

EXPANDED AGENDA



CITY COUNCIL AGENDA

Monday, May 9, 2022

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*

THE ROOKERY, 5:30 P.M.

7690 Village Drive

BOARD OF APPEAL AND EQUALIZATION, 6:00 P.M.

Council Chambers

COUNCIL WORK SESSION

Following Board of Appeal and Equalization if time allows.

Council Chambers (not televised)

1. Review Regular Agenda

CITY COUNCIL MEETING, 6:30 P.M.

- Call to Order and Roll Call - **Stoesz, Cavegn, Lyden, Ruhland, Rafferty** were present
- Pledge of Allegiance
- Open Mike / Public Comment *(in person or received in writing prior to meeting)*
Katrina Bastyr, Marilyn Drive, Henry Tverberg, 6388 Hodgson Road and one additional resident offered comments that were not in support of the City's storm water utility
- Setting the Agenda: Addition or Deletion of Agenda Items
The agenda amended to remove Item 6B for further discussion

1. CONSENT AGENDA

- A) Consider Approval of Expenditures for May 9, 2022 (Check No. 116365 through 116441 in the Amount of \$769,684.96
- B) Consider Approval of April 25, 2022 Work Session Minutes
- C) Consider Approval of April 25, 2022 Council Meeting Minutes
- D) Consider Approval of Appointment of The Rookery Part-Time Staff
- E) Consider Approval of Resolution 22-50, Authorizing Issuance of a Special Event Permit at Bill's Superette

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

2. FINANCE DEPARTMENT REPORT

None

3. ADMINISTRATION DEPARTMENT REPORT

- A) Consider Appointment of Building Inspector, Meg Sawyer

Action Taken: Motion by Ruhland, seconded by Lyden, to approve the hiring of Brandon Holmes as presented, was adopted

4. PUBLIC SAFETY DEPARTMENT REPORT

- A) Consider 1st Reading of Ordinance No. 01-22, Enacting Ordinance Regulating Possession of Catalytic Converters, John Swenson

Action Taken: Motion by Cavegn, seconded by Ruhland to approve the 1st Reading of Ordinance No. 01-22 as presented, was adopted

- B) Consider Converting Seized Property to City Property for City Use, John Swenson

Action Taken: Motion by Lyden, seconded by Ruhland, to approve the conversion of property as listed, was adopted

- C) Consider Donation of Bicycles, John Swenson

Action Taken: Motion by Ruhland, seconded by Stoesz, to approve the donation of listed bicycles as recommended, was adopted

5. PUBLIC SERVICES DEPARTMENT REPORT

- A) Consider Approval of Resolution No. 22-48, Approving Construction Services Contract, Water Tower No. 2 Rehabilitation Project

Action Taken: Motion by Cavegn, seconded by Lyden, to approve Resolution No. 22-48 as presented, was adopted

6. COMMUNITY DEVELOPMENT REPORT

- A) Consider Approval of Resolution No. 22-47, Authorizing Lakeview Area Storm Drainage Plan, Diane Hankee

Action Taken: Motion by Ruhland, seconded by Stoesz, to approve Resolution No. 22-47 as presented, was adopted

- B) Consider Approval of Resolution No. 22-49, Proclaiming No Mow May in Lino Lakes, Andy Nelson

Item removed from agenda

7. UNFINISHED BUSINESS

None

8. NEW BUSINESS

None

Adjournment

Motion by Lyden, seconded by Ruhland, to adjourn at 7:05 p.m. was adopted

Community Calendar – A Look Ahead

May 09, 2022 through May 23, 2022

 Wednesday, May 12	6:30 pm, Council Chambers	Planning & Zoning Board
 Monday, May 23	6:00 pm, Community Room	Council Work Session
 Monday, May 23	6:30 pm, Council Chambers	City Council Meeting



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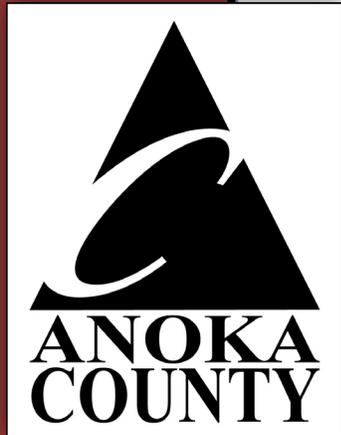
None

8. NEW BUSINESS

None

Adjournment

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2022

ASSESSOR'S REPORT

*BOARD OF APPEAL AND
EQUALIZATION*

2022 Local Board of Appeal and Equalization

Agenda

May 09, 2022

1. Call the Board of Review to Order
2. Roll Call
3. Read Official Notice of the Board of Review
4. Board Chair outlines the ground rules for the meeting. The specific ground rules may vary for each local board but should include:
 - Purpose of the meeting;
 - Remind property owners that only appeals for the current year valuation or classification may be made. The 2022 board is to review the assessment as of January 2, 2022, which will be used to compute the property taxes payable in 2023. Prior years' assessments or taxes (including taxes payable in 2021) are not within the jurisdiction of the board;
 - The order of the appellants - by appointment first, followed by walk-ins on a first-come basis. The board will also receive written appeals from property owners. The secretary will record the required information (name, mailing address, telephone number, and address of property, etc.)
 - The expectations of the appellant when presenting their appeal (i.e. the appeal must be substantiated by facts; where the appellant should stand or sit; the appellant should be prepared to answer questions posed by the board, etc.);
 - Time limits imposed (if any);
 - The procedure the board will follow for making decisions (Will the board hear all appeals before making any decisions? Will the board send a letter to appellants to inform them of the decision? Etc.) The Board may correct any erroneous valuation and add any omission of properties or increase of value after due process. The total decrease of valuations may not exceed one percent of the total valuation of the taxing district;
5. The Board Chair should give the assessor the opportunity to present a brief overview of the property tax process and a recap of the current assessment.
6. Appellants should then present their appeals to the board.

If the assessor has had a chance to review the property prior to the meeting, the assessor can present facts and information either supporting the valuation and or classification, or recommend that the board make a change. If the assessor has not had a chance to review the property prior to the meeting, the board may ask the assessor to review the property and present his/her findings to the board at a reconvene meeting.

7. Recess or Close the Meeting.

(If needed, the meeting will be reconvened at a date to be determined. The Board of Appeal and Equalization of any city must complete its work and adjourn within twenty days from the time of convening as specified in the notice of the clerk, unless a longer period is approved by the Commissioner of Revenue. No action taken subsequent to such date shall be valid.)

Understanding Your Assessment and Appeal Options

Assessment Process Timeline

In Minnesota it is the duty of the Assessor to value and classify property. This is done annually as of the assessment date of **January 2nd**. Each year's assessment is based on arms-length transactions (sales that meet the criteria of an open market transaction, see [market value definition below](#)) that occurred the **previous October thru September**. When the assessment is completed the local taxing jurisdictions begin their budgeting process for the following year. They use the total assessment to determine their tax base and develop their tax rates (formerly referred to as mill rates). All aspects of the assessment, including but not limited to the assessment date, sales period for each assessment and property tax classification are dictated by state statute and under the oversight of the Minnesota Department of Revenue.

Market Value Defined

As in private appraisal, Market Value is defined as:

The most probable price that a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by any undue stimulus. Implicit in this definition are the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

- *buyer and seller are typically motivated;*
- *both parties are well informed or well advised, and acting in what they consider their own best interests;*
- *a reasonable time is allowed for exposure in the open market;*
- *payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto;*
- *the price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale (a foreclosure sale or a short sale [a sale to avoid foreclosure] is not considered an arms-length transaction).*

Mass Appraisal Defined

Property values for Minnesota real estate tax purposes are determined via mass appraisal. Mass appraisal is the practice of determining individual values based on statistical analysis of a group of sales for a large area. The values are determined as of a specific date and are based on arms-length transactions that occurred during a specified sales period.

Sales Statistics Defined

We have the ability by using statistical analysis to test the accuracy of the assessment. We use these statistics to ensure equity between properties at the neighborhood, municipal and county levels. The Minnesota Department of Revenue also uses these same techniques to test for equity between counties. The primary statistics used are:

Median Ratio: This is a measure of central tendency that is the midpoint of a group of sales ratios when arrayed from low to high. The median is a useful statistic as it is not affected by extreme ratios.

Aggregate Ratio: This is the total market value of all sale properties divided by the total sale prices. It, along with the mean ratio, gives an idea of our assessment level. Within the city, we constantly try to achieve an aggregate and mean ratio of 94% to 95% to give us a margin to account for a fluctuating market and still maintain ratios within state mandated guidelines. Also referred to as the **Weighted Mean**.

Mean Ratio: The mean is the average ratio. We use this ratio not only to watch our assessment level, but also to analyze property values by development, type of dwelling and value range. These studies enable us to track market trends in neighborhoods, popular housing types and classes of property.

Coefficient of Dispersion (COD): The COD measures the accuracy of the assessment. It is possible to have a median ratio of 93% with 300 sales, two ratios at 93%, 149 at 80% and 149 at 103%. Although this is an excellent median ratio, there is obviously a great inequality in the assessment. The COD indicates the spread of the ratios from the mean or median ratio.

The goal of a good assessment is a COD of 10 to 20. A COD under 10 is considered excellent and anything over 20 will mean an assessment review by the Department of Revenue.

Price Related Differential (PRD): This statistic measures the equality between the assessments of high and low valued property. A PRD over 100 indicates a regressive assessment, or the lower valued properties are assessed at a greater degree than the higher. A PRD of less than 100 indicates a progressive assessment or the opposite. A perfect PRD of 100 means that both higher and lower valued properties are assessed exactly equal.

Appeals Procedure

Each spring Anoka County sends out a property tax bill (based on the prior year assessment) along with the Notice of Valuation and Classification. Three factors that affect the tax bill are:

1. The amount your local governments (town, city, county, etc.) spend to provide services to your community;
2. The **estimated market value** of your property;
3. The **classification** of your property (how it is used).

The assessor determines the final two factors. You may appeal the value or classification of your property as described on the next page.

Informal Appeal

- Property owners are encouraged to call the appraiser or assessor whenever they have questions or concerns about their market value, classification of the property, or the assessment process.
- Almost all questions can be answered during this informal appeal process.
- When taxpayers call questioning their market value, every effort is made to make an appointment to inspect properties that were not previously inspected.
- If the data on the property is correct, the appraiser can show the property owner other sales in the market that support the estimated market value.
- If errors are found during the inspection, or other factors indicate a value reduction is warranted, the appraiser can easily make the changes at this time.

Local Board of Appeal and Equalization

- The Local Board of Appeal and Equalization is typically made up of city council members or township board members. In certain cases, a special board is appointed and typically consists of real estate professionals.
- The Board meets during late April and early May.
- Taxpayers can make their appeal in person or by letter.
- If an interior inspection is denied no adjustment can be made to value per MN Statute.
- The assessor is present to answer any questions and present evidence supporting their value.

County Board of Appeal and Equalization

- In order to appeal to the County Board of Appeal and Equalization, a property owner must first appeal to the Local Board of Appeal and Equalization.
- The County Board of Appeal and Equalization follows the Local Board of Appeal and Equalization in the assessment appeals process.
- Again, if an interior inspection is denied no adjustment can be made to value per MN Statute.
- Their role is to ensure equalization among individual assessment districts and classes of property.
- Decisions of the County Board of Appeal and Equalization can be appealed to the Minnesota Tax Court.

Minnesota Tax Court

The Tax Court has statewide jurisdiction. Except for an appeal to the Supreme Court, the Tax Court shall be the sole, exclusive and final authority for the hearing and determination of all questions of law and fact arising under the tax laws of the state. There are two divisions of tax court: the small claims division and the regular division.

The **Small Claims Division of the Tax Court** only hears appeals involving one of the following situations:

- The assessor's estimated market value of the property is less than \$300,000
- The entire parcel is classified as a residential homestead and the parcel contains no more than one dwelling unit.
- The entire property is classified as an agricultural homestead.
- Appeals involving the denial of a current year application for homestead classification of the property.

The proceedings of the small claims division are less formal and property owners often represent themselves. There is no official record of the proceedings. ***Decisions made by the small claims division are final and cannot be appealed further. Small claims decisions do not set precedent.***

The **Regular Division of the Tax Court** will hear all appeals, including those with the jurisdiction of the small claims division. ***Decisions made here can be appealed to a higher court.***

The principal office for the Tax Court is in St. Paul. However, the Tax Court is a circuit court and can hold hearings at any other place within the state so that taxpayers may appear with as little inconvenience and expense to the taxpayer as possible. Appeals of property located in Anoka County are heard at the Anoka County Courthouse. Three judges make up the Tax Court. Each may hear and decide cases independently. However, a case may be tried before the entire court under certain circumstances.

The petitioner must file in tax court on or before April 30 of the year in which the tax is payable.

Lino Lakes Assessment Overview

Lino Lakes Assessment Staff

Name	Position	License Level	Responsibility
Shawn Halligan	Residential Appraiser	AMA	Residential 1-3 Units
Amanda Stenzel	Associate Appraiser	CMA – In Process	Residential 1-3 Units
Alex Guggenberger	County Assessor	SAMA	Countywide Oversight

City of Lino Lakes Property Breakdown

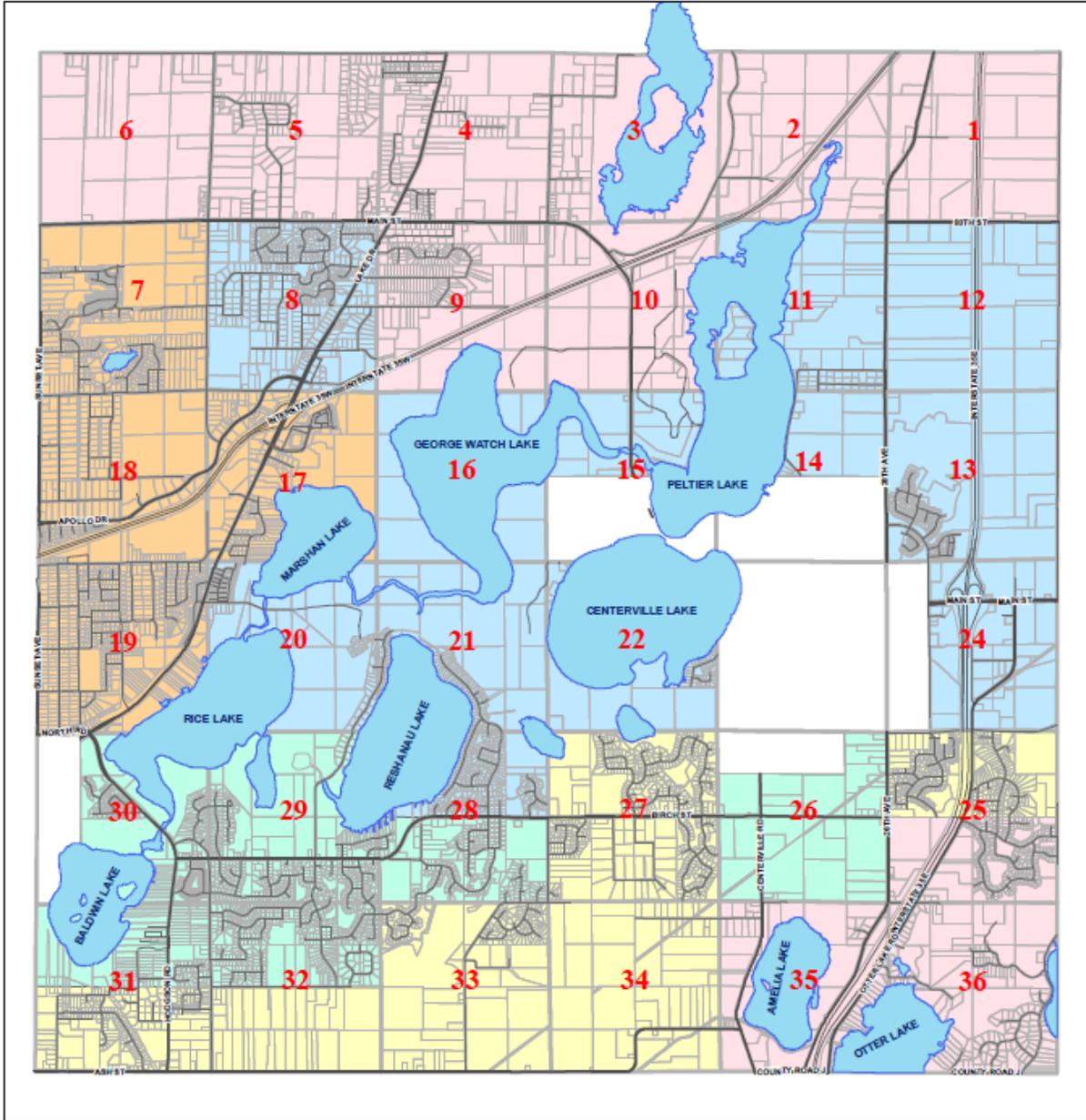
Property Type	Number of Parcels
Vacant Residential	625
Improved Residential	7,229
Agricultural (Vacant & Improved)	167
Apartment (Vacant & Improved)	8
Commercial/Industrial (Vacant & Improved)	210
Public Utility	24
Mobile Homes	94
Exempt	696
Total	9,052

2022 Assessment

As part of this mass appraisal process, all properties are re-valued annually based on the information on record. Properties are physically inspected, and property records reviewed once every 5 years (as statutorily required). This is an ongoing process whereby 20% (referred to as quintile) of a city is inspected each year so that in a cycle of 5 years all properties have been inspected at least once. In addition to this quintile review, properties are also inspected when there is a building permit issued or at the request of the property owner. The sale of a property does not initiate a reassessment. The map on the next page depicts the residential quintile plan for the next 5 years. Quintile Maps are also available on our Public Website. For further information go to: anokacounty.us/3574/Property-Assessment

Lino Lakes

5 Year Quintile Map



Legend

Sections	2022	2024
2021	2023	2025



© Project/Assessor/Year/Quintile Maps/2020

As stated earlier, Minnesota state law governs the assessment date, which is January 2nd of each year, as well as the sales periods associated with each assessment date.

The 2021 assessment which was used for tax calculations this year (2022) was based on transactions that closed between October 1st, 2019 and September 30th, 2020. Property owners were notified of their 2021 value on their **Notice of Valuation and Classification** (also referred to as a **valuation notice**). The notices were mailed out in April of 2021 in the same envelope as the tax statement. The appeals process took place at the municipal level during the month of April of 2021 and at the county level in June of 2021. At this point, if a property owner wishes to appeal their 2021 assessment (for taxes payable 2022) their only option is to file a tax court petition. This must be done no later than April 30th, 2022.

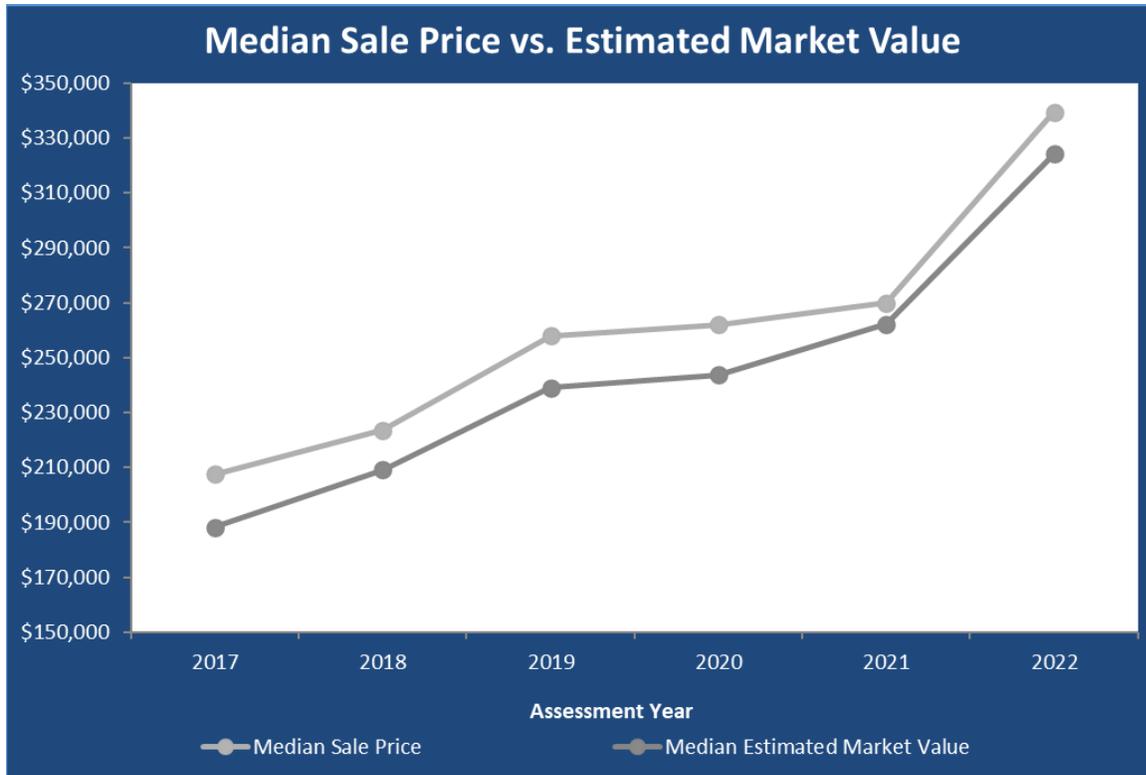
The 2022 assessment was completed in February and the valuation notices were mailed the week of March 21st. The 2022 assessed value will be used for tax calculation purposes next year. The sales period associated with this assessment is October 1st, 2020 thru September 30th, 2021. As with past assessments, the local appeals process will begin in April and finish up in June. The options and requirements to appeal this assessment are listed on the back of the valuation notice. If a property owner has an issue with their 2022 assessment, the first thing they should do is contact their local assessor. The phone numbers are listed on their valuation notice.

Please note that only arms-length sales that closed between October 1st, 2020 and September 30th, 2021 have been used to determine valuations for the 2022 assessment, for taxes payable in 2023.

The following chart may be helpful in following the timeline of your assessment:

SALES PERIOD	ASSESSMENT DATE	TAX YEAR
October 1, 2018 to September 30, 2019	January 2, 2020	2021
October 1, 2019 to September 30, 2020	January 2, 2021	2022
October 1, 2020 to September 30, 2021	January 2, 2022	2023

We are aware that due to the time frames we are required to work within it sometimes appears as though the assessor’s estimated market value does not represent the market. It seems lower than it should be during times of inflation and higher than it should be in times of deflation. The following chart illustrates the relationship between assessed values and actual sale prices; and how the assessor’s market values have been following the changes as they occur in the open market.



Note: The Median Assessor’s Estimated Market Value represents the homes that are in the sales study.

One important thing to remember is the assessment process is completed **before** the budgeting process begins. Assessors do not adjust values in order to increase revenue. There is little correlation between changes in assessments due to market changes and how the resulting real estate tax changes. When we adjust assessments due to market conditions, all properties are adjusted. The only time that an adjustment in an assessor’s estimated market value will have an impact on the increase or decrease in tax is if the change in value is due to value added for new construction or value removed due to demolition/destruction of an improvement.

2022 Sales Statistics – Residential

The table below uses various sales metrics to compare how the residential market in Lino Lakes performed compared to the rest of the county. The sales study figures were gathered using Northstar MLS data.

Metric	Lino Lakes	Countywide
Average Sale Price & % Change (YOY)	\$410,800(+15.75%)	\$355,400(+12.9%)
Median Sale Price % Change (YOY)	\$400,000(+14.28%)	\$327,500(+14.11%)
Median Days on Market (DOM)	8	9
# of Sales & % Change (YOY)	413(-3.06%)	6597(+.007%)
# of Arm’s Length Sales & % Change (YOY)	413(-3.06%)	6540(+1.63%)
# of Non-Arm’s Length Sales & % Change (YOY)	None	57(-12.31%)

2022 Sales Ratio Statistics

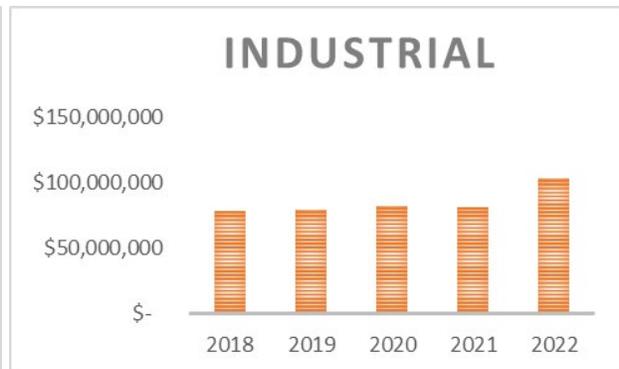
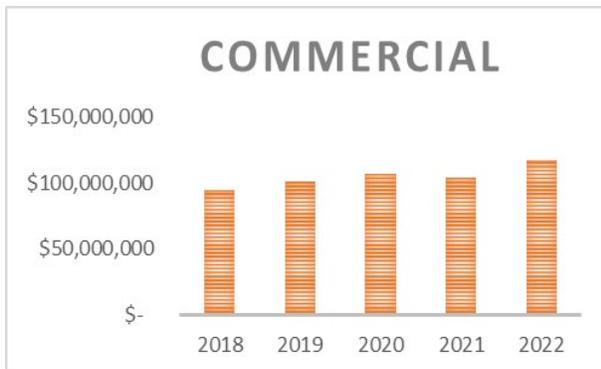
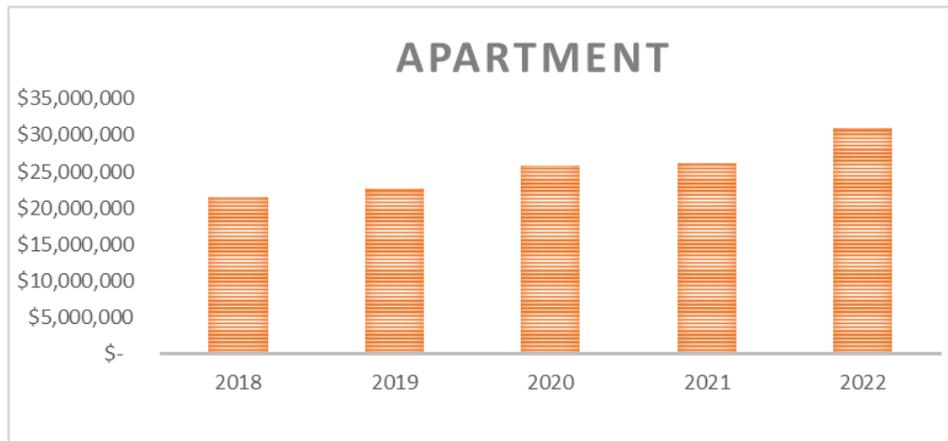
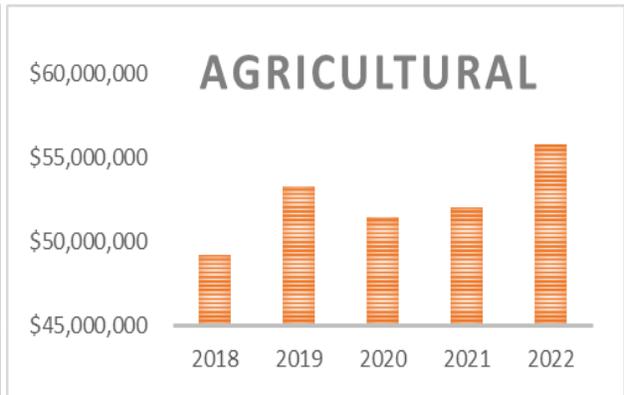
The tables below display the final adjusted sales ratios for Residential, Apartments, Commercial, and Industrial properties. All the numbers are within State of MN requirements and indicate a high-quality assessment with good equalization.

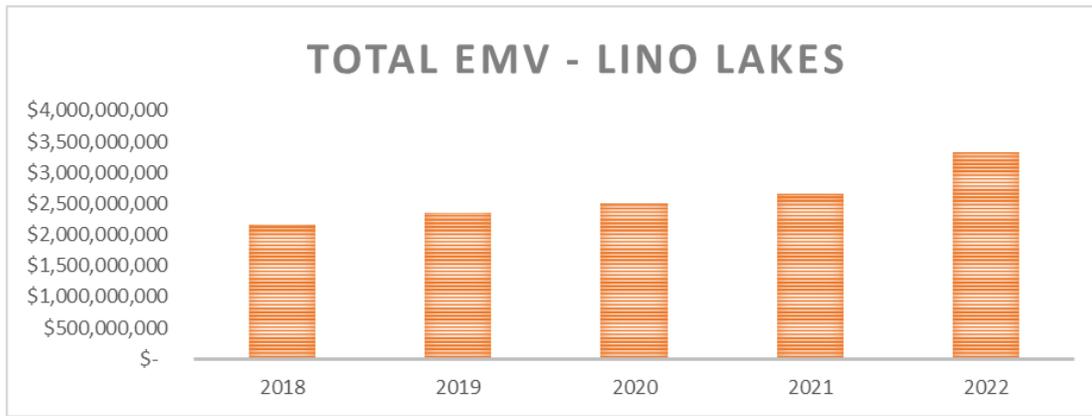
Residential	2021 Sales Study Period Oct 1st 2020 thru Sept 30 2021		
City/Town	Qualified Sales	Median Ratio	COD
Andover	553	94.05%	8.39
Anoka	263	93.99%	6.27
Bethel	11	94.06%	2.64
Blaine	1130	94.10%	5.91
Centerville	64	94.86%	5.21
Circle Pines	101	93.30%	6.94
Columbia Heights	401	94.34%	6.77
Columbus	36	94.57%	7.87
Coon Rapids	928	94.53%	5.23
East Bethel	158	94.49%	8.49
Fridley	374	94.46%	6.43
Ham Lake	161	94.40%	10.89
Hilltop	1	93.91%	
Lexington	18	97.42%	12.61
Lino Lakes	228	94.09%	6.43
Linwood	78	94.36%	12.81
Nowthen	47	95.15%	8.12
Oak Grove	130	94.34%	8.31
Ramsey	543	94.34%	8.31
Spring Lake Park	89	94.55%	6.28
St. Francis	151	94.78%	5.64
Countywide	5465	94.35%	6.97

2021 Sales Study	Classification	Number of Sales	Ratio	COD
Countywide	Apartment	25	93.00%	9.2
Lino Lakes		0	N/A	N/A
Countywide	Commercial	42	97.64%	18.21
Lino Lakes		2	N/A	N/A
Countywide	Industrial	46	92.48%	10.62
Lino Lakes		1	N/A	N/A

Market Value History

The graphs below indicate how aggregate values have changed over the last 5 years for each of the four largest property types.





2022 Market Value Statistics & New Construction

The tables below indicate the percentage change (YOY) for each of the four largest property types as well as the total market value. The increase due to New Construction (NC) is also included in the table below.

Property Type	2022 EMV	% Increase/Decrease	% Increase Due to NC
Residential	\$ 3,026,497,900	26.26%	3.80%
Agricultural	\$ 55,837,200	7.32%	0.90%
Apartment	\$ 31,023,300	18.26%	-
Commercial	\$ 117,836,900	13.24%	1.92%
Industrial	\$ 103,514,500	27.69%	0.005%
Total EMV	\$ 3,338,173,100	25.33%	3.52%

Exhibit A

to Board of Appeal Minutes

May 9, 2022

Parcel	Taxpayer Name	Address	Before EMV	AfterEMV
19-31-22-13-0058	Cole A. Arvidson	7080 Rice Lake LN	\$ 380,500	\$ 320,700
21-31-22-32-0033	Michael Trehus	675 Shadow Ct	\$ 337,300	\$ 324,600
27-31-22-21-0032	Mark A. Ciampone	6727 Timberwolf Trl	\$ 676,200	\$ 639,300

Agreed 10 Days
Prior to LBAE

Parcel	Taxpayer Name	Address	Before EMV	AfterEMV	Comments
36-31-22-42-0002	Jeffery & Kathllen Bonsell	2239 Foxtail Ct	\$ 576,500	No Change	Shawn has Inspection Scheduled

30-31-22-44-0009	Jorian Michael Stein	360 Arrowhead Dr	\$ 307,900	No Change	Phone Conversation only, seemed Ok after discussion but we wanted the parcel in the minutes just in case they would like to appeal to CBAE at a later date
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Residential
Parcels - Voted
No Change

29-31-22-34-0020	Larence G. Swope	6465 Tomahawk Ct	\$ 347,000	No Change	Phone Conversation only, seemed Ok after discussion but we wanted the parcel in the minutes just in case they would like to appeal to CBAE at a later date
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08-31-22-24-0012	Ronald & Melissa Blackledge	7830 Country Ln	\$ 340,600	No Change	Shawn has Inspection Scheduled In-Person Attendee. OnBehalf Abatement initiated to correct Homestead status for Pay 2022. Shawn will review Value for 2022 Pay 2023.
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26-31-22-14-0076	Andrew Gabler	1980 Norma Way	\$ 383,200	No Change	
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17-31-22-22-0042	Lino Lakes Bus Center Phase 1 LTD	474 Apollo Drive	\$ 2,138,400	No Change	
17-31-22-21-0029	Lino Lakes Business Center LLC	532 Apollo Drive	\$ 1,482,800	No Change	Anoka County C/I Appraisers Actively working to review these parcels and work with owners on revised numbrers.
17-31-22-21-0031	Lino Lakes Business Center LLC	540 Apollo Drive	\$ 746,600	No Change	
17-31-22-21-0030	Lino Lakes Business Center LLC	548 Apollo Drive	\$ 1,859,300	No Change	
17-31-22-22-0045	F & G Inc.	475 Apollo Drive, Unit 471	\$ 1,433,400	No Change	
17-31-22-22-0047	F & G Inc.	475 Apollo Drive, Unit 479	\$ 1,760,100	No Change	

Industrial
Parcels - Voted
No Change



Expenditures

May 9, 2022

Check #116365 to #116441

\$769,684.96

Accounts Payable

Check Detail

User: jessica.eller
Printed: 05/04/2022 - 1:21PM



Check Number	Check Date		Amount
1017 - American Test Center Line Item Account			
116371	05/09/2022		
Inv	2220825		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2022	Annual Safety Inspection #611	101-421-4410-000	575.00
Inv 2220825 Total			575.00
116371 Total:			575.00
1017 - American Test Center Total:			
			575.00
1028 - Baycom, Inc. Line Item Account			
116375	05/09/2022		
Inv	EQUIPINV_037685		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2022	Body adapter plates	101-420-4240-000	80.00
04/19/2022	Uniform Allowance - R. Strub	101-420-4370-000	56.00
Inv EQUIPINV_037685 Total			136.00
116375 Total:			136.00
1028 - Baycom, Inc. Total:			
			136.00
1104 - Walters Recycling & Refuse Line Item Account			
116436	05/09/2022		
Inv	6099034		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2022	Trash & Recycling - Dumpster	202-451-4384-000	361.68
Inv 6099034 Total			361.68
116436 Total:			361.68
1104 - Walters Recycling & Refuse Total:			
			361.68
1129 - Blaine Brothers Line Item Account			
116376	05/09/2022		

Check Number	Check Date		Amount
Inv	010004335470		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2022	Brake #705	101-431-4221-000	81.56
Inv 010004335470 Total			81.56
116376 Total:			81.56
1129 - Blaine Brothers Total:			81.56
115 - Centennial Utilities Line Item Account			
116380	05/09/2022		
Inv	130		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/25/2022	2nd Qtr 2022 Utilities	602-495-4382-000	231.30
04/25/2022	2nd Qtr 2022 Utilities	601-494-4382-000	369.60
Inv 130 Total			600.90
116380 Total:			600.90
115 - Centennial Utilities Total:			600.90
116 - CenterPoint Energy Line Item Account			
116381	05/09/2022		
Inv	April 2022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2022	Natural Gas	101-432-4383-501	521.96
04/27/2022	Natural Gas	101-432-4383-500	1,062.45
04/27/2022	Natural Gas	101-450-4383-000	183.42
04/27/2022	Natural Gas	601-494-4383-000	389.39
04/27/2022	Natural Gas	602-495-4383-000	132.48
04/27/2022	Natural Gas	101-432-4383-502	864.42
Inv April 2022 Total			3,154.12
116381 Total:			3,154.12
116 - CenterPoint Energy Total:			3,154.12
117 - Central Pension Fund Line Item Account 101-000-2040-000			
116365	04/29/2022		
Inv	April 2022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/29/2022	April 2022 Central Pension Fund	101-000-2040-000	6,336.00
Inv April 2022 Total			6,336.00

Check Number	Check Date		Amount
116365 Total:			6,336.00
117 - Central Pension Fund Total:			6,336.00
1177 - Innovative Office Solutions LLC Line Item Account			
116406	05/09/2022		
Inv	CIN106993		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2022	Rookery Cubicles - Final	202-451-5000-301	5,275.16
Inv CIN106993 Total			5,275.16
116406 Total:			5,275.16
1177 - Innovative Office Solutions LLC Total:			5,275.16
122 - CES Imaging Line Item Account 101-432-4410-503			
116382	05/09/2022		
Inv	INV139093		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/20/2022	Plotter/Scanner Repair	101-432-4410-503	15.00
Inv INV139093 Total			15.00
Inv	INV139134		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/21/2022	Plotter/Scanner Repair	101-432-4410-503	16.50
Inv INV139134 Total			16.50
116382 Total:			31.50
122 - CES Imaging Total:			31.50
1278 - Core & Main LP Line Item Account			
116387	05/09/2022		
Inv	Q730847		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2022	Backflow prevention for hydrant meters	601-494-4211-000	1,900.37
Inv Q730847 Total			1,900.37
Inv	Q732277		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2022	Meters	601-494-4215-000	2,539.28
Inv Q732277 Total			2,539.28

116387 Total:	4,439.65
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1278 - Core & Main LP Total:	4,439.65
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129 - City of Blaine Line Item Account

116383 05/09/2022

Inv 6322

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2022	2nd Quarter 2022 Utilities	601-494-4382-000	638.09
04/26/2022	2nd Quarter 2022 Utilities	601-000-2140-000	70.47
04/26/2022	2nd Quarter 2022 Utilities	602-495-4382-000	1,953.00

Inv 6322 Total	2,661.56
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116383 Total:	2,661.56
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129 - City of Blaine Total:	2,661.56
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133 - City of Hugo Line Item Account

116384 05/09/2022

Inv 4/28/2022

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2022	Building inspection & mileage for April 2022	101-422-4410-000	2,387.30

Inv 4/28/2022 Total	2,387.30
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116384 Total:	2,387.30
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133 - City of Hugo Total:	2,387.30
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1359 - Blaine Lock & Safe, Inc. Line Item Account

116377 05/09/2022

Inv 32645

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/12/2022	Key cut & programmed	101-431-4240-000	245.00

Inv 32645 Total	245.00
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116377 Total:	245.00
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1359 - Blaine Lock & Safe, Inc. Total:	245.00
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1397 - Westside Wholesale Tire & Supply Line Item Account

116437 05/09/2022

Check Number	Check Date		Amount
Inv	903763		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2022	Tire #135	101-431-4221-000	799.00
Inv 903763 Total			799.00
116437 Total:			799.00
1397 - Westside Wholesale Tire & Supply Total:			799.00
1458 - Fidelity Security Life Insurance Co. Line Item Account 101-000-2048-000			
116397	05/09/2022		
Inv	165263566		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2022	May Vision Insurance	101-000-2048-000	148.11
Inv 165263566 Total			148.11
116397 Total:			148.11
1458 - Fidelity Security Life Insurance Co. Total:			148.11
149 - Connexus Energy Line Item Account			
116386	05/09/2022		
Inv	April 2022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2022	Electric	101-430-4385-000	1,653.72
04/28/2022	Electric	602-495-4381-000	788.03
04/28/2022	Electric	601-494-4381-000	1,222.60
04/28/2022	Electric	101-450-4381-000	67.46
04/28/2022	Electric	101-420-4381-000	30.35
04/28/2022	Electric	101-432-4381-500	953.61
Inv April 2022 Total			4,715.77
116386 Total:			4,715.77
149 - Connexus Energy Total:			4,715.77
156 - Cross Nurseries, Inc. Line Item Account			
116388	05/09/2022		
Inv	048311		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2022	Ash Tree replacements	101-463-4410-000	4,931.20
Inv 048311 Total			4,931.20

Check Number	Check Date		Amount
116388	Total:		4,931.20
156 - Cross Nurseries, Inc. Total:			4,931.20
1595 - Allied Oil & Supply, Inc. Line Item Account			
116369	05/09/2022		
Inv	602874-00		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/18/2022	55 gallon drum of Def fluid	101-431-4221-000	191.95
Inv	602874-00 Total		191.95
Inv	605552-00		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2022	0W20 engine oil - Stock	101-431-4221-000	236.40
Inv	605552-00 Total		236.40
116369	Total:		428.35
1595 - Allied Oil & Supply, Inc. Total:			428.35
16 - Aid Electric Corporation Line Item Account			
116368	05/09/2022		
Inv	69384		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/20/2022	Repair lighting controls	202-451-4300-301	722.68
Inv	69384 Total		722.68
Inv	69434		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/20/2022	Add receipts in locker room and for TV & washing machine	202-451-4300-301	1,087.70
Inv	69434 Total		1,087.70
116368	Total:		1,810.38
16 - Aid Electric Corporation Total:			1,810.38
1615 - Lennar MN Division Line Item Account			
116409	05/09/2022		
Inv	2020-02027		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2022	Escrow Release - 7205 Crane Dr	801-000-2318-000	4,400.00
Inv	2020-02027 Total		4,400.00

Check Number	Check Date		Amount
Inv	2021-00078		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2022	Escrow Release - 7212 Crane Dr	801-000-2318-000	6,400.00
Inv 2021-00078 Total			6,400.00
116409 Total:			10,800.00
1615 - Lennar MN Division Total:			10,800.00
1668 - Marsden Bldg Maintenance, LLC Line Item Account			
116413	05/09/2022		
Inv	364497		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2022	May Janitorial Services	101-432-4410-503	4,048.80
Inv 364497 Total			4,048.80
Inv	364498		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2022	May Janitorial Services	101-432-4410-500	1,096.83
Inv 364498 Total			1,096.83
Inv	364499		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2022	May Janitorial Services	101-432-4410-501	663.16
Inv 364499 Total			663.16
Inv	364500		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2022	May Janitorial Services	101-432-4410-502	726.41
Inv 364500 Total			726.41
116413 Total:			6,535.20
1668 - Marsden Bldg Maintenance, LLC Total:			6,535.20
167 - Dalco, Inc. Line Item Account			
116389	05/09/2022		
Inv	3924220		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2022	Paper towel, toilet tissue & soap dispensers	202-451-4211-301	741.14
Inv 3924220 Total			741.14

Check Number	Check Date		Amount
Inv	3926774		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2022	Paper towel & toilet tissue	101-432-4211-000	586.34
Inv 3926774 Total			586.34
Inv	3928516		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2022	Garbage can liners & nitrile gloves	202-451-4211-301	312.06
Inv 3928516 Total			312.06
Inv	3928646		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2022	Bucket, rag, dusters, steel cleaner, toilet brushes & plungers	202-451-4211-301	274.04
Inv 3928646 Total			274.04
116389 Total:			1,913.58
167 - Dalco, Inc. Total:			1,913.58
1673 - Ecological Strategies, LLC Line Item Account			
116391	05/09/2022		
Inv	4/26/2022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2022	Management Planning & Oversight for Conservation Outlots	810-499-4410-000	1,300.00
Inv 4/26/2022 Total			1,300.00
116391 Total:			1,300.00
1673 - Ecological Strategies, LLC Total:			1,300.00
1722 - Minnesota Fire Service Certification Board Line Item Account			
116417	05/09/2022		
Inv	9793		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/28/2022	Fire Officer I Exam - B. Byrne, L. Evens & J. Fronck	101-421-4300-000	360.00
Inv 9793 Total			360.00
Inv	9909		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2022	Fire Inspector I Certification Exam - D. Riley	101-421-4300-000	120.00
Inv 9909 Total			120.00

Check Number	Check Date		Amount
116417 Total:			480.00
1722 - Minnesota Fire Service Certification Board Total:			480.00
1761 - T-Mobile USA Inc Line Item Account			
116430	05/09/2022		
Inv	4/19/2022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2022	Antenna Escrow Release - T-Mobile Tower #1	801-000-2300-000	300.00
Inv 4/19/2022 Total			300.00
116430 Total:			300.00
116431	05/09/2022		
Inv	4/19/2022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2022	Antenna Escrow Release - T-Mobile Tower #2	801-000-2300-000	300.00
Inv 4/19/2022 Total			300.00
116431 Total:			300.00
116432	05/09/2022		
Inv	4/19/2022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2022	Antenna Escrow Release - T-Mobile Monopole	801-000-2300-000	1,300.00
Inv 4/19/2022 Total			1,300.00
116432 Total:			1,300.00
1761 - T-Mobile USA Inc Total:			1,900.00
1808 - Quality Counts, LLC Line Item Account			
116424	05/09/2022		
Inv	154746-1		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/29/2021	Directional counts	101-417-4300-000	500.00
Inv 154746-1 Total			500.00
116424 Total:			500.00
1808 - Quality Counts, LLC Total:			500.00

Check Number	Check Date		Amount
1814 - The Locker Guy Line Item Account			
116429	05/09/2022		
Inv	22059		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/25/2022	Men's & Women's Lockers	202-451-5000-301	48,000.00
Inv 22059 Total			48,000.00
116429 Total:			48,000.00
1814 - The Locker Guy Total:			48,000.00
1826 - Endurance Fitness of MN, LLC Line Item Account			
116394	05/09/2022		
Inv	May 2022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2022	May 2022 EF Monthly Fee	202-451-4410-000	12,500.00
Inv May 2022 Total			12,500.00
116394 Total:			12,500.00
1826 - Endurance Fitness of MN, LLC Total:			12,500.00
1840 - Standard Insurance Company Line Item Account			
116426	05/09/2022		
Inv	May 2022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2022	Disability Insurance Premiums	101-407-4133-000	49.60
05/01/2022	Disability Insurance Premiums	101-420-4133-000	542.32
05/01/2022	Disability Insurance Premiums	101-421-4133-000	47.85
05/01/2022	Disability Insurance Premiums	101-416-4133-000	19.80
05/01/2022	Disability Insurance Premiums	101-450-4133-000	64.71
05/01/2022	Disability Insurance Premiums	101-431-4133-000	35.55
05/01/2022	Disability Insurance Premiums	101-430-4133-000	88.71
05/01/2022	Life Insurance Premiums	101-431-4133-000	3.00
05/01/2022	Life Insurance Premiums	101-451-4133-000	0.29
05/01/2022	Life Insurance Premiums	101-418-4133-000	2.11
05/01/2022	Disability Insurance Premiums	101-418-4133-000	26.18
05/01/2022	Life Insurance Premiums	101-416-4133-000	1.25
05/01/2022	Life Insurance Premiums	101-407-4133-000	3.88
05/01/2022	Life Insurance Premiums	101-461-4133-000	0.38
05/01/2022	Life Insurance Premiums	202-451-4133-000	7.07
05/01/2022	Life Insurance Premiums	101-463-4133-000	0.31
05/01/2022	Life Insurance Premiums	602-495-4133-000	5.60
05/01/2022	Disability Insurance Premiums	101-461-4133-000	5.04
05/01/2022	Life Insurance Premiums	601-494-4133-000	5.65
05/01/2022	Life Insurance Premiums	101-000-3730-000	0.14
05/01/2022	Life Insurance Premiums	101-402-4133-000	6.25
05/01/2022	Disability Insurance Premiums	202-451-4133-000	90.73
05/01/2022	Disability Insurance Premiums	602-495-4133-000	61.26

Check Number	Check Date		Amount
05/01/2022	Life Insurance Premiums	101-422-4133-000	3.75
05/01/2022	Life Insurance Premiums	101-000-2040-000	1,415.40
05/01/2022	Disability Insurance Premiums	101-462-4133-000	3.35
05/01/2022	Disability Insurance Premiums	603-496-4133-000	15.00
05/01/2022	Life Insurance Premiums	101-462-4133-000	0.25
05/01/2022	Disability Insurance Premiums	601-494-4133-000	61.29
05/01/2022	Life Insurance Premiums	101-421-4133-000	3.07
05/01/2022	Life Insurance Premiums	101-450-4133-000	5.35
05/01/2022	Disability Insurance Premiums	101-402-4133-000	88.07
05/01/2022	Disability Insurance Premiums	101-451-4133-000	3.61
05/01/2022	Life Insurance Premiums	101-420-4133-000	38.18
05/01/2022	Life Insurance Premiums	101-430-4133-000	7.60
05/01/2022	Life Insurance Premiums	603-496-4133-000	1.01
05/01/2022	Disability Insurance Premiums	101-463-4133-000	4.19
05/01/2022	Disability Insurance Premiums	101-422-4133-000	49.27
Inv May 2022 Total			2,767.07
116426 Total:			2,767.07
1840 - Standard Insurance Company Total:			2,767.07
1841 - Northdale Construction Company, Inc. Line Item Account			
116421	05/09/2022		
Inv	012065-000-2		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2022	49 & J Lift Station, Sewer & Water Extension	406-499-4400-123	384,865.74
Inv 012065-000-2 Total			384,865.74
116421 Total:			384,865.74
1841 - Northdale Construction Company, Inc. Total:			384,865.74
1850 - Henry Schein, Inc. Line Item Account			
116402	05/09/2022		
Inv	18710013		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/29/2022	Airway Nasopharyngeal	101-420-4211-000	2.83
Inv 18710013 Total			2.83
Inv	19011029		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/05/2022	Lubricating jelly	101-420-4211-000	15.29
Inv 19011029 Total			15.29
116402 Total:			18.12

Check Number	Check Date		Amount
1850 - Henry Schein, Inc. Total:			18.12
1854 - Dave's Floor Sanding & Installing Inc. Line Item Account			
116390	05/09/2022		
Inv	3035291		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/08/2022	Sand & finish gymnasium floors - Final	202-451-4300-301	12,434.50
Inv 3035291 Total			12,434.50
116390 Total:			12,434.50
1854 - Dave's Floor Sanding & Installing Inc. Total:			12,434.50
1855 - Lucken Auto Glass Line Item Account			
116411	05/09/2022		
Inv	W008154		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/25/2022	Windshield replacement #301	101-431-4300-000	664.76
Inv W008154 Total			664.76
116411 Total:			664.76
1855 - Lucken Auto Glass Total:			664.76
1864 - Texon Towel & Supply Co. Line Item Account			
116428	05/09/2022		
Inv	SI-125750		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2022	Towels	202-451-4240-301	1,229.30
Inv SI-125750 Total			1,229.30
116428 Total:			1,229.30
1864 - Texon Towel & Supply Co. Total:			1,229.30
1867 - Petty Cash - Lisa Lamey Line Item Account			
116366	04/29/2022		
Inv	4/28/2022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2022	Cash for Rookery cash drawers and petty cash	202-000-1011-000	500.00
Inv 4/28/2022 Total			500.00

Check Number	Check Date		Amount
116366	Total:		500.00
1867 - Petty Cash - Lisa Lamey Total:			500.00
1868 - Team Smok Ring Line Item Account			
116427	05/09/2022		
Inv	FD4PD001		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/13/2022	Public Safety Employee Appreciation Meal	101-401-4900-000	400.00
Inv FD4PD001	Total		400.00
116427	Total:		400.00
1868 - Team Smok Ring Total:			400.00
1869 - Total Comfort Line Item Account			
116433	05/09/2022		
Inv	2022-00562		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2022	Permit voided	101-000-3254-000	55.20
Inv 2022-00562	Total		55.20
116433	Total:		55.20
1869 - Total Comfort Total:			55.20
1870 - Lino Cabinet, Inc Line Item Account			
116410	05/09/2022		
Inv	2022-032		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/25/2022	Rookery countertops	202-451-4211-301	870.00
Inv 2022-032	Total		870.00
116410	Total:		870.00
1870 - Lino Cabinet, Inc Total:			870.00
1871 - Hidden Fence of Minnesota, Inc. Line Item Account			
116403	05/09/2022		
Inv	INV-8229-13705		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/02/2022	Invisible dog fence repair	101-463-4410-000	118.19

Check Number	Check Date		Amount
		Inv INV-8229-13705 Total	118.19
		116403 Total:	118.19
		1871 - Hidden Fence of Minnesota, Inc. Total:	118.19
		192 - Emergency Apparatus Maintenance Line Item Account	
116392	05/09/2022	Inv 121229	
		<u>Line Item Date</u>	<u>Line Item Account</u>
		04/15/2022	101-431-4410-000
		<u>Line Item Description</u>	
		Repair nozzle on aerial #611	3,183.46
		Inv 121229 Total	3,183.46
		Inv 122668	
		<u>Line Item Date</u>	<u>Line Item Account</u>
		04/01/2022	101-431-4410-000
		<u>Line Item Description</u>	
		Replace charger & shore power connection #620	1,238.93
		Inv 122668 Total	1,238.93
		116392 Total:	4,422.39
		192 - Emergency Apparatus Maintenance Total:	4,422.39
		193 - Emergency Automotive Technologies Line Item Account	
116393	05/09/2022	Inv SVC22055	
		<u>Line Item Date</u>	<u>Line Item Account</u>
		04/18/2022	101-421-4240-000
		<u>Line Item Description</u>	
		Swing arm, telescoping pole & install docking station #607	1,475.62
		Inv SVC22055 Total	1,475.62
		116393 Total:	1,475.62
		193 - Emergency Automotive Technologies Total:	1,475.62
		204 - Factory Motor Parts Company Line Item Account	
116395	05/09/2022	Inv 159-066280	
		<u>Line Item Date</u>	<u>Line Item Account</u>
		04/20/2022	101-431-4221-000
		<u>Line Item Description</u>	
		Coolant - Stock	30.84
		Inv 159-066280 Total	30.84
		Inv 159-066535	
		<u>Line Item Date</u>	<u>Line Item Account</u>
		04/27/2022	101-431-4221-000
		<u>Line Item Description</u>	
		Battery #704	43.89

Check Number	Check Date		Amount
Inv 159-066535		Total	43.89
Inv 1-7536371			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/11/2022	Ceramic brake	101-431-4221-000	80.24
Inv 1-7536371		Total	80.24
Inv 1-7551836			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2022	Pads - Stock	101-431-4221-000	92.70
Inv 1-7551836		Total	92.70
Inv 1-7558370			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/20/2022	Coolant - Stock	101-431-4221-000	29.28
Inv 1-7558370		Total	29.28
Inv 1-7577987			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2022	Pump kit #308	101-431-4221-000	113.91
Inv 1-7577987		Total	113.91
Inv 74-290372			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2022	Thermostat housing #308	101-431-4221-000	42.09
Inv 74-290372		Total	42.09
116395	Total:		432.95
204 - Factory Motor Parts Company Total:			432.95
210 - Ferguson Waterworks #2518 Line Item Account			
116396	05/09/2022		
Inv 0492300			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/25/2022	Blue flags valve seat for gate valve	601-494-4211-000	67.50
Inv 0492300		Total	67.50
116396	Total:		67.50
210 - Ferguson Waterworks #2518 Total:			67.50

Check Number	Check Date		Amount
214 - Fire Safety U.S.A. Line Item Account			
116398	05/09/2022		
Inv	158327		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/07/2022	Service extrication power heads, oil & sprak plugs #602 & #620	101-421-4410-000	1,059.00
Inv 158327 Total			1,059.00
116398 Total:			1,059.00
214 - Fire Safety U.S.A. Total:			1,059.00
233 - GDO Law Line Item Account 101-414-4303-000			
116399	05/09/2022		
Inv	8925		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2022	April Forfeitures	101-414-4303-000	31.50
Inv 8925 Total			31.50
Inv	8926		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2022	May Prosecutor Contract	101-414-4303-000	8,750.00
Inv 8926 Total			8,750.00
116399 Total:			8,781.50
233 - GDO Law Total:			8,781.50
249 - Grainger Line Item Account			
116400	05/09/2022		
Inv	1445804681		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2022	Insulation for plumbing	202-451-4211-301	32.95
Inv 1445804681 Total			32.95
116400 Total:			32.95
249 - Grainger Total:			32.95
25 - American Legal Publishing Corp Line Item Account			
116370	05/09/2022		
Inv	16251		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2022	2022 S-9 Supplement Editing Pages	101-402-4410-000	692.99

Check Number	Check Date		Amount
Inv 16251	Total		692.99
Inv 16336			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/20/2022	2022 S-9 Supplement Editing Pages	101-402-4410-000	203.00
Inv 16336	Total		203.00
116370	Total:		895.99
25 - American Legal Publishing Corp Total:			895.99
271 - Hawkins, Inc. Line Item Account			
116401	05/09/2022		
Inv 6163349			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/15/2022	Chlorine Cylinders	601-494-4222-000	95.00
Inv 6163349	Total		95.00
Inv 6165165			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/14/2022	Pool chemical supplies	202-451-4211-301	510.50
Inv 6165165	Total		510.50
Inv 6171957			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2022	Pool chemical supplies	202-451-4211-301	747.29
Inv 6171957	Total		747.29
Inv 6174064			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/29/2022	Pool equipment for chemicals	202-451-4211-301	666.60
Inv 6174064	Total		666.60
116401	Total:		2,019.39
271 - Hawkins, Inc. Total:			2,019.39
298 - Hugo Equipment Company Line Item Account			
116404	05/09/2022		
Inv 178210			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/20/2022	Titanium Line	101-450-4211-000	69.99
Inv 178210	Total		69.99

Check Number	Check Date		Amount
116404 Total:			69.99
298 - Hugo Equipment Company Total:			69.99
306 - Image Printing & Graphics, Inc Line Item Account			
116405	05/09/2022		
Inv	161209		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/20/2022	Business Cards - L. Lamey, M. Rosewood & B. Natzke	202-451-4200-301	151.00
Inv 161209 Total			151.00
Inv	161266		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/25/2022	Rookery Promo Card	202-451-4900-000	229.60
Inv 161266 Total			229.60
116405 Total:			380.60
306 - Image Printing & Graphics, Inc Total:			380.60
340 - Kiesler's Police Supply, Inc. Line Item Account			
116407	05/09/2022		
Inv	SI102695		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2022	Patrol Rifles	402-420-4240-420	18,987.23
Inv SI102695 Total			18,987.23
116407 Total:			18,987.23
340 - Kiesler's Police Supply, Inc. Total:			18,987.23
359 - Landform Line Item Account			
116408	05/09/2022		
Inv	32771		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/12/2022	Zoning Ordinance & Map Update	484-499-4300-000	5,221.00
Inv 32771 Total			5,221.00
116408 Total:			5,221.00
359 - Landform Total:			5,221.00

399 - Mansfield Oil Company Line Item Account 101-431-4212-000

116412 05/09/2022

Inv 23218847

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2022	Gasoline - 2,000 gallons	101-431-4212-000	7,063.46

Inv 23218847 Total 7,063.46

Inv 23218874

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2022	Diesel - 799 gallons	101-431-4212-000	3,737.74

Inv 23218874 Total 3,737.74

116412 Total: 10,801.20

399 - Mansfield Oil Company Total:

10,801.20

418 - Menards - Forest Lake Line Item Account

116414 05/09/2022

Inv 80959

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/14/2022	Lighter, butane & brass brush	601-494-4211-000	17.06

Inv 80959 Total 17.06

Inv 83624

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2022	Blind for investigators office	101-432-4211-503	326.15

Inv 83624 Total 326.15

116414 Total: 343.21

418 - Menards - Forest Lake Total:

343.21

421 - Metro Sales Incorporated Line Item Account

116415 05/09/2022

Inv INV2020411

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/05/2022	Copier Maintenance Contract Ricoh/MP 4055SP Copier	101-420-4410-000	36.00

Inv INV2020411 Total 36.00

Inv INV2030394

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/20/2022	Copier Maintenance Contract Ricoh/MP C307 Color Copier	101-432-4410-500	104.80

Check Number	Check Date		Amount
Inv INV2030394	Total		104.80
Inv	INV2038846		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/02/2022	Copier Maintenance Contract Ricoh/IM C2500 Color Copier	101-432-4410-503	244.99
Inv INV2038846	Total		244.99
Inv	INV2038847		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/02/2022	Copier Maintenance Contract Ricoh/IM C6000 Color Copier	101-432-4410-503	504.55
Inv INV2038847	Total		504.55
116415	Total:		890.34
421 - Metro Sales Incorporated	Total:		890.34
427 - Midway Ford Company	Line Item Account		
116416	05/09/2022		
Inv	581415		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2022	Installed collar kit #256	101-431-4300-000	267.61
Inv 581415	Total		267.61
Inv	582227		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/07/2022	Replaced struts, mounts, sway bars & wheel alignment #382	101-431-4300-000	1,397.43
Inv 582227	Total		1,397.43
Inv	709747		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/07/2022	Socket #617	101-431-4221-000	310.20
Inv 709747	Total		310.20
Inv	710447		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/12/2022	Sensor #805	101-431-4221-000	47.74
Inv 710447	Total		47.74
Inv	713110		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2022	Sensor #263	101-431-4221-000	170.80
Inv 713110	Total		170.80

Check Number	Check Date		Amount
116416 Total:			2,193.78
427 - Midway Ford Company Total:			2,193.78
44 - Anoka County Treasury Office Line Item Account			
116372	05/09/2022		
Inv	B220418L		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2022	Site 117 May 2022 CAC Fiber	101-432-4300-503	75.00
04/18/2022	Site 115 May 2022 CAC Fiber	101-432-4300-500	75.00
04/18/2022	Site 116 May 2022 CAC Fiber	101-432-4300-501	75.00
Inv B220418L Total			225.00
Inv	HWYSQ12022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	1st Qtr 2022 Signal Billing	101-430-4410-000	3,596.97
Inv HWYSQ12022 Total			3,596.97
116372 Total:			3,821.97
44 - Anoka County Treasury Office Total:			3,821.97
443 - Minnesota Unemployment Insurance Line Item Account			
116418	05/09/2022		
Inv	Q12022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/08/2022	1st Qtr Unemployment	201-000-4141-000	2,386.70
04/08/2022	1st Qtr Unemployment	101-451-4141-000	13,664.99
04/08/2022	1st Qtr Unemployment	101-430-4141-000	844.50
Inv Q12022 Total			16,896.19
116418 Total:			16,896.19
443 - Minnesota Unemployment Insurance Total:			16,896.19
455 - MN Metro North Tourism Board Line Item Account 101-415-4900-000			
116419	05/09/2022		
Inv	March 2022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	March 2022 Tourism Tax	101-415-4900-000	3,928.00
Inv March 2022 Total			3,928.00
116419 Total:			3,928.00

455 - MN Metro North Tourism Board Total:	3,928.00
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477 - NAC Mechanical & Electrical Line Item Account

116420 05/09/2022

Inv 197557

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2022	Remount toilets & urinals, installed hands free flush valves	202-451-4300-301	21,755.00

Inv 197557 Total	21,755.00
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Inv 197647

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/25/2022	Roof top unit 8 not working	202-451-4300-301	844.00

Inv 197647 Total	844.00
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116420 Total:	22,599.00
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477 - NAC Mechanical & Electrical Total:	22,599.00
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509 - O'Reilly Automotive Stores Line Item Account

116422 05/09/2022

Inv 5914-196576

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/05/2022	Returned fuel filter	101-431-4221-000	-37.41

Inv 5914-196576 Total	-37.41
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Inv 5914-196821

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/08/2022	Oil filters - Stock	101-431-4221-000	24.95

Inv 5914-196821 Total	24.95
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Inv 5914-197579

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/14/2022	Wire - Stock	101-431-4221-000	18.13

Inv 5914-197579 Total	18.13
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116422 Total:	5.67
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509 - O'Reilly Automotive Stores Total:	5.67
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54 - Aspen Mills, Inc. Line Item Account

116373 05/09/2022

Check Number	Check Date		Amount
Inv 291965			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/07/2022	Uniform Allowance - New Hire CSO	101-420-4370-000	288.90
Inv 291965 Total			288.90
Inv 292076			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/11/2022	Uniform Allowance - A. Halverson	101-420-4370-000	23.20
Inv 292076 Total			23.20
Inv 292110			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/12/2022	Uniform Allowance - PT Firefighter	101-421-4370-000	301.90
Inv 292110 Total			301.90
Inv 292111			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/12/2022	Uniform Allowance - PT Firefighter	101-421-4370-000	271.89
Inv 292111 Total			271.89
Inv 292112			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/12/2022	Uniform Allowance - PT Firefighter	101-421-4370-000	293.90
Inv 292112 Total			293.90
Inv 292113			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/12/2022	Uniform Allowance - PT Firefighter	101-421-4370-000	281.90
Inv 292113 Total			281.90
Inv 292114			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/12/2022	Uniform Allowance - PT Firefighter	101-421-4370-000	163.90
Inv 292114 Total			163.90
Inv 292469			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2022	Uniform Allowance - B. Pevito	101-421-4370-000	301.89
Inv 292469 Total			301.89
Inv 292881			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/25/2022	Uniform Allowance - B. Kisch	101-421-4370-000	249.84

Check Number	Check Date		Amount
Inv 292881	Total		249.84
Inv 292939			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2022	Uniform Allowance - A. Halverson	101-420-4370-000	359.74
Inv 292939	Total		359.74
116373 Total:			2,537.06
54 - Aspen Mills, Inc. Total:			2,537.06
541 - Plunkett's Pest Control Inc. Line Item Account			
116423	05/09/2022		
Inv 7062668			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/25/2021	General Pest Control	101-432-4410-503	97.54
Inv 7062668	Total		97.54
Inv 7062750			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2021	General Pest Control	101-432-4410-500	169.20
Inv 7062750	Total		169.20
Inv 7062751			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/11/2021	General Pest Control	101-432-4410-500	169.20
Inv 7062751	Total		169.20
Inv 7066216			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2021	General Pest Control	101-432-4410-503	97.54
Inv 7066216	Total		97.54
Inv 7185603			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/09/2021	3 RTU	101-432-4410-500	9.00
Inv 7185603	Total		9.00
Inv 7186021			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/09/2021	General Pest Control	101-432-4410-503	97.54
Inv 7186021	Total		97.54

Inv 7186022

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/09/2021	General Pest Control	101-432-4410-500	169.20

Inv 7186022 Total 169.20

Inv 7219621

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/30/2021	Exclusion	101-432-4410-503	550.00

Inv 7219621 Total 550.00

Inv 7301137

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/28/2021	Treatment for snakes - exterior	101-432-4410-503	465.00

Inv 7301137 Total 465.00

Inv 7328102

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/19/2021	General Pest Control	101-432-4410-500	169.20

Inv 7328102 Total 169.20

Inv 7337769

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/22/2021	General Pest Control	101-432-4410-503	97.54

Inv 7337769 Total 97.54

Inv 7399758

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/01/2022	Annual Pest Control	202-451-4410-000	627.00

Inv 7399758 Total 627.00

Inv 7405322

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/26/2022	General Pest Control	101-432-4410-503	97.54

Inv 7405322 Total 97.54

Inv 7405880

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/26/2022	Treatment for ants	101-432-4410-502	150.00
01/26/2022	Treatment for ants	101-432-4410-501	150.00

Inv 7405880 Total 300.00

Check Number	Check Date		Amount
Inv 7409824			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/01/2022	General Pest Control	101-432-4410-500	169.20
Inv 7409824 Total			169.20
116423 Total:			3,284.70
541 - Plunkett's Pest Control Inc. Total:			3,284.70
545 - Walsler Polar Chevrolet Line Item Account			
116435	05/09/2022		
Inv 73306P22			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/04/2022	Brake light harness #803	101-431-4221-000	54.91
Inv 73306P22 Total			54.91
Inv 74053P22			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/25/2022	Fuel filter #508	101-431-4221-000	43.72
Inv 74053P22 Total			43.72
116435 Total:			98.63
545 - Walsler Polar Chevrolet Total:			98.63
69 - Batteries Plus Bulbs Line Item Account			
116374	05/09/2022		
Inv P50974274			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2022	Batteries for emergency lights	202-451-4211-301	207.96
Inv P50974274 Total			207.96
116374 Total:			207.96
69 - Batteries Plus Bulbs Total:			207.96
693 - Upper Cut Tree Service Line Item Account			
116434	05/09/2022		
Inv 5274			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/02/2022	Hazard tree removal	101-463-4410-000	850.00
Inv 5274 Total			850.00

Check Number	Check Date		Amount
116434 Total:			850.00
693 - Upper Cut Tree Service Total:			850.00
731 - Wipers & Wipes, Inc. Line Item Account			
116438	05/09/2022		
Inv	OE-596107-1		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/21/2022	Paper towels, toilet tissue & hand soap	101-432-4211-000	424.38
Inv OE-596107-1 Total			424.38
116438 Total:			424.38
731 - Wipers & Wipes, Inc. Total:			424.38
733 - WSB & Associates, Inc. Line Item Account			
116439	05/09/2022		
Inv	0-002988-560-44		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2022	March Saddle Club 4th Addition	801-000-2359-102	229.00
Inv 0-002988-560-44 Total			229.00
Inv	R-011406-000-24		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2022	March Natures Refuge	801-000-2314-102	6,921.50
Inv R-011406-000-24 Total			6,921.50
Inv	R-012065-000-29		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2022	March 49 & J Lift Station and Water Extension	406-499-4304-123	5,356.50
Inv R-012065-000-29 Total			5,356.50
Inv	R-012365-000-38		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2022	March Lyngblomsten Site Study	801-000-2363-102	1,905.50
Inv R-012365-000-38 Total			1,905.50
Inv	R-012443-000-39		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2022	March Watermark 1st Addition	801-000-2336-102	542.00
Inv R-012443-000-39 Total			542.00

Check Number	Check Date		Amount
Inv	R-012469-000-39		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2022	March Eastside Villas	801-000-2302-102	286.00
Inv R-012469-000-39 Total			286.00
Inv	R-014757-000-28		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2022	March Watermark 2nd Addition	801-000-2388-102	86.00
Inv R-014757-000-28 Total			86.00
Inv	R-015306-000-28		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2022	March Nadeau Acres	801-000-2338-102	414.00
Inv R-015306-000-28 Total			414.00
Inv	R-015628-000-25		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2022	March Watermark 3rd Addition	801-000-2355-102	2,035.00
Inv R-015628-000-25 Total			2,035.00
Inv	R-016587-000-14		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2022	March Otter Crossing	801-000-2321-102	686.00
Inv R-016587-000-14 Total			686.00
Inv	R-017006-000-18		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2022	March 2021 Street Improvement Projects	421-499-4304-137	6,193.50
Inv R-017006-000-18 Total			6,193.50
Inv	R-017210-000-14		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2022	March Market Place Dr Realignment	420-499-4304-141	1,558.00
Inv R-017210-000-14 Total			1,558.00
Inv	R-017363-000-16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2022	March Watermark 4th Addition	801-000-2327-102	599.00
Inv R-017363-000-16 Total			599.00
Inv	R-017505-000-12		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2022	March 2021 Surface Water Maintenance Project	424-499-4304-000	525.50

Check Number	Check Date	Amount
Inv R-017505-000-12 Total		525.50
Inv R-017705-000-7		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/19/2022	March 2021 East Shadow Lake Dr I&I Project	602-495-4304-146
		6,038.50
Inv R-017705-000-7 Total		6,038.50
Inv R-018131-000-10		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/19/2022	March Nadeau Acres 2nd Addition	801-000-2315-102
		172.00
Inv R-018131-000-10 Total		172.00
Inv R-018272-000-10		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/19/2022	March East Region Plan - Northeast Drainage Area	422-499-4304-000
		7,991.25
Inv R-018272-000-10 Total		7,991.25
Inv R-018391-000-6		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/19/2022	March Butler Addition	801-000-2304-102
		86.00
Inv R-018391-000-6 Total		86.00
Inv R-018524-000-10		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/19/2022	March Winters Wetland Bank	422-499-4304-000
		1,817.00
Inv R-018524-000-10 Total		1,817.00
Inv R-018601-000-8		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/19/2022	March Water Treatment Plant Pilot Study	406-499-4304-000
		2,776.00
Inv R-018601-000-8 Total		2,776.00
Inv R-018762-000-8		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/19/2022	March East Region NE Drainage Area Wetland Delineation	422-499-4304-000
		816.00
Inv R-018762-000-8 Total		816.00
Inv R-018781-000-6		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/19/2022	March Lake Amelia Woods	801-000-2300-000
		64.00
Inv R-018781-000-6 Total		64.00

Check Number	Check Date		Amount
Inv	R-018966-000-7		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2022	March Belland Farms	801-000-2354-102	2,258.00
Inv R-018966-000-7 Total			2,258.00
Inv	R-019038-000-7		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2022	March DRF Lino	801-000-2325-102	1,008.00
Inv R-019038-000-7 Total			1,008.00
Inv	R-019135-000-6		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2022	March 2021 Street Rehabilitation Project	421-499-4304-142	1,484.75
Inv R-019135-000-6 Total			1,484.75
Inv	R-019206-000-3		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2022	March Otter Lake Road Industrial	420-499-4304-000	5,221.00
Inv R-019206-000-3 Total			5,221.00
Inv	R-019286-000-5		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2022	March Woods of Baldwin Lake Final Design	405-499-5000-144	2,415.50
Inv R-019286-000-5 Total			2,415.50
Inv	R-019406-000-5		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2022	March MTO Properties - Thrivent Financial	801-000-2300-000	772.00
Inv R-019406-000-5 Total			772.00
Inv	R-019407-000-5		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2022	March Precision Tune	801-000-2320-103	664.00
Inv R-019407-000-5 Total			664.00
Inv	R-019414-000-5		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2022	March Water Tower #2 Rehabilitation	601-494-5000-000	158.75
Inv R-019414-000-5 Total			158.75
Inv	R-019485-000-4		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2022	March 2022 I35E Pipe Crossing Project	422-499-4304-145	4,560.50

Check Number	Check Date	Amount
Inv R-019485-000-4 Total		4,560.50
Inv R-019496-000-4		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/19/2022	March Watermark Park	405-499-5000-143
		1,125.50
Inv R-019496-000-4 Total		1,125.50
Inv R-019523-000-4		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/19/2022	March RAC	202-451-4304-301
		1,053.00
Inv R-019523-000-4 Total		1,053.00
Inv R-019540-000-3		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/19/2022	March 2022 General Engineering Services	601-494-4304-000
		1,122.08
04/19/2022	March 2022 General Engineering Services	603-496-4304-000
		1,122.09
04/19/2022	March 2022 General Engineering Services	101-417-4410-000
		4,113.75
04/19/2022	March 2022 General Engineering Services	602-495-4304-000
		1,122.08
Inv R-019540-000-3 Total		7,480.00
Inv R-019541-000-3		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/19/2022	March 2022 Miscellaneous Escrow Account	101-417-4300-000
		430.00
04/19/2022	March 2022 Miscellaneous Escrow Account	601-494-4304-000
		1,167.50
Inv R-019541-000-3 Total		1,597.50
Inv R-019542-000-3		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/19/2022	March 2022 GPS/GIS Miscellaneous Assistance	801-000-2314-101
		250.00
04/19/2022	March 2022 GPS/GIS Miscellaneous Assistance	101-418-4300-000
		945.25
04/19/2022	March 2022 GPS/GIS Miscellaneous Assistance	601-494-4304-000
		406.25
04/19/2022	March 2022 GPS/GIS Miscellaneous Assistance	101-416-4300-000
		500.00
04/19/2022	March 2022 GPS/GIS Miscellaneous Assistance	801-000-2383-102
		1,062.50
04/19/2022	March 2022 GPS/GIS Miscellaneous Assistance	101-417-4300-000
		759.00
Inv R-019542-000-3 Total		3,923.00
Inv R-019543-000-3		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/19/2022	March 2022 Private Utility Permits	101-417-4300-000
		516.00
Inv R-019543-000-3 Total		516.00
Inv R-019565-000-4		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/19/2022	March NorthPointe Gardens Estates	801-000-2300-000
		1,112.00
Inv R-019565-000-4 Total		1,112.00

Inv R-019710-000-3

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2022	March Rehbein Black Dirt	801-000-2322-103	1,924.00

Inv R-019710-000-3 Total 1,924.00

Inv R-019724-000-3

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2022	March 2022 Surface Water Management Project	424-499-4304-000	2,688.00

Inv R-019724-000-3 Total 2,688.00

Inv R-019862-000-2

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2022	March 2022 Lino Lakes Parking Lot Improvements	202-451-4304-301	5,061.00

Inv R-019862-000-2 Total 5,061.00

Inv R-020004-000-1

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2022	March Sanitary Structure Condition Assessment	602-495-4300-000	12,109.50

Inv R-020004-000-1 Total 12,109.50

Inv R-020018-000-1

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2022	March Amelia Lake Feasibility Study	424-499-4304-000	1,980.00

Inv R-020018-000-1 Total 1,980.00

Inv R-020040-000-1

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2022	March SWPPP Revisions	424-499-4304-000	498.75

Inv R-020040-000-1 Total 498.75

116439 Total: 106,709.00

733 - WSB & Associates, Inc. Total: 106,709.00

734 - Xcel Energy Line Item Account

116440 05/09/2022

Inv April 2022-2

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/20/2022	Electric	101-450-4381-000	145.19
04/20/2022	Electric	602-495-4381-000	2,105.53
04/20/2022	Electric	101-432-4381-502	1,098.39
04/20/2022	Electric	101-420-4381-000	4.13
04/20/2022	Electric	101-432-4381-000	6.62

Check Number	Check Date		Amount
04/20/2022	Electric	101-432-4381-501	476.50
04/20/2022	Electric	101-430-4385-000	752.64
04/20/2022	Electric	202-451-4381-000	3,869.79
04/20/2022	Electric	601-494-4381-000	6,933.42
04/20/2022	Electric	101-432-4381-503	5,708.11
Inv April 2022-2 Total			21,100.32
116440 Total:			21,100.32
734 - Xcel Energy Total:			21,100.32
743 - Ziegler, Inc. Line Item Account			
116441	05/09/2022		
Inv	IN000463189		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/17/2022	Teeth & retainers on backhoe bucket #251	101-431-4221-000	40.10
Inv IN000463189 Total			40.10
116441 Total:			40.10
743 - Ziegler, Inc. Total:			40.10
761 - Comcast Line Item Account 101-432-4321-502			
116385	05/09/2022		
Inv	0131882		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/24/2022	Phone & Internet Services	101-432-4321-502	372.46
Inv 0131882 Total			372.46
116385 Total:			372.46
761 - Comcast Total:			372.46
800 - Advanced Graphix Inc. Line Item Account			
116367	05/09/2022		
Inv	208874		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/07/2022	Helmet names	101-421-4370-000	121.00
Inv 208874 Total			121.00
116367 Total:			121.00

Check Number	Check Date		Amount
800 - Advanced Graphix Inc. Total:			121.00
85 - Bluetarp Financial, Inc. Line Item Account			
116378	05/09/2022		
Inv	G32932/G		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2022	Fuses for well house panels	601-494-4211-000	31.45
Inv G32932/G Total			31.45
Inv	G33263/G		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/21/2022	Manure	101-450-4211-000	89.98
Inv G33263/G Total			89.98
Inv	G34179/G		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2022	Meter installation supplies	601-494-4211-000	38.72
Inv G34179/G Total			38.72
116378 Total:			160.15
85 - Bluetarp Financial, Inc. Total:			160.15
854 - Spartan Promotional Group, Inc Line Item Account			
116425	05/09/2022		
Inv	603082		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2022	Pencils	101-421-4214-000	294.84
04/18/2022	Pencils	101-420-4214-000	294.83
Inv 603082 Total			589.67
Inv	603083		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/21/2022	Hot/Cold Packs	101-420-4214-000	228.19
Inv 603083 Total			228.19
Inv	603085		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/20/2022	Mini Bubbles	101-421-4214-000	498.21
Inv 603085 Total			498.21
116425 Total:			1,316.07

Check Number	Check Date	Amount
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854 - Spartan Promotional Group, Inc Total:		1,316.07
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95 - Brock White Company, LLC Line Item Account

116379 05/09/2022

Inv 15355645-00

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2022	Tree marking paint	101-463-4211-000	167.76

Inv 15355645-00 Total		167.76
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116379 Total:		167.76
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95 - Brock White Company, LLC Total:		167.76
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Total:		769,684.96
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Electronic Funds Transfer
MN Statute 471.38 Subd. 3

Council Meeting May 9, 2022

Transfer In/(Out)

4/29/2022 Payroll #09	(165,851.22)
4/29/2022 Payroll #09 Federal Deposit	(48,270.86)
4/29/2022 Payroll #09 PERA	(51,356.67)
4/29/2022 Payroll #09 State	(11,440.20)
4/29/2022 Payroll #09 Child Support	(284.77)
4/29/2022 Payroll #09 H.S.A. Bank Pretax	(4,534.02)
4/29/2022 Payroll #09 TASC Pretax	(924.96)
4/29/2022 Payroll #09 ICMA 457 Def. Comp #301596	(3,045.00)
4/29/2022 Payroll #09 ICMA Roth IRA #706155	(905.75)
4/29/2022 Payroll #09 MSRS HCSP #98946-01	(24,056.25)
4/29/2022 Payroll #09 MSRS Def. Comp #98945-01	(3,878.00)
4/29/2022 Payroll #09 MSRS Roth IRA #98945-01	(765.00)
5/4/2022 Bldg Deposit	104.00
5/1/2022 HSA Bank ER Contribution	(6,041.51)
5/6/2022 Council #05 Payroll	(3,671.75)
5/6/2022 Council #05 Federal Deposit	(208.10)
5/6/2022 Council #05 PERA	(407.16)
5/6/2022 Council #05 State	(47.12)

CITY COUNCIL WORK SESSION

DRAFT

**CITY OF LINO LAKES
MINUTES**

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DATE : April 25, 2022
TIME STARTED : 6:00 p.m.
TIME ENDED : 6:25 p.m.
MEMBERS PRESENT : Councilmember Stoesz, Lyden,
Cavegn and Mayor Rafferty
MEMBERS ABSENT : Councilmember Ruhland

10 Staff members present: City Administrator Sarah Cotton; Human Resources and
11 Communications Manager Meg Sawyer; Community Development Director Michael
12 Grochala; City Engineer Diane Hankee; Director of Public Safety John Swenson;

13 **1. Review Regular Agenda**

14 **Item 3A – Compensation Plan for Part-Time Rookery Activity Center Personnel –**
15 Administrator Cotton reviewed the staff report. The salaries presented have differing
16 levels and staff would intend to place people based on their experience and qualifications.

17
18 Councilmember Cavegn said he’s concerned that the rates may be too low, especially in
19 comparison to pay being offered for jobs such as restaurant worker. Will the City be able
20 to attract personnel with these rates? Ms. Cotton said staff is concerned as well but plans
21 to use the scale and will adjust as necessary. Mayor Rafferty concurred that the rates
22 may be too low to hold people. Councilmember Stoesz noted Item 3B that indicates that
23 there are individuals who are accepting the rate of pay. Administrator Cotton noted that
24 staff is cognizant of the link between expenditures and revenues for the Rookery finances.
25 Ms. Cotton indicated that she’s been doing research on the wage market for these type of
26 jobs and it does vary. Councilmember Cavegn asked about increasing the maximum
27 range to allow for flexibility if needed. Ms. Cotton suggested seeing how the job fair
28 goes and go forward knowing that the wage scale can be amended in the future.

29
30 Regarding Item 3B, Administrator Cotton noted that the City Code requires staff to bring
31 all names forward for council action. She wonders if the council would be comfortable
32 with individuals starting prior, knowing that action will still be required. The council
33 concurred.

34 **Item 5A – Parking Lot Improvement (The Rookery) –** City Engineer Hankee reviewed
35 the written staff report requesting authorization to contract for improvement of the
36 parking lot at The Rookery. The quote amount was noted. The work would be funded
37 through ARP funds. She added that one parking lot will be done at a time to allow some
38 parking to remain. Councilmember Stoesz asked if infrastructure for outside electrical
39 could be run to the north lot for future event use; staff indicated that type of work would
40 be outside of available funding.

41
42 **Item 6A – West Shadow Lake Drive –** City Engineer Hankee noted the two requested

CITY COUNCIL WORK SESSION

DRAFT

43 actions. The project is funded through the City’s Sewer Operating Fund. The contractor
44 would like to begin as soon as possible. There will be some disruption for the area
45 residents and they will be informed.

46

47 **Item 6B – Master Partnership Contract with MnDOT** – City Engineer Hankee
48 explained that staff is requesting authorization to execute this contract in regard to the
49 City’s 2022 Street Rehabilitation Project which includes some state aid roadway.
50 Entering this contract is an efficient way to receive the necessary material inspection
51 services.

52

53 **Item 6C – Lyngbloomsten Development Agreement Amendment** – Community
54 Development Director Grochala reviewed the written report. Staff is recommending
55 amendment of the development agreements to allow additional time for roadway details.
56 Discussion is still underway with Anoka County on certain roadway elements; the work is
57 expected by summer.

58 **2. Adjourn**

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

60 These minutes were considered, corrected and approved at the regular Council meeting
61 held on May 9, 2022.

62

63

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65

66 _____
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 : April 25, 2022
TIME STARTED : 6:30 p.m.
TIME ENDED : 7:05 p.m.
MEMBERS PRESENT : Councilmember Stoesz, Lyden,
Cavegn and Mayor Rafferty
MEMBERS ABSENT : Councilmember Ruhland

Staff members present: City Administrator Sarah Cotton; Human Resources and Communications Manager Meg Sawyer; Community Development Director Michael Grochala; City Engineer Diane Hanke; Director of Public Safety John Swenson; City Clerk Julie Bartell

PUBLIC COMMENT

Hildur Perez, 1190 Main Street, stated that she is opposed to the tax (storm water utility). Her water doesn't go anywhere but on her property. She feels it is wrong to tax everyone – situations are different. The water on her property is hers and it stays there.

Joe Hill, 6933 Sunrise Drive, stated that he has no City sewer or water. There is a lake in his neighborhood where the surface water goes. They receive very little in the way of City services in their area. The fee is wrong.

Jeff Johnson, 6965 Sunrise Drive, said he has the same feelings on the \$48 bill he got in the mail. He was surprised to receive a bill since he has no storm sewers and receives no regular maintenance. If it's going to be share and share alike and he's paying for other people's storm sewers, he wonders what will happen when he gets future services – will others pay for that? He is content with the system he uses.

Mayor Rafferty noted the issue at hand – the storm water utility. He asked that people take a copy of the information being provided at the back of the room. He introduced the City Engineer and suggested that she will be available for questions. The mission is to place the burden for costs on the heaviest users.

Chris Milow, 6848 Lakeview Drive, stated that at his property, the storm water runs onto his property only. It makes no sense to him to try and make storm water maintenance equitable. He is a master plumber. He has read the information provided and acknowledges it but he feels there still exists an inequity.

Ellen Gatchell, 952 Main Street said that she hears that people are up in arms and she asks, why was this letter sent out? Why now? She has no City water and no public sewer. There is one area but it is never opened so it doesn't operate.

SETTING THE AGENDA

The agenda was approved as presented.

COUNCIL MINUTES

DRAFT

46 **SPECIAL PRESENTATION**

47 *Promotion Recognition* – District Chief Jesse Fronek

48 **CONSENT AGENDA**

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

51
52 **ITEM** **ACTION**

53 **Consideration of Expenditures:**

- | | | | |
|----|----|---|----------|
| 54 | A) | Consider Approval of Expenditures for April 25, 2022
(Check No. 116250 through 116364 in the Amount of
55 \$584,537.81. | Approved |
| 56 | B) | Consider Approval of April 4, 2022 Work Session Minutes | Approved |
| 57 | C) | Consider Approval of April 11, 2022 Council Meeting Minutes | Approved |
| 58 | D) | Consider Approval of Special Event Permit for Boy Scout
59 Troop 232 | Approved |
| 60 | E) | Consider Approval of April 11, 2022 Work Session Minutes | Approved |
| 61 | F) | Consider Approval of Special Event Permit for Blue Heron
62 Elementary | Approved |
| 63 | | | Approved |

64 **FINANCE DEPARTMENT REPORT**

65 There was no report from the Finance Department.

66 **ADMINISTRATION DEPARTMENT REPORT**

67 **3A) Consider Resolution No. 22-45, Establishing the Compensation Plan for Part-Time**
68 **Rookery Activity Center Personnel** – City Administrator Cotton reviewed the staff request for
69 approval of a compensation plan for the part-time personnel who will work at the activity center. The
70 salary recommendation comes after research in the area.

71 Mayor Rafferty noted that things are moving along well to get the center open and this is a part of that
72 progress.

73 Councilmember Cavegn moved to approve Resolution No. 22-45 as presented. Councilmember
74 Stoesz seconded the motion. Motion carried on a voice vote.

75 **3B) Approve the Hiring of Part-Time Staff for The Rookery** – Human Resources and
76 Communications Manager Sawyer reviewed her written report recommending the hiring of individuals
77 for positions at The Rookery.

78 Councilmember Stoesz moved to approve the hiring of staff as recommended. Councilmember Lyden
79 seconded the motion. Motion carried on a voice vote.

80 **PUBLIC SAFETY DEPARTMENT REPORT**

81 There was no report from the Public Safety Department.

COUNCIL MINUTES

DRAFT

82 PUBLIC SERVICES DEPARTMENT REPORT

83 **5A) Consider Resolution No. 22-41, Accepting Quote and Awarding Contract, 2022 Parking**
84 **Lot Improvement Project** – City Engineer Hankee reviewed her written staff report. She noted the
85 low quote and the funding source for this mill and overlay project for The Rookery parking lot. The
86 project should be completed by the end of June and the work will be staged to allow for continued
87 parking availability. Councilmember Stoesz asked if this is a good time to review the handicap stalls
88 and Ms. Hankee said they have been reviewed and a few adjustments made. Signage is also a part of
89 the project. Ms. Hankee explained that the project consists of removing the surface and applying a
90 new one.

91 Councilmember Lyden moved to approve Resolution No. 22-41 as presented. Councilmember
92 Cavegn seconded the motion. Motion carried on a voice vote.

93 COMMUNITY DEVELOPMENT REPORT

94 **6A) 2022 East Shadow Lake Drive Utility Project: i. Consider Resolution No. 22-38,**
95 **Accepting Bids, Awarding a Construction Contract; ii. Consider Resolution No. 22-39,**
96 **Approving Construction Services Contract with WSB & Associates** – City Engineer Hankee
97 noted this utility project and the location (Lantern Lane and West Shadow Lake Drive). The work
98 will include replacement of certain utility infrastructure to improve sanitary sewer services to the
99 area. She noted the project bid and the proposal for a construction engineering services contract.

100 Councilmember Cavegn moved to approve Resolution No. 22-38 and Resolution No. 22-39 as
101 presented. Councilmember Stoesz seconded the motion. Motion carried on a voice vote.

102 **6B) Consider Resolution No. 22-40, Approving Master Partnership Contract with MnDOT**
103 **for the 2022 Street Rehabilitation Project** - City Engineer Hankee reviewed the written report that
104 requests authority to execute a contract needed because a portion of the street rehabilitation project
105 is state aid funded roadway and requires certain state approved material inspection services. She
106 responded to questions about what State Aid funds are.

107 Councilmember Lyden moved to approve Resolution No. 22-40 as presented. Councilmember
108 Stoesz seconded the motion. Motion carried on a voice vote.

109
110 **6C) Consider Resolution No. 22-42, Approving the 1st Amendment to Lyngblomsten**
111 **Development Agreement** - Community Development Director Grochala reviewed the written staff
112 report. The City has a development agreement with Lyngblomsten that includes road
113 improvements. There is discussion underway on those road improvements, including with Anoka
114 County. Staff would like authorization to amend the agreement to allow for additional time on
115 those specific improvements. He expects a summer deadline.

116
117 Councilmember Cavegn moved to approve Resolution No. 22-42 as presented. Councilmember
118 Stoesz seconded the motion. Motion carried on a voice vote.

119 UNFINISHED BUSINESS

120 There was no Unfinished Business.

121

122 NEW BUSINESS

123 There was no New Business.

124

COUNCIL MINUTES

DRAFT

125 **COMMUNITY EVENTS**

126 There were no events announced.

127 **COMMUNITY CALENDAR**

<i>Community Calendar – A Look Ahead</i>		
April 25, 2022 through May 9, 2022		
128		
129		
130	 Monday, May 2	6:00 pm, Community Room Council Work Session
131	 Wednesday, May 4	6:30 pm, Council Chambers Park Board
132	 Thursday, May 5	8:00 am, Community Room EDAC
133	 Monday, May 9	6:00 pm, Council Chambers Board of Appeal
134	 Monday, May 9	6:15 pm, Community Room Council Work Session
135	 Monday, May 9	6:30 pm, Council Chambers City Council Meeting

136
137 **ADJOURN**

138
139 There being no further business, Councilmember Lyden moved to adjourn at 7:05 p.m.
140 Councilmember Stoesz seconded the motion. Motion carried on a voice vote.

141
142 These minutes were considered and approved at the regular Council Meeting on May 9, 2022.

143
144
145
146
147 _____
148 Julianne Bartell, City Clerk

_____ Rob Rafferty, Mayor

**CITY COUNCIL
AGENDA ITEM 1D**

STAFF ORIGINATOR: Meg Sawyer, HR and Communications Manager

MEETING DATE: May 9, 2022

TOPIC: Approve the Hiring of Part-Time Staff for The Rookery

VOTE REQUIRED: 3/5

INTRODUCTION

The Council is being asked to approve the hiring of part-time staff for The Rookery.

BACKGROUND

As we continue to move forward with the opening of the new activity center, staff is seeking approval to hire part-time personnel to work at The Rookery.

The recruiting process continues with interviewing and background investigations. This process has identified candidates that will be a great addition to our staff at The Rookery.

RECOMMENDATION

Staff recommends the Council approve the hiring of the part-time personnel listed below:

Jill	Wilhelmson	Aquatic Lead
Abby	Blattman	Guest Services Rep.
Brittany	Bordson	Child Watch Attendant
Ethan	McDonald	Guest Services Rep.
Journey	Becker	Child Watch Attendant
Kathryn	Tratar	Guest Services Rep.
Megan	Gillitzer	Child Watch Attendant
Mitchell	Andersen	Recreation Attendant
Kimberly	O'Leary	Guest Services Rep.
Shelly	McNaughton	Guest Services Rep.
Brian	Bohne	Lifeguard
Gary	Williams	Custodian
Caleb	Cregan	Lifeguard

Start dates vary based on position and training schedule.

Please approve the above personnel for the part-time positions at The Rookery Activity Center.

**CITY COUNCIL
AGENDA ITEM 1E**

STAFF ORIGINATOR: Lisa Hogstad-Osterhues, Deputy City Clerk

MEETING DATE: May 9, 2022

TOPIC Consider Resolution No. 22-50, Authorizing issuance of a Special Event Permit to Bill's Superette and Kim Pack of J&K Amusements

VOTE REQUIRED: 3/5

INTRODUCTION

City Code Chapter 615 are the City's regulations regarding special events. The purpose of these regulations is to protect the health, safety and welfare of citizens by regulating time, place and manner of conduct by establishing permit requirements. The City charges a fee of \$50 for a special event permit.

BACKGROUND

The City has received an application from Bill's Superette and Kim Pack of J & K Amusements to allow a food truck vendor on the property periodically between the hours of 11:00 a.m. to 8:00 p.m. serving customers. The special event permit for a food truck is good for 6 months.

The Public Safety Department has reviewed the application and have signed off on the permit to allow the food vendor. Since food service is involved, a condition is being attached to the permit requiring food vendors to receive a food license from the Anoka County Environmental Services and to provide their licensing information to Bill's Superette.

RECOMMENDATION

Bill's Superette's application for a special event permit meets the requirements of the city code and the food truck has not been found to present any safety concerns. Therefore, staff recommends that the council approve Resolution No. 22-50, Authorizing issuance of a Special Event Permit. Final approval is contingent upon final review and sign off by city staff.

ATTACHMENTS

Resolution No. 22-50.

**CITY OF LINO LAKES
RESOLUTION NO. 22-50**

APPROVING A SPECIAL EVENT PERMIT FOR BILL'S SUPERETTE

WHEREAS, Bill's Superette and Kim Pack of J&K Amusements have submitted an application for a special event permit; and

WHEREAS, Bill's Superette wishes to allow a food truck vendor at their business; and

WHEREAS, Kim Pack of J&K Amusements is permitted to operate a food truck 7 days a week from the hours of 11:00 a.m. and 8:00 p.m.; and

WHEREAS, Bill's Superette and Kim Pack of J&K Amusements have submitted a plot plan location map of where the food truck will be located on their property; and

WHEREAS, Kim Pack of J&K Amusements is required to contact the Anoka County Environmental Services at 763-324-4260 for permission to operate in the City.

WHEREAS, Kim Pack of J&K Amusements is required to provide state licensing information as well as Anoka County Environmental Services licensing to Bill's Superette.

WHEREAS, the Public Safety Department requires food vendor to be at least 20 feet from the structure as well as 20 feet away from any pump dispensing flammable materials;

WHEREAS, city staff has reviewed the special event plans and have determined that they meet the requirements of the City's ordinances;

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

That the City Council hereby authorizes the issuance of a Special Event Permit to Bill's Superette and Kim Pack of J&K Amusements to operate a food truck at Bill's Superette, 7 days of the week.

Adopted by the Council of the City of Lino Lakes this 9th day of May, 2022.

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

The following voted against same:

Rob Rafferty, Mayor

ATTEST:

Julianne Bartell, City Clerk

**CITY COUNCIL
AGENDA ITEM 3A**

STAFF ORIGINATOR: Meg Sawyer, Human Resources and Communications Manager
MEETING DATE: May 9, 2022
TOPIC: Consider Appointment of Building Inspector
VOTE REQUIRED: 3/5

INTRODUCTION

The Council is being asked to approve the appointment of Brandon Holmes to the vacant Building Inspector position in the Community Development department.

BACKGROUND

At this time staff has completed the recruitment process, provided a conditional offer, and is recommending the approval of Brandon Holmes for the position.

Holmes has been in the industry since 2013 and currently works for SAFEbuilt as the Plans Examiner.

The hourly rate of pay would be \$33.77, which is starting step of the current 6 step wage schedule.

With the Council's approval, Holmes would start in the position on May 16, 2022.

RECOMMENDATION

Please approve the appointment of Brandon Holmes for the Building Inspector position.

**CITY COUNCIL
AGENDA ITEM 4A**

STAFF ORIGINATOR: John Swenson, Public Safety Director

MEETING DATE: May 9, 2022

TOPIC: Consider 1st Reading of Ordinance No. 01-22, Enacting Ordinance Regulating Possession of Catalytic Converters.

VOTE REQUIRED: 3/5

INTRODUCTION

The City Council is being asked to consider the 1st Reading of Ordinance No. 01-22, Enacting Ordinance 512 Regulating Possession of Catalytic Converters.

BACKGROUND

Title 500 of the Lino Lakes City Code has been amended by adding a new Chapter 512, which establishes a regulation related to possession of catalytic converts that are not attached to a motor vehicle.

Throughout the Twin City Metropolitan area communities have experienced an increase in the number of catalytic converters. This ordinance would provide law enforcement an important tool in our efforts to curb the number of catalytic converters stolen within our community.

Staff has conducted research on potential ordinances that would protect the property of residents as well as balance the legitimate business practices of repair shops and salvage yards.

City Attorney Jay Squires has reviewed the ordinance language and proposed one modification that was incorporated into the proposed ordinance before you for consideration.

Staff is recommending that Council add Ordinance 512 Regulating Possession of Catalytic Converters in the City of Lino Lakes.

RECOMMENDATION

Staff recommends consideration of the 1st Reading of Ordinance No. 512 Regulating Possession of Catalytic Converters in the City of Lino Lakes.

ATTACHMENTS

Ordinance No. 01-22

1 st Reading:	Publication:
2 nd Reading:	Effective:

**CITY OF LINO LAKES
ORDINANCE NO. 01-22**

**AN ORDINANCE AMENDING THE CITY CODE BY ADDING A NEW
CHAPTER 512 ENTITLED POSSESSION OF CATALYTIC CONVERTERS**

The City Council of Lino Lakes ordains as follows:

Section 1. That the Lino Lakes Code of Ordinances be amended by adding thereto a new Chapter 512 to read as follows:

CHAPTER 512. POSSESSION OF CATALYTIC CONVERTERS

512.01. Possession. No person shall be in possession of a catalytic converter that is not attached to a motor vehicle unless the individual can provide verification of legal receipt of the catalytic converter or proof of compliance with the requirements in Minnesota Statutes, Section 325E.21, Subd. 1b as amended from time to time.

Adopted by the Lino Lakes City Council this ____ day of _____ 2022.

The motion for the adoption of the foregoing ordinance 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 4B**

STAFF ORIGINATOR: John Swenson, Public Safety Director

MEETING DATE: May 9, 2022

TOPIC: Convert seized property to city property for city use

VOTE REQUIRED: 3/5

INTRODUCTION

The City of Lino Lakes Ordinance 213.07(1) authorizes the Public Safety Department to appropriate unclaimed property for City use if authorized to do so by a majority vote of the City Council.

BACKGROUND

As part of the continued management of police division property and evidence room, staff identified the below listed equipment for City use.

Case Number	Item Number	Department going to	Item description
21-027428	104-6	PD	Little Giant Ladder
21-027428	120-6	PD	Makita Speaker (SN: 180900160957E)
21-027428	120-18	PD	Makita 18V Charger (SN: 630714J3)
21-027428	120-9	Public Works	Makita reciprocating saw (SN: 336688K)
21-027428	120-7	PD	3 Makita 18 V brushless drills kit (SN: 0159980Y/ 0063572Y/ 1394866Y) Misc. Drill Bits.
21-027428	120-8	PD	Bosch Tool bag 2 Makita Chargers (SN: 630504H4/SN: 630728-2) 2 Makita batteries (No SN), Makita Drill (SN: 0255357Y), Milwaukee 18V impact wrench (No SN)
21-027428	104-7	PD	DEWALT DRILL (SN: 74901) AND TWO BATTERIES (SN: N285499) AND DEWALT CHARGER
21-027428	120-16	Public Works	Makita Angle Grinder (SN: 1366946)
21-027428	120-10	Public Works	Dewalt 12" sliding miter saw Model DWZ780 (SN: 343958201920-49)
21-027428	120-19B	PD	RATCHET STRAPS/LOCK/VOLT CIRCUT TESTER
21-027428	120-1A	PD	Socket set & air compressor tool
21-027428	104-9B	PD	Yellow tool bag w/ misc hand tools & drill bits
21-027428	120-21	Public Works	5 Titan Pump Jacks
21-027428	120-22	Public Works	28' scaffolding
21-027428	120-11	Public Works	Acetylene Torch
21-027428	120-23	Public Works	2 24' scaffolding
21-027428	120-25	Public Works	2 16' scaffolding
21-027428	120-24	Public Works	8 Titan Pump Jacks
21-027428	104-10	Public Works	Chains, Straps, Trailer Hitch, 2 Pry Bars
21-247431	123-1	PD (use of force)	Large JBL Speaker
21-259723	119-3	PD	Crescent Tool Set
20-113473	124-2	PD-K9 USE	Methamphetamine
17-122800	3	PD	Bolt Cutter
17-133129	2	PD-K9 USE	Narcotics
17-112961	3, 4	PD-K9 USE	Narcotics
17-218709	20	PD (Bait Car)	Gillette shaver/trimmer
17-218709	5	PD (Bait Car)	neon baseball hat

21-098254	1A	(City Use)	(Owner never came to claim their item, money found in disposal of item)	1.47
21-003830		(City Use)	MISC CHANGE FOUND IN DISPOSAL OF ITEMS	3.66
21-003830	121-25	(City Use)	Found Property	2.00
21-003830	121-52	(City Use)	Found Property	20.00
21-003830	121-48	(City Use)	Found Property- MISC CHANGE	3.81
21-003830	121-18A	(City Use)	(Owner never came to claim their item, money found in disposal of item)	5.00
21-214366	122-01A	(City Use)	(Owner never came to claim their item, money found in disposal of item)	7.12
18-103506	9C	(City Use)	Owner never came to claim previously forfeited money	759.00
18-103506	21B	(City Use)	Owner never came to claim previously forfeited money	580.00
18-103506	22B	(City Use)	Owner never came to claim previously forfeited money	4.00
18-103506	2C	(City Use)	Owner never came to claim previously forfeited money	612.00

RECOMMENDATION

Authorize the Public Safety Department to convert the above listed property from seized property to city owned property.

ATTACHMENTS

None

RECOMMENDATION

Authorize the Public Safety Department to convert the above listed property from seized property to city owned property.

ATTACHMENTS

None

**CITY COUNCIL
AGENDA ITEM 4C**

STAFF ORIGINATOR: John Swenson, Public Safety Director

MEETING DATE: May 9, 2022

TOPIC: Donation of Seized Property

VOTE REQUIRED: 3/5

INTRODUCTION

The City of Lino Lakes Ordinance 213.07 authorizes the Public Safety Department to dispose of unclaimed property in a manner authorized by a majority vote of the City Council.

BACKGROUND

As part of the continued management of police division property and evidence room, staff identified the below listed bicycles for disposal:

DESCRIPTION	Make	Model	Serial
Orange	Mongoose	Hoop D	ACW10t100867
Blue	Magna	Night vision	98TD09779
Gray	Triton	Baron	BB01J122713
Black and red	Magna	Great divide	99TD196617
Purple	Schwinn	Ranger	IDO5A260
Red child bike			STZ01468
Gray	Magna	Great divide	SL03397556
Pink	Next	Climber	68126788
Blue	Schwinn	Frontier	STZ01468
Black	Giant	Acapulco	GX3W1625
Silver	Trek	820	101540010
Pink	Roadmaster	Sport SX	SNFSD0SMK8737
Red and Black	Ozone	Ultra Shock	3012019
Gray	Mongoose	BMX Bike	SNA0D086844
Blue and Black	Trek	Mountain Bike	101500310
Gray	Trek	T900	WTU181SZ1618
Silver	Vertical	AL6000	38046348
Gray and Black	Trek	820	C40B2252
Pink	Magna	Rate Divide	SL08078959

All related court and investigative matters have been completed. Staff has complied with all statutory obligations to notify all concerned parties and received no communications related to any of these cases or the related property.

To eliminate the expense of destroying any of the bicycles, staff is requesting they be donated to the non-profit organization Bikes for Kids based in Ham Lake, MN. This non-profit organization refurbishes donated bicycles and provides them to kids in need in Anoka County and throughout the world. Click [here](#) to visit their website.

RECOMMENDATION

Authorize the Public Safety Department to donate the listed bicycles to the non-profit Bikes for Kids.

ATTACHMENTS

None

**CITY COUNCIL
AGENDA ITEM 5A**

STAFF ORIGINATOR: Diane Hankee PE, City Engineer

MEETING DATE: May 9, 2022

TOPIC: Consider Resolution No. 22-48, Approving Construction Services Contract, Water Tower No. 2 Rehabilitation Project

VOTE REQUIRED: 3/5

INTRODUCTION

Staff is requesting City Council's consideration to approve a construction services contract for the Water Tower No. 2 Rehabilitation Project.

BACKGROUND

On February 14, 2022, the City Council awarded the construction contract for the Water Tower No. 2 Rehabilitation Project to Classic Protective Coatings, Inc. in the amount of \$1,188,857.80. The project is expected to last approximately 16 weeks and be completed in the fall of 2022.

WSB and Associates and KLM Engineering have submitted a proposal to complete the construction services for the Water Tower No. 2 Rehabilitation Project in the amount of \$127,600.00. Funding for the project is through the Water Operating Fund.

RECOMMENDATION

Staff recommends adoption of Resolution No. 22-48, Approving the Construction Services Contract for the Water Tower No. 2 Rehabilitation Project, in the amount of \$127,600.00.

ATTACHMENTS

1. Resolution No. 22-48
2. WSB & KLM Proposal

**CITY OF LINO LAKES
RESOLUTION NO. 22-48**

**APPROVING THE CONSTRUCTION SERVICES CONTRACT
WATER TOWER NO. 2 REHABILITATION PROJECT**

WHEREAS, pursuant to the City Council awarding a construction contract to Classic Protective Coatings, Inc. in the amount of \$1,188,857.80 on February 14, 2022; and

WHEREAS, WSB and Associates and KLM Engineering has submitted a proposal to complete the construction services for the Water Tower No. 2 Rehabilitation Project in the amount of \$127,600.00; and

WHEREAS, the City Council finds that it would be in the best interests of the city to proceed with the construction oversight and administration,

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lino Lakes, the Mayor and Clerk are hereby authorized and directed to enter into a contract with WSB and Associates and KLM Engineering, in the name of the City of Lino Lakes for the construction services of Water Tower No. 2 Rehabilitation Project.

Adopted by the Council of the City of Lino Lakes this 9th day of May, 2022.

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

April 14, 2022

Mr. Justin Williams
Public Works Superintendent
City of Champlin
600 Town Center Pkwy
Lino Lakes, MN 55014-1182

Re: Proposal for Construction Phase Services
Water Tower Rehabilitation No. 2
City of Lino Lakes, MN

Dear Mr. Williams,

We appreciate the opportunity to submit this letter proposal to the City of Lino Lakes to provide construction administration, full-time construction observation services, and post construction services for the rehabilitation of the City's Water Tower No. 2 Rehabilitation. WSB will provide all construction administration and KLM will work as a subconsultant to WSB and provide the construction observation and a post construction 2-year warranty inspection of the tower.

Construction Services

We will provide the following construction phase services for this project:

- a) Print and distribute construction contracts to Owner and Contractor.
- b) Coordinate and attend a preconstruction meeting with the Contractor.
- c) Provide full-time construction observation and determine if the work is proceeding in general accordance with the Contract Documents and AWWA standards. Inspection time includes full-time construction observation for a duration of 12 weeks. The NACE certified inspector will primarily focus on areas of abrasive blasting, surface preparation, and documentation of environmental (temperature, relative humidity, etc.) to verify that adequate conditions are present for work to proceed.
- d) Provide daily construction administration and correspondence with the Contractor.
- e) Maintain job site files for shop drawings, correspondence, field inspection reports, construction photographs, field orders, change orders, etc.
- f) Review the Contractor's applications for payments with the Engineer.
- g) Coordinate and manage on-site meetings with the City and the Contractor to discuss progress.

- h) Review site and prepare punch lists.

Post Construction Services (2-Year Warranty Inspection)

- a) The work will be specified with a standard 2-year warranty. It is critical to inspect a water tower just prior to the end of the 2-year warranty period because coatings that fail within 2-years will likely continue to fail after the warranty expires. A certified NACE inspector will conduct the warranty inspection to identify defects with the interior wet coatings. The interior dry and exterior coatings will also be inspected. An inspection report will be prepared, and the Contractor will be notified to repair any defects that are identified during the 2-year warranty inspection. Post construction inspection services for repair work are not included in this proposal but can be provided for additional fees if the Contractor is required to make warranty repairs if requested by the City.

Schedule

We will begin the construction phase services immediately after authorization. The proposed schedule includes the following milestone dates:

Task	Dates
Substantial Completion	August 15, 2022
Final Completion	September 12, 2022
Post Construction (Warranty Inspection)	August 15, 2024

Estimated Fees

WSB and KLM will complete the proposed design and bidding services for an hourly, not-to-exceed cost of \$127,544.00. We estimated the following fees for this project based on a 12-week construction period. Actual charges will be based on the time required for each task during the construction phase. Additional services, if requested and approved by the City, will be invoiced on the basis of actual hours spent at current billing rates. All services will be invoiced monthly. The following table and attached spreadsheet provide a breakdown of the estimated task hours and fees.

Task	WSB Fees	KLM Fees	Total Fees
I. Construction Phase Services	\$20,453.00	\$102,798.00	\$123,251.00
II. Post Construction Phase Services	\$1,093.00	\$3,200.00	\$4,293.00
Total Construction and Post Construction Services	\$21,546.00	\$105,998.00	\$127,544.00

This letter represents our understanding of the construction phase and post construction phase services for the Water Tower No. 2 Rehabilitation project. If you are in agreement with the scope of services and proposed fee, please sign in the appropriate space below and return one copy to us.

Mr. Justin Williams
April 14, 2022
Page 3

Sincerely,

WSB



Greg F. Johnson, PE
Director of Water/Wastewater

Cc: Rick DeGardner, City of Lino Lakes
Michael Grochala, City of Lino Lakes
Diane Hankee, WSB

ACCEPTED BY:

City of Lino Lakes, Minnesota

By _____

Its _____

Date _____



Estimate of Hours and Fees
City of Lino Lakes, Minnesota
Water Tower No. 2 Rehabilitation Construction and Post Construction Services

Task Description	Estimated Hours				Cost
	Project Manager	City Engineer	Admin	Total Hours	
	<i>Greg Johnson</i>	<i>Diane Hankee</i>	<i>Karla Pederson</i>		
1 Construction Services					
1.1 Print and distribute Construction Contracts to Owner and Contractor. Coordinate and attend a preconstruction meeting with the Contractor and distribute meeting minutes.			2	2	\$194.00
1.2 Provide daily construction administration and correspondence with the Contractor. Maintain job site files for shop drawings, correspondence, field inspection reports, construction photographs, field orders, change orders, etc.	3	1		4	\$790.00
1.3 Review the Contractor's applications for payments with the Engineer.	66	4	1	71	\$14,381.00
1.4 Attend monthly progress meetings with the City and the Contractor to discuss progress.	0.5		1	1.5	\$200.00
1.5	3	3	3	9	\$1,425.00
1.6	10	2		12	\$2,404.00
1.7	3	2	1	6	\$1,059.00
1.8 KLM Fees					\$102,798.00
Task 3 Total Estimated Hours and Fees	85.5	12	8	105.5	\$123,251.00
2 Post-Construction Services (Two-Year Warranty Inspection)					
2.1 Provide two-year warranty administration and project management.	4	1	1	6	\$1,093.00
2.2 Provide two year warranty inspection and report by KLM.					\$3,200.00
Task 2 Total Estimated Hours and Fees	4	1	1	6	\$4,293.00
Total Estimated Hours for All Tasks	89.5	13	9	111.5	
Average Hourly Billing Rate	\$206	\$172	\$97		
TOTAL PROJECT COST					\$127,544.00

**CITY COUNCIL
AGENDA ITEM 6A**

STAFF ORIGINATOR: Diane Hankee, PE, City Engineer

MEETING DATE: May 9, 2022

TOPIC: Consider Resolution No. 22-47, Authorizing Lakeview Area Storm Drainage Plan

VOTE REQUIRED: 3/5

INTRODUCTION

Staff is requesting City Council's authorization to enter into a professional services agreement with WSB and Associates to prepare a Lakeview Area Storm Drainage Plan.

BACKGROUND

The Lakeview Drainage Area, located on the City's western border with Blaine, is an urban area that drains poorly and does not have a storm sewer system. It is bound by Elm Street, Sunset Avenue, North Road, and Sunrise Drive. This area, which encompasses the Lexington Park and Lakeview neighborhoods, was platted in 1946.

In 1987, the City completed a Comprehensive Storm Drainage Plan for a larger area that has been partially implemented. There is still a larger area in the neighborhood that remains to be addressed. City public works staff annually pumps surface water in certain locations during spring thaw conditions.

The roadways in this neighborhood are planned to be reconstructed in 2027. This area is currently served by private wells and individual onsite septic systems. Due to the limited lot sizes, the City would coordinate the extension of municipal sanitary sewer and water with the roadway and drainage improvements.

As a first step, staff is looking to update the Lakeview Area Storm Drainage Plan to reflect current design requirements, evaluate potential ponding areas, and identify/confirm the preferred storm water routing. The City currently owns two parcels available for stormwater ponding in the area. The City also has open space in Sunrise Park that could be used if necessary.

The City will be evaluating if additional area for stormwater management is required. This information would be used for the 2027 Street Reconstruction project planned in this neighborhood.

WSB and Associates provided a proposal to complete the study in the amount of \$14,400.00. Funding will be provided through the Stormwater Maintenance Fund.

RECOMMENDATION

Staff is recommending approval of Resolution No. 22-47.

ATTACHMENTS

1. Resolution No. 22-47
2. Project Location Map
3. WSB Proposal

CITY OF LINO LAKES

RESOLUTION NO. 22-47

**RESOLUTION AUTHORIZING THE PREPARATION OF THE LAKEVIEW AREA
STORM DRAINAGE PLAN**

WHEREAS, the Lakeview drainage area is bound by Elm Street, Sunset Avenue, North Road, and Sunrise Drive; and

WHEREAS, the Lakeview area is in need of drainage improvements and the City finds that is necessary to evaluate drainage options that meet current design standards; and

WHEREAS, WSB and Associates has submitted a proposal to prepare the drainage study,

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

That the Lakeview Area Storm Drainage Plan is hereby ordered and WSB and Associates is directed to prepare the study in an amount of \$14,400.

Adopted by the Council of the City of Lino Lakes this 9th day of May, 2022.

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:

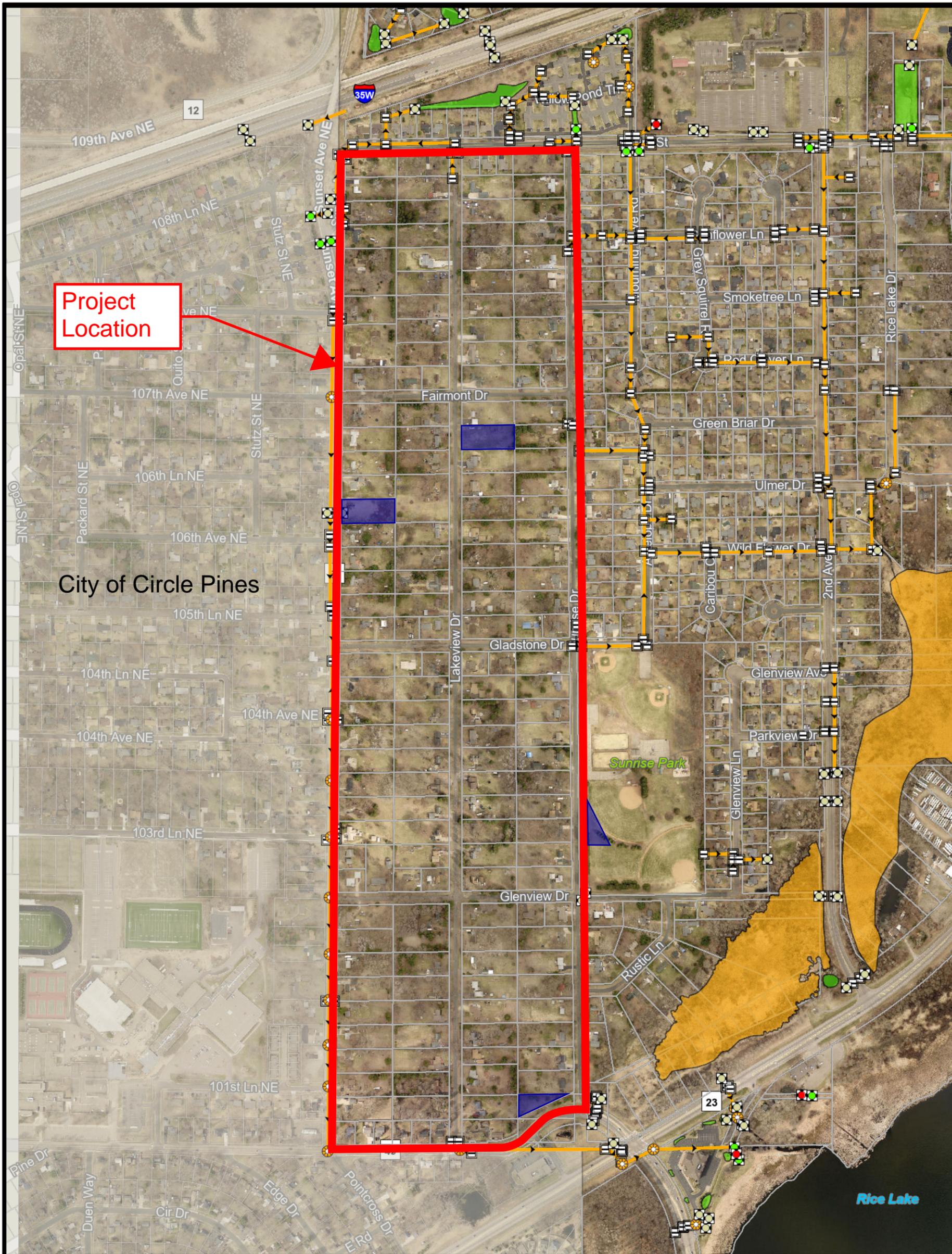
The following voted against same:

Rob Rafferty, Mayor

ATTEST:

Julianne Bartell, City Clerk

Lakeview Drainage Area Study



Project Location

City of Circle Pines

Sunrise Park

Rice Lake

- | | | | |
|--|--|--|----------------------|
| | Standard Outlet (Apons) | | Drain |
| | Outfall | | Other |
| | Conveyance | | Active Gravity Mains |
| | Structural Pollution Prevention Device | | Storm Ponds |
| | Storm Manholes | | Wetlands |
| | Catchbasin | | Parcels |
| | Open Lid Manhole | | City Mask |
| | Standard (Apron) | | City Owned Property |

1 in = 500 Ft



N
 March 30, 2022
 Map Powered By Datafi





April 29, 2022

City of Lino Lakes
Mr. Michael Grochala
600 Town Center Parkway
Lino Lakes, MN 55014

Re: Proposal to Complete a Drainage Plan for the Lakeview Area

Dear Mr. Grochala:

Enclosed for your review and approval is our proposed scope of services, fee, and schedule for providing professional engineering services to complete a drainage study to investigate and review stormwater BMP options and trunk conveyance needs for the Lakeview Area.

SCOPE OF ENGINEERING SERVICES

This work plan consists of a field visit, hydrologic/hydraulic analysis, evaluation of stormwater management BMPs for compliance with RCWD requirements, preparation of drainage study, and coordination with the City. The following are the tasks that will be included as part of this evaluation:

Task 1 – Field Walk

We will complete a field walk to gather information regarding existing drainage patterns and potential BMP locations.

Task 2 – Review of Previous Study

We will review the study completed in 1987 for this drainage area and collect information from the City on the several stubs that have been provided to collect drainage from the Lakeview Area.

Task 3 – Existing Conditions Hydrologic & Hydraulic Model

This task consists of delineating existing conditions drainage patterns, defining the primary outlet points and connections to the existing system, and developing an existing conditions H/H model. We will determine the capacity of the existing storm sewer stubs and estimate the existing road width based on aerial image review.

We will evaluate the capacity of the existing storm sewer stubs assuming that there are no tailwater conditions or downstream constraints that would reduce the pipe capacity.

Deliverables: existing drainage area map, existing conditions Hydrocad H/H model, capacity of existing stubs

Task 4 – Proposed Conditions Hydrologic and Hydraulic Model

This task consists of creating a proposed hydrologic/hydraulic model that incorporates the new impervious from the Road reconstruction project (scheduled for 2027). We will

assume the future pavement section will be 32-feet back-to-back. The analysis will be based on Atlas 14 precipitation depths. We will evaluate options for routing the proposed system based on the capacity of the existing stubs.

We will provide a draft layout of the proposed trunk storm sewer and preliminary sizing of the trunk storm sewer for proposed conditions.

Deliverables: proposed drainage area map with trunk storm sewer layout, proposed conditions H/H model, summary of discharge rates.

Task 5 – Identify BMP Locations/Footprints

The project area is located within RCWD. We will review the RCWD requirements and identify what BMP requirements are needed due to the road reconstruction, increase in impervious surfaces, and to mitigate any discharge rate increases. The City has identified 3 potential parcels within Lakeview and the Sunrise Park for BMPs. It may not be feasible to fully meet RCWD requirements given the depth of the new storm sewer and small size of the parcels. If additional BMP locations need to be identified outside the Lakeview Area limits; we will update this scope and fee.

Deliverables: Summary of BMP sizing requirements, potential BMP locations, footprints and types.

Task 6 – Prepare Draft and Final Drainage Plans

We will prepare a draft report documenting tasks 1-5. We have not included preparation of cost estimates with this analysis. We will submit the draft report for City review and comments.

Task 7 – Meet with City Staff

We will attend 2 meetings with City Staff to present the draft report and to discuss comments from Staff.

We have not included coordination with RCWD at this stage.

TOTAL ESTIMATED FEE

The scope of services outlined in this proposal will be billed hourly, based on our current hourly rates. We are proposing to complete tasks 1-7 for a not-to-exceed fee of \$14,400.00.

TIME SCHEDULE

We propose to start the work for this project upon authorization. We plan to complete the work by July 2022.

If you have any questions about this proposal, please feel free to call me at 612-990-3576.

Sincerely,

WSB & Associates, Inc.

Jake Newhall

Jake Newhall, PE
Principal



Brian Bourassa
Client Representative

ACCEPTANCE:

The City of Lino Lakes hereby accepts the WSB proposal of \$14,400.00 for all services outlined in this letter.

City of Lino Lakes

Name _____

Title _____

Date _____

**CITY COUNCIL
AGENDA ITEM 6B**

STAFF ORIGINATOR: Andy Nelson, Environmental Coordinator

MEETING DATE: May 9, 2022

TOPIC: Consider Approval of Resolution No. 22-49, Proclaiming No Mow May in Lino Lakes

VOTE REQUIRED: 3/5

INTRODUCTION

Staff is requesting the City Council consider proclaiming “No Mow May”, which would permit residents to voluntarily delay lawn care until June by directing staff to not issue correction notices for long grass and weed violations for the month of May.

BACKGROUND

Pollinator species are essential components of ecosystems. Many species of bees, butterflies, flies, beetles, and other pollinators are struggling to survive due to habitat loss, pesticide use, and other factors. We can help these critical species persist by improving their habitat and forage opportunities.

Early spring is a critical foraging time for pollinators. There are few floral resources (pollen and nectar) available in the period before more tree species are in bloom. One way to increase habitat and forage opportunities for pollinators is to let flowers grow in turf grass lawns by simply not mowing in the month of May.

“No Mow May” is a conservation initiative first popularized by Plantlife, a conservation charity in the United Kingdom. Bee City USA, an initiative of the Xerces Society, an international invertebrate conservation organization, has been promoting “No Mow May” with the support of a growing number of cities throughout the country. New Brighton, Edina, Vadnais Heights, Mankato, Rochester, and others have passed resolutions in support of this effort.

The City can support “No Mow May” by directing staff to not issue correction notices associated with Chapter 904 of the City Code for long grass and weed violations for the month of May. Chapter 904, which in part sets a height limit of eight inches for grass and weeds, would then resume in June.

If this resolution is approved, residents who wish to take part in this voluntary program could print a sign to display in their yards to enhance the educational component of this initiative.

RECOMMENDATION

The Environmental Board recommended supporting “No Mow May” at their May 4th, 2022 meeting.

Staff is recommending approval of Resolution No. 22-49.

ATTACHMENTS

1. Resolution No. 22-49

**CITY OF LINO LAKES
RESOLUTION NO. 22-49**

RESOLUTION PROCLAIMING NO MOW MAY IN LINO LAKES

WHEREAS, insects, especially bees, serve a significant and critical role as pollinators of plants including agricultural plants; and

WHEREAS, the ideal pollinator-friendly habitat is one comprised of mostly native wildflowers, grasses, vines, shrubs, and trees blooming in succession throughout the growing season; and

WHEREAS, the formative period for establishment of pollinator and other insect species and the many songbirds and other urban wildlife species that depend upon them occurs in late spring and early summer as they emerge from dormancy and require flowering plants as crucial foraging habitat; and

WHEREAS, “No Mow May” is a community science initiative that encourages property owners to limit lawn mowing practices during the month of May to provide early season foraging resources for pollinators that emerge in the spring, especially in urban landscapes when few floral resources are available; and

WHEREAS, the City of Lino Lakes would like to encourage interested residents to increase pollinator-friendly habitat by encouraging pollinator-friendly lawn care practices on their own properties for the month of May during this formative period; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lino Lakes recognizes No Mow May to actively promote and educate the community about the critical period of pollinator emergence, generation of crucial pollinator-supporting habitat and early spring foraging opportunities.

BE IT FURTHER RESOLVED that the City of Lino Lakes City Council directs staff to not issue correction notices for long grass and weed violations for the month of May, permitting all residents to voluntarily delay lawn care until June, allowing pollinator species to emerge and early flowering grasses and forbs to establish, which may result in ground cover exceeding established ordinance height restrictions.

Adopted by the City Council of the City of Lino Lakes this 9th day of May 2022.

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