. The City Clerk and Mayor are hereby authorized to execute all documents necessary to effectuate the intent of this resolution.

Adopted by the City Council of the City of Lino Lakes this 27th day of September, 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 3C**

STAFF ORIGINATOR: Meg Sawyer, Human Resources and Communications Manager

MEETING DATE: September 27, 2021

TOPIC: Consider Resolution No. 21-104, Authorizing the Allocation of Fire State Aid to Cover Employer Contributions to the PERA Police and Fire Plan

VOTE REQUIRED: 3/5

INTRODUCTION

The City Council is being asked to consider Resolution No. 21-104, Authorizing the Allocation of Fire State Aid to Cover Employer Contributions to the PERA Police and Fire Plan.

BACKGROUND

Staff has reviewed recent legislative changes related to the Statewide Volunteer Firefighter Retirement Plan (SVFRP) and the City's ability to seek reimbursement for pension related costs to full-time fire personnel.

Minnesota Statute 477B.041 was amended during the 2021 legislative session and signed into law by Governor Walz allowing municipalities in Minnesota that provide fire services with a combination department (fire services provided with POC and full-time fire personnel) to petition for reimbursement for pension costs paid by the municipality for full-time staff.

Prior to this law, municipalities that utilized POC firefighters to provide fire services were not able to seek any funding for pension costs paid by the municipality for full-time fire personnel.

RECOMMENDATION

Staff is recommending approval of Resolution No. 21-104.

ATTACHMENTS

Resolution 21-104
Aid Allocation Plan

**CITY OF LINO LAKES
RESOLUTION NO. 21-104**

**RESOLUTION AUTHORIZING THE ALLOCATION OF FIRE STATE AID TO
COVER EMPLOYER CONTRIBUTIONS TO THE PERA POLICE AND FIRE
PLAN**

WHEREAS, the City of Lino Lakes Statewide Volunteer Firefighter Plan meets the requirements of a combined fire department as defined in Minnesota Statute 477B.041;

WHEREAS, the City of Lino Lakes is eligible to allocate a portion of fire state aid for employer contributions to the PERA Police and Fire Plan:

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

1. The City hereby approves the terms of the aid allocation plan; and
2. The City Clerk and Mayor are hereby authorized to execute all documents necessary to effectuate the intent of this resolution.

Adopted by the City Council of the City of Lino Lakes this 27th day of September, 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



STATEWIDE VOLUNTARY FIREFIGHTER (SVF) PLAN ALLOCATION PLAN TEMPLATE

Your Statewide Volunteer Firefighter (SVF) Plan meets the requirements of a combined fire department as defined in Minn. Stat. 477B.041. As a result, the governing body and fire department are eligible to share fire state aid. The provision is effective for Fire State Aid payable beginning in 2022. To share state aid, law requires that you have an allocation plan. You may use this completed form as your allocation plan. After it is complete, return it to PERA.

1. Municipality: City of Lino Lakes

2. Are you a combined department: Yes No **STOP.** If you answered NO, you are NOT eligible to share state aid.

Number of Active Firefighters in Police & Fire Plan 1 and SVF Plan 21 as of December 31.

3. Distribution method of fire state aid:

- Percent of Fire State Aid paid to City _____ %
- Dollar amount paid to City \$ _____
- Transfer formula selected: Employer contributions for firefighters paid proceeding calendar year

4. Length of allocation plan:

Start Date 1/1/2022
End Date 12/31/2024

5. Date allocation plan approved by governing body: 9/27/2021

6. Notice given to SVF Firefighters:

- Yes. Date delivered to SVF Firefighters _____
- Provide a copy of notice to PERA

7. Signature of municipal clerk or secretary:

Name (please print)

Signature Title

A closer look at your numbers:

Here's how we arrived at the amount of state aid you have to share. The law requires the maximum amount of state aid that may be shared is the lessor of these three calculations:

1. Employer contributions for firefighters paid proceeding calendar year.....
2. Amount of Fire State Aid estimated due Oct. 1, 2022
3. Fire State Aid plus Supplemental Aid less Financial Requirement

See the email for the explanation of what each of these terms mean.

RETURN COMPLETED FORM TO:

Email: David.Andrews@mnpera.org
Or mail to: PERA, ATTN: SVF
60 Empire Drive, Suite 200, St. Paul, MN 55103-2088

**CITY COUNCIL
AGENDA ITEM 6A**

STAFF ORIGINATOR: Katie Larsen, City Planner

MEETING DATE: September 27, 2021

TOPIC: Consider Second Reading of Ordinance No. 09-21 Interim Ordinance Creating a Moratorium for Mini Self-Storage Facilities

**Council may vote to dispense with full reading of ordinance*

** Roll call vote is required for adoption of the ordinance*

VOTE REQUIRED: 3/5

INTRODUCTION

Staff is requesting City Council consideration of the 2nd reading of Ordinance No. 09-21 interim Ordinance creating a moratorium for mini self-storage facilities. The 1st reading was approved by Council on September 13, 2021.

BACKGROUND

At the October 9, 2019 Planning & Zoning Board meeting, staff and the Board discussed the potential need for additional regulations related to mini self-storage facilities. Staff has recently received inquiries from developers wanting to construct more mini self-storage facilities. Since the City is currently updating its zoning ordinance, staff recommends a one (1) year moratorium on mini self-storage facilities to allow time to review and possibly amend the ordinance.

RECOMMENDATION

The Planning & Zoning Board held a public hearing on September 8, 2021. The Board voted 5-1 in favor of the interim ordinance creating a moratorium for mini self-storage facilities.

ATTACHMENTS

1. Ordinance No. 09-21

1 st Reading: September 13, 2021	Publication:
2 nd Reading: September 27, 2021	Effective:

**CITY OF LINO LAKES
ORDINANCE NO. 09-21**

**INTERIM ORDINANCE CREATING A MORATORIUM FOR MINI
SELF-STORAGE FACILITIES WITHIN THE
CITY OF LINO LAKES**

The City Council of Lino Lakes ordains:

Section 1. Purpose and Intent. The purpose and intent of this Ordinance is to exercise the City’s authority under Minnesota Statutes 462.355, Subd. 4 by the creation of an interim ordinance which has the effect of creating a moratorium on all mini self-storage facilities in Lino Lakes.

Section 2. Preliminary Findings: The City Council hereby makes the following preliminary findings to serve as the basis for the necessary study to be made during the moratorium, which serve as the reasons why it is in the public interest for the City to declare a moratorium by virtue of this Ordinance:

- 1) City staff has determined that current regulations do not adequately address and regulate mini and self-storage uses, particularly given the increase in the prevalence of this type of use in metro area suburban communities.
- 2) A moratorium will provide sufficient time for the City to review the City’s Zoning Ordinance, and study alternative regulations that might be adopted to adequately address the uses within the moratorium enacted by this ordinance.
- 3) A moratorium will also ensure that ordinance changes will not need to be expedited and that all issues related to mini and self-storage uses can be completely examined.

Section 3. Moratorium: Until the Planning & Zoning Board and City Council complete studies related to the aforementioned findings, the City shall not accept or continue to process any land use applications for mini self-storage facilities. The study period will last no longer than one (1) year from the effective date of this Ordinance, unless further extended by the City in accordance with Minnesota Statutes 462.355, Subd. 4.

Section 4. Effective Date: This Ordinance is effective upon publication of the Ordinance in accordance with the City Charter.

Adopted by the Lino Lakes City Council this 27th day of September, 2021.

The motion for the adoption of the foregoing ordinance 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 6B**

STAFF ORIGINATOR: Diane Hankee PE, City Engineer

MEETING DATE: September 27, 2021

TOPIC: Consider Resolution No. 21-91, Approving Change Order No. 1, Northeast Drainage Improvement Project

VOTE REQUIRED: 3/5

INTRODUCTION

Staff is requesting council approval of Change Order No. 1 for the Northeast Drainage Area Improvement Project.

BACKGROUND

On November 9, 2020, the City Council awarded the bid for the Northeast Drainage Area Improvement Project to Jacon, LLC in the amount of \$1,010,009.00. The project is approaching completion and included a new storm water conveyance system from the east side of 20th Avenue to the Peltier Lake. The project provides a surface water outlet for the entire 1,300 acre Northeast Drainage Area in conformance with the Comprehensive Surface Water Management Plan.

During construction, poor soils were encountered at the crossing of 20th Avenue (CSAH 54). Anoka County required a longer taper (15:1) from the bottom of the pipe excavation trench. This resulted in additional earthwork, subgrade preparation, and street restoration. This design change also required that CSAH 54 be closed. A more complicated detour plan was needed to route traffic over to Highway 61 which required MnDOT approval.

Change Order No. 1 in the amount of \$17,332.62 includes the above described additional earthwork, subgrade excavation, street restoration, and traffic control. The Northeast Drainage Area Improvement Project contract with Jacon, LLC., with Change Order No. 1, would be increased to \$1,027,341.62. This amount is within the project planned contingencies and budget.

RECOMMENDATION

Staff is recommending approval of Resolution No. 21-91 for Change Order No. 1 in the amount of \$17,332.62 for the Northeast Drainage Area Improvement Project.

ATTACHMENTS

1. Resolution 21-91
2. Change Order No.1

CITY OF LINO LAKES

RESOLUTION NO. 21-91

**RESOLUTION APPROVING CHANGE ORDER NO. 1
NORTHEAST DRAINAGE AREA IMPROVEMENT PROJECT**

WHEREAS, pursuant to resolution 20-133 of the Council adopted on November 9th, 2020, awarding the contract for the Northeast Area Drainage Improvement Project to Jacon, LLC and

WHEREAS, a complete summary of costs are detailed in Change Order No. 1;

NOW, THEREFORE, BE IT RESOLVED by the City Council of Lino Lakes, Minnesota that Change Order No. 1 is approved in the amount of \$17,332.62.

BE IT FURTHER RESOLVED

Adopted by the Council of the City of Lino Lakes this 27th day of September, 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

WSB Project No. 013084-000	Owner Project No.	Change Order No. 1
Project Title/Description: 2020 Northeast Drainage Area Improvements		
Owner: City of Lino Lakes		
Owner Address: 600 Town Center Parkway Lino Lakes, MN 55014-1182		
Contractor: Jacon, LLC		
Contractor Address: 3900 Labore Road Vadnais Heights, MN 55110		
Total Change Order Amount: \$17,332.62		

Description: During construction, poor soils were encountered at the crossing of 20th Avenue (CSAH 54). Anoka County required a longer taper (15:1) from the bottom of the pipe excavation trench. This resulted in additional earthwork, subgrade preparation and street restoration. This design change also required that CSAH 54 be closed. A more complicated detour plan was needed to route traffic over to Highway 61 which required MnDOT approval.

Estimate Of Cost: (Include any increases or decreases in contract items, any negotiated or force account items.)

Group/Funding Category	Item No.	Description	Unit	Unit Price	+ or - Quantity	+ or - Amount \$
Local	2105.501	SUBGRADE PREPARATION	LS	\$3,466.52	1	\$3,466.52
Local	2105.601	EARTHWORK	L S	\$6,933.05	1	\$6,933.05
Local	2563.601	TRAFFIC CONTROL	LS	\$866.63	1	\$866.63
Local	2150.585	STREET RESTORATION	LS	\$6,066.42	1	\$6,066.42
Net Change This Change Order						\$17,332.62

Due to this change, the contract time: (check one)

<input type="checkbox"/> Is NOT changed	<input type="checkbox"/> May be revised as provided in MnDOT Specification 1806
Number of Working Days Affected by this Contract Change:	Number of Calendar Days Affected by this Contract Change:

Approved By Project Engineer: Edward C. Youngquist Date: 9/14/21

Print Name: EDWARD C. YOUNGQUIST Phone: 763-287-7167

Approved By Contractor: John Dreshar Date: 9/14/21

Print Name: JOHN DRESHAR Phone: 651-426-8561

Approved By Owner: _____ Date: _____

Print Name: _____ Phone: _____

Digitally signed by John Dreshar
DN: C=US, E=John@jacenco.com,
O=JACON LLC, CN=John Dreshar
Date: 2021.09.14 09:44:42 -0500