

EXPANDED AGENDA



**CITY COUNCIL AGENDA**

**Monday, June 27, 2022**

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**6:30 p.m.**

*(Scheduled to be broadcast on Channel 16)*

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

**COUNCIL WORK SESSION, 6:00 P.M.**

**Council Chambers (not televised)**

1. Review Regular Agenda

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

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

**SPECIAL PRESENTATION**

- *Oath of Police Service* – Police Officer, Shelby Bonczek

**1. CONSENT AGENDA**

- A) Consider Approval of Expenditures for June 27, 2022 (Check No. 116645 through 116724) in the Amount of \$377,265.78
- B) Consider Approval of June 13, 2022 Work Session Minutes
- C) Consider Approval of June 13, 2022 Council Meeting Minutes
- D) Consider Approval of Appointment of Rookery Part-Time Staff

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

**2. FINANCE DEPARTMENT REPORT**

No report

**3. ADMINISTRATION DEPARTMENT REPORT**

No report

EXPANDED AGENDA

**4. PUBLIC SAFETY DEPARTMENT REPORT**

A) Consider Appointment of Police Sergeant, John Swenson

**Action Taken: Motion by Ruhland, seconded by Cavegn, to approve the appointment of Dan Thill to the position of Police Sergeant as recommended, was adopted**

**5. PUBLIC SERVICES DEPARTMENT REPORT**

No report

**6. COMMUNITY DEVELOPMENT REPORT**

A) Consider Approval of Resolution No. 22-46, Approving Payment No. 2 and Final, 2021 Water Service Condition Review, Diane Hankee

**Action Taken: Motion by Lyden, seconded by Stoesz, to approve Resolution No 22-46 as presented, was adopted**

B) Lake Amelia Woods, Michael Grochala

i. Consider Resolution No. 22-18, Approving Final Plat

ii. Consider Resolution No. 22-19, Approving Development Agreement

**Action Taken: Motion by Ruhland, seconded by Cavegn, to approve Resolution No. 22-18 as presented, was adopted**

**Action Taken: Motion by Ruhland, seconded by Cavegn, to approve Resolution No. 22-19 as presented, was adopted**

**7. UNFINISHED BUSINESS**

None

**8. NEW BUSINESS**

None

**Adjournment**

*Following adjournment of the regular meeting, the City Council will reconvene for a closed meeting for the purpose of completing the City Administrator’s performance evaluation.*

<b>Community Calendar – A Look Ahead</b>		
<b>June 27, 2022 through July 11, 2022</b>		
 Wednesday, June 29	6:30 pm, Council Chambers	Environmental Board
 Tuesday, July 5	6:00 pm, Community Room	Council Work Session
 Wednesday, July 6	6:30 pm, Council Chambers	Park Board
 Thursday, July 7	8:00 am, Community Room	EDAC
 Monday, July 11	6:00 pm, Community Room	Council Work Session
 Monday, July 11	6:30 pm, Council Chambers	City Council Meeting



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No report

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No report

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## 5. PUBLIC SERVICES DEPARTMENT REPORT

No report

**6. COMMUNITY DEVELOPMENT REPORT**

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- B) Lake Amelia Woods, Michael Grochala
  - i. Consider Resolution No. 22-18, Approving Final Plat
  - ii. Consider Resolution No. 22-19, Approving Development Agreement

**7. UNFINISHED BUSINESS**

None

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None

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# **Expenditures**

June 27, 2022

Check #116645 to #116724

\$377,265.78

# Accounts Payable

## Check Detail

User: jessica.eller  
Printed: 06/22/2022 - 10:23AM



Check Number	Check Date		Amount
<b>1017 - American Test Center Line Item Account</b>			
116653	06/27/2022		
Inv	2221170		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/07/2022	Annual Safety Inspection #622	101-421-4410-000	1,588.00
Inv 2221170 Total			1,588.00
116653 Total:			1,588.00
<b>1017 - American Test Center Total:</b>			
			1,588.00
<b>1042 - Gerten Greenhouses &amp; Garden Center, Inc. Line Item Account</b>			
116678	06/27/2022		
Inv	613424/6		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/15/2022	Returned potting soil	101-450-4211-000	-72.25
06/15/2022	Planter	101-450-4211-000	294.95
Inv 613424/6 Total			222.70
116678 Total:			222.70
<b>1042 - Gerten Greenhouses &amp; Garden Center, Inc. Total:</b>			
			222.70
<b>1092 - Quadient Finance USA, Inc. Line Item Account</b>			
116708	06/27/2022		
Inv	6/14/2022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/14/2022	Postage Machine Postage	101-432-4322-000	500.00
Inv 6/14/2022 Total			500.00
116708 Total:			500.00
<b>1092 - Quadient Finance USA, Inc. Total:</b>			
			500.00
<b>1095 - Stop Stick, Ltd. Line Item Account</b>			
116712	06/27/2022		

Check Number	Check Date		Amount
Inv	0024762-IN		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/20/2022	12' Stop Stick Kit	101-420-4240-000	575.00
Inv 0024762-IN Total			575.00
116712 Total:			575.00
<b>1095 - Stop Stick, Ltd. Total:</b>			575.00
<b>1104 - Walters Recycling &amp; Refuse Line Item Account</b>			
116720	06/27/2022		
Inv	6190954		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/01/2022	Trash & Recycling - Dumpster	202-451-4384-000	826.81
Inv 6190954 Total			826.81
Inv	6219501		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/10/2022	Trash & Recycling	202-451-4384-000	235.79
Inv 6219501 Total			235.79
Inv	6219587		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/10/2022	Organic Recycling	101-462-4410-000	70.95
06/10/2022	Trash & Recycling	101-432-4384-501	37.54
06/10/2022	Trash & Recycling	101-450-4384-000	161.53
06/10/2022	Trash & Recycling	101-432-4384-500	270.46
06/10/2022	Organic Recycling	101-462-4410-000	67.08
06/10/2022	Trash & Recycling	101-432-4384-503	373.93
06/10/2022	Organic Recycling	101-462-4410-000	105.78
06/10/2022	Trash & Recycling	101-432-4384-502	108.48
06/10/2022	Organic Recycling	101-462-4410-000	83.85
Inv 6219587 Total			1,279.60
116720 Total:			2,342.20
<b>1104 - Walters Recycling &amp; Refuse Total:</b>			2,342.20
<b>115 - Centennial Utilities Line Item Account</b>			
116660	06/27/2022		
Inv	May 2022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/31/2022	Natural Gas	101-450-4383-000	49.29
05/31/2022	Natural Gas	101-432-4383-503	1,361.26
05/31/2022	Natural Gas	602-495-4383-000	20.01
05/31/2022	Natural Gas	101-450-4383-000	20.01

Check Number	Check Date		Amount
05/31/2022	Natural Gas	202-451-4383-000	1,839.80
05/31/2022	Natural Gas	101-450-4383-000	81.88
Inv May 2022 Total			3,372.25
116660 Total:			3,372.25
<b>115 - Centennial Utilities Total:</b>			3,372.25
<b>121 - CenturyLink Line Item Account 101-432-4321-503</b>			
116661	06/27/2022		
Inv	6517843659805		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/10/2022	Phone & Internet Services	101-432-4321-503	60.07
Inv 6517843659805 Total			60.07
Inv	7637846219687		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/10/2022	Pool Emergency Phone Services	202-451-4321-000	68.90
Inv 7637846219687 Total			68.90
Inv	7637869015785		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/10/2022	Phone & Internet Services	202-451-4321-000	63.42
Inv 7637869015785 Total			63.42
116661 Total:			192.39
<b>121 - CenturyLink Total:</b>			192.39
<b>1214 - Greystone Construction Line Item Account</b>			
116682	06/27/2022		
Inv	29537		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2022	Salt shed inspection/maintenance	101-430-4410-000	650.00
Inv 29537 Total			650.00
116682 Total:			650.00
<b>1214 - Greystone Construction Total:</b>			650.00
<b>122 - CES Imaging Line Item Account 101-432-4410-503</b>			
116662	06/27/2022		

Check Number	Check Date		Amount
Inv	INV140729		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/06/2022	June Plotter/Scanner Maintenance	101-432-4410-503	80.00
Inv	INV140729 Total		80.00
116662 Total:			80.00
<b>122 - CES Imaging Total:</b>			80.00
<b>1261 - Dell Marketing LP Line Item Account</b>			
116669	06/27/2022		
Inv	10588670994		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/02/2022	Monitors, keyboard & mouse - Comm. Intern	403-402-4240-000	274.07
Inv	10588670994 Total		274.07
116669 Total:			274.07
<b>1261 - Dell Marketing LP Total:</b>			274.07
<b>1282 - Court Surfaces &amp; Repair Line Item Account</b>			
116666	06/27/2022		
Inv	061022-17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2022	Color coat basketball court - Pheasant Hills Park	101-450-4410-000	4,850.00
06/13/2022	Color coat basketball court - Clearwater Creek Park	101-450-4410-000	4,550.00
06/13/2022	Color coat basketball court - Behms Park	101-450-4410-000	4,950.00
06/13/2022	Color coat basketball court - Arena Acres Park	101-450-4410-000	4,200.00
Inv	061022-17 Total		18,550.00
116666 Total:			18,550.00
<b>1282 - Court Surfaces &amp; Repair Total:</b>			18,550.00
<b>14 - AFSCME Council #5 Line Item Account 101-000-2040-000</b>			
116645	06/10/2022		
Inv			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/08/2022	PR Batch 00002.06.2022 Union Dues AFSCME	101-000-2040-000	430.08
Inv	Total		430.08
116645 Total:			430.08

Check Number	Check Date		Amount
<b>14 - AFSCME Council #5 Total:</b>			430.08
<b>1447 - Wheeler Hardware Company Line Item Account</b>			
116721	06/27/2022		
Inv	SPI130970		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/14/2022	Cut master key	101-432-4300-503	140.00
Inv SPI130970 Total			140.00
116721 Total:			140.00
<b>1447 - Wheeler Hardware Company Total:</b>			140.00
<b>1450 - Occupational Health Centers of MN, P.C. Line Item Account</b>			
116705	06/27/2022		
Inv	103584768		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/03/2022	New Hire Testing	101-402-4300-000	135.00
Inv 103584768 Total			135.00
116705 Total:			135.00
<b>1450 - Occupational Health Centers of MN, P.C. Total:</b>			135.00
<b>1493 - Erickson, Marsha Line Item Account</b>			
116674	06/27/2022		
Inv	4032		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/20/2022	Lino Lakes Special Edition Summer 2022 Newsletter	101-401-4343-000	800.00
Inv 4032 Total			800.00
116674 Total:			800.00
<b>1493 - Erickson, Marsha Total:</b>			800.00
<b>1556 - Bituminous Roadways, Inc. Line Item Account</b>			
116657	06/27/2022		
Inv	019862-000-1		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/17/2022	2022 Parking Lot Improvement	202-451-4410-301	45,073.52
Inv 019862-000-1 Total			45,073.52

116657 Total:	45,073.52
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<b>1556 - Bituminous Roadways, Inc. Total:</b>	45,073.52
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**16 - Aid Electric Corporation Line Item Account**

116651            06/27/2022

Inv    69942

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/08/2022	Wire heater in sauna	202-451-4300-301	488.00

Inv 69942 Total	488.00
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Inv    69943

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/08/2022	Wire sign	202-451-4300-301	1,162.03

Inv 69943 Total	1,162.03
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Inv    69944

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/08/2022	Wire pump for water feature	202-451-4300-301	1,253.96

Inv 69944 Total	1,253.96
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Inv    69945

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/08/2022	Replace ballasts in office	101-432-4300-500	242.15

Inv 69945 Total	242.15
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Inv    69946

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/08/2022	Order key for switch for sauna	202-451-4300-301	135.67

Inv 69946 Total	135.67
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116651 Total:	3,281.81
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<b>16 - Aid Electric Corporation Total:</b>	3,281.81
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**1635 - Dusty's Drain Cleaning Line Item Account**

116672            06/27/2022

Inv    12348

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/05/2022	Main inspection - 6687 Blue Heron	602-495-4300-000	575.00

Inv 12348 Total	575.00
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Check Number	Check Date		Amount
116672	Total:		575.00
<b>1635 - Dusty's Drain Cleaning Total:</b>			575.00
<b>167 - Dalco, Inc. Line Item Account</b>			
116667	06/27/2022		
Inv	3942286		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2022	Returned Nifty nabber bag	202-451-4211-301	-77.54
Inv 3942286	Total		-77.54
Inv	3943546		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/03/2022	Can liners, toilet & face tissue, paper towel & urinal screens	101-432-4211-000	1,686.01
Inv 3943546	Total		1,686.01
Inv	3945881		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/09/2022	Disinfectant	202-451-4211-000	110.22
Inv 3945881	Total		110.22
116667	Total:		1,718.69
<b>167 - Dalco, Inc. Total:</b>			1,718.69
<b>1677 - MNSPECT, LLC Line Item Account</b>			
116702	06/27/2022		
Inv	8986		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/01/2022	Field Inspections	101-422-4410-000	4,080.00
Inv 8986	Total		4,080.00
116702	Total:		4,080.00
<b>1677 - MNSPECT, LLC Total:</b>			4,080.00
<b>1722 - Minnesota Fire Service Certification Board Line Item Account</b>			
116701	06/27/2022		
Inv	10225		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/08/2022	Fire Apparatus Operator Exam - N. Clausen & M. Tembreull	101-421-4300-000	290.00
Inv 10225	Total		290.00

Check Number	Check Date		Amount
116701	Total:		290.00
<b>1722 - Minnesota Fire Service Certification Board Total:</b>			290.00
<b>1746 - SCR Line Item Account</b>			
116710	06/27/2022		
Inv	W76017		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/26/2022	Replaced power supply on pool unit	202-451-4300-301	1,113.09
Inv W76017	Total		1,113.09
116710	Total:		1,113.09
<b>1746 - SCR Total:</b>			1,113.09
<b>1749 - Huebsch Services Line Item Account</b>			
116686	06/27/2022		
Inv	20057138		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/31/2022	Shop towels	101-431-4211-000	167.00
05/31/2022	Mats	101-432-4410-502	121.76
05/31/2022	Mats	101-432-4410-503	618.88
05/31/2022	Mats	202-451-4410-000	620.96
05/31/2022	Mats	101-432-4410-501	221.72
Inv 20057138	Total		1,750.32
116686	Total:		1,750.32
<b>1749 - Huebsch Services Total:</b>			1,750.32
<b>1762 - LEAST Services/Counseling, LLC Line Item Account</b>			
116694	06/27/2022		
Inv	1053		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/06/2022	Counseling Services	101-420-4300-000	460.00
Inv 1053	Total		460.00
116694	Total:		460.00
<b>1762 - LEAST Services/Counseling, LLC Total:</b>			460.00
<b>1815 - CivicPlus Line Item Account</b>			

Check Number	Check Date		Amount
116663	06/27/2022		
Inv 227185			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2022	CivicEngage Annual Fee, Training & Consulting - Final	202-451-4300-301	31,519.99
Inv 227185 Total			31,519.99
116663 Total:			31,519.99
<b>1815 - CivicPlus Total:</b>			31,519.99
<b>1849 - Indigo Signs Line Item Account</b>			
116688	06/27/2022		
Inv 90992			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/31/2022	Provide & install "The Rookery Activity Center" sign - Final	202-451-4240-301	9,060.29
Inv 90992 Total			9,060.29
116688 Total:			9,060.29
<b>1849 - Indigo Signs Total:</b>			9,060.29
<b>1853 - Lamey, Lisa Line Item Account</b>			
116693	06/27/2022		
Inv 5/21/2022			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/21/2022	Toys for Child Watch area	202-451-4240-301	475.14
Inv 5/21/2022 Total			475.14
116693 Total:			475.14
<b>1853 - Lamey, Lisa Total:</b>			475.14
<b>1875 - Omann Brothers, Inc. Line Item Account</b>			
116706	06/27/2022		
Inv 15973			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/06/2022	Asphalt	101-430-4224-000	279.00
Inv 15973 Total			279.00
Inv 15986			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/07/2022	Asphalt	101-430-4224-000	281.79
Inv 15986 Total			281.79

Check Number	Check Date		Amount
Inv 15998			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/08/2022	Asphalt	101-430-4224-000	419.43
Inv 15998 Total			419.43
Inv 16010			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/09/2022	Asphalt	101-430-4224-000	420.36
Inv 16010 Total			420.36
116706 Total:			1,400.58
<b>1875 - Omann Brothers, Inc. Total:</b>			1,400.58
<b>1880 - Gill ID Systems Line Item Account</b>			
116679	06/27/2022		
Inv 58515			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/25/2022	Custom key tag (5,000)	202-451-4200-000	1,030.00
Inv 58515 Total			1,030.00
116679 Total:			1,030.00
<b>1880 - Gill ID Systems Total:</b>			1,030.00
<b>1883 - CleanRiver Recycling Solutions Line Item Account</b>			
116664	06/27/2022		
Inv S22050153			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/27/2022	Garbage/recycling bins	101-432-4211-000	3,450.00
Inv S22050153 Total			3,450.00
116664 Total:			3,450.00
<b>1883 - CleanRiver Recycling Solutions Total:</b>			3,450.00
<b>1886 - C&amp;C Courts INC/Sport Court North Line Item Account</b>			
116659	06/27/2022		
Inv 2022-060			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/29/2022	(2) Pickleball courts on existing wood floor	202-451-4240-301	4,685.19

Check Number	Check Date		Amount
Inv 2022-060 Total			4,685.19
			<hr/>
116659 Total:			4,685.19
			<hr/>
<b>1886 - C&amp;C Courts INC/Sport Court North Total:</b>			4,685.19
<b>1887 - Home Depot USA, Inc Line Item Account</b>			
116685	06/27/2022		
Inv	2022-00862		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/16/2022	Voided permit	101-000-3250-000	63.20
Inv 2022-00862 Total			63.20
			<hr/>
116685 Total:			63.20
			<hr/>
<b>1887 - Home Depot USA, Inc Total:</b>			63.20
<b>1888 - Adolph Kiefer &amp; Associates LLC Line Item Account</b>			
116649	06/27/2022		
Inv	INV001170937		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/13/2022	Pool safety supplies	202-451-4240-301	2,191.06
Inv INV001170937 Total			2,191.06
Inv	INV001171205		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/13/2022	Pool signs	202-451-4240-301	809.50
Inv INV001171205 Total			809.50
Inv	INV001175476		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2022	Pool measurement stick	202-451-4240-301	135.94
Inv INV001175476 Total			135.94
Inv	INV001182299		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/04/2022	Life vests, mask, rope spool, clamp & hooks	202-451-4240-301	1,117.32
Inv INV001182299 Total			1,117.32
Inv	INV001207735		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/07/2022	Pool safety supplies	202-451-4240-301	550.95
Inv INV001207735 Total			550.95

116649 Total:	4,804.77
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<b>1888 - Adolph Kiefer &amp; Associates LLC Total:</b>	4,804.77
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**1889 - Jeff Ellis & Associates, Inc. Line Item Account**

116690                      06/27/2022

Inv    20108260

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/31/2022	Swimming teaching package & annual fee	202-451-4452-000	394.00

Inv 20108260 Total	394.00
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116690 Total:	394.00
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<b>1889 - Jeff Ellis &amp; Associates, Inc. Total:</b>	394.00
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**1890 - Dem-Con Companies, LLC Line Item Account**

116670                      06/27/2022

Inv    11235

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/31/2022	Waste disposal	602-495-4300-000	109.30
05/31/2022	Waste disposal	601-494-4300-000	109.29

Inv 11235 Total	218.59
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116670 Total:	218.59
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<b>1890 - Dem-Con Companies, LLC Total:</b>	218.59
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**1891 - The Pin Center Line Item Account**

116715                      06/27/2022

Inv    0622005

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/01/2022	Logo Pins	101-401-4900-000	745.00

Inv 0622005 Total	745.00
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116715 Total:	745.00
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<b>1891 - The Pin Center Total:</b>	745.00
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**192 - Emergency Apparatus Maintenance Line Item Account**

116673                      06/27/2022

Inv    123384

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
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Check Number	Check Date		Amount
05/23/2022	Repair A/C condenser fan mounting #621	101-431-4410-000	583.07
Inv 123384	Total		583.07
Inv 123472			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/06/2022	Repairs to outriggers, pump panel & boom #622	101-431-4410-000	6,875.85
Inv 123472	Total		6,875.85
116673	Total:		7,458.92
<b>192 - Emergency Apparatus Maintenance Total:</b>			7,458.92
<b>2 - 1st Choice Document Destruction Line Item Account</b>			
116648	06/27/2022		
Inv 22-2333			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/18/2022	3100 lbs recycled cardboard & paper	101-462-4410-000	840.00
Inv 22-2333	Total		840.00
116648	Total:		840.00
<b>2 - 1st Choice Document Destruction Total:</b>			840.00
<b>216 - First Advantage Occ. Line Item Account</b>			
116675	06/27/2022		
Inv 2506102205			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/31/2022	Annual Enrollment - T. Paulno	101-402-4300-000	35.30
Inv 2506102205	Total		35.30
116675	Total:		35.30
<b>216 - First Advantage Occ. Total:</b>			35.30
<b>225 - Frattallone's/Circle Pines Ace Line Item Account</b>			
116676	06/27/2022		
Inv G49324/G			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/15/2022	Garden spade	101-461-4240-000	32.99
Inv G49324/G	Total		32.99
116676	Total:		32.99

<b>225 - Frattallone's/Circle Pines Ace Total:</b>	32.99
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**227 - Freimuth Enterprises, LLC Line Item Account**

116677            06/27/2022

Inv    April 2022

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2022	April 2022 Recycling Saturday - 30,513 lbs	101-462-4410-000	375.00

Inv April 2022 Total	375.00
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Inv    Feb 2022

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2022	Feb 2022 Recycling Saturday - 9,744 lbs	101-462-4410-000	375.00

Inv Feb 2022 Total	375.00
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Inv    Jan 2022

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2022	Jan 2022 Recycling Saturday - 10,237 lbs	101-462-4410-000	375.00

Inv Jan 2022 Total	375.00
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Inv    March 2022

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2022	March 2022 Recycling Saturday - 11,799 lbs	101-462-4410-000	375.00

Inv March 2022 Total	375.00
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Inv    May 2022

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2022	May 2022 Recycling Saturday - 36,612 lbs	101-462-4410-000	375.00

Inv May 2022 Total	375.00
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116677 Total:	1,875.00
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<b>227 - Freimuth Enterprises, LLC Total:</b>	1,875.00
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**244 - Gopher State One-Call Line Item Account**

116680            06/27/2022

Inv    2050540

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/31/2022	May Tickets	601-494-4410-000	818.10

Inv 2050540 Total	818.10
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116680 Total:	818.10
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Check Number	Check Date		Amount
<b>244 - Gopher State One-Call Total:</b>			818.10
<b>249 - Grainger Line Item Account</b>			
116681	06/27/2022		
Inv	9275532613		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/11/2022	Cash depository safe	202-451-4200-301	1,036.08
Inv 9275532613 Total			1,036.08
Inv	9275632611		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/11/2022	Cabinet, mat, sign frame, wall clock & key ring	202-451-4200-301	1,271.76
Inv 9275632611 Total			1,271.76
116681 Total:			2,307.84
<b>249 - Grainger Total:</b>			2,307.84
<b>25 - American Legal Publishing Corp Line Item Account</b>			
116652	06/27/2022		
Inv	17425		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/08/2022	Internet Renewal Period 7/7/2022 - 7/7/2023	101-402-4410-000	375.00
Inv 17425 Total			375.00
116652 Total:			375.00
<b>25 - American Legal Publishing Corp Total:</b>			375.00
<b>271 - Hawkins, Inc. Line Item Account</b>			
116683	06/27/2022		
Inv	6206887		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/09/2022	Pool chemical supplies	202-451-4211-000	42.64
Inv 6206887 Total			42.64
Inv	6207896		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/09/2022	Chlorine & LPC-5	601-494-4222-000	6,990.15
Inv 6207896 Total			6,990.15
Inv	6210794		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
06/15/2022	Chlorine Cylinders	601-494-4222-000	130.00
Inv 6210794 Total			130.00
116683 Total:			7,162.79
<b>271 - Hawkins, Inc. Total:</b>			7,162.79
<b>288 - Hoffman, Michael Line Item Account</b>			
116684	06/27/2022		
Inv 6/12/2022			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/12/2022	Sunscreen (5)	101-450-4211-000	34.90
Inv 6/12/2022 Total			34.90
116684 Total:			34.90
<b>288 - Hoffman, Michael Total:</b>			34.90
<b>306 - Image Printing &amp; Graphics, Inc Line Item Account</b>			
116687	06/27/2022		
Inv 161602			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2022	Stakes for Rookery advertising signs	202-451-4900-000	80.00
Inv 161602 Total			80.00
Inv 161645			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/03/2022	Lino Lakes PD Night to Unite flyers	101-420-4214-000	116.20
Inv 161645 Total			116.20
Inv 161685			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/10/2022	Firefighter Recruiting Brochure	101-421-4200-000	252.50
Inv 161685 Total			252.50
Inv 161689			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/10/2022	Parking signs & stakes	202-451-4211-301	105.09
Inv 161689 Total			105.09
116687 Total:			553.79

Check Number	Check Date		Amount
<b>306 - Image Printing &amp; Graphics, Inc Total:</b>			553.79
<b>311 - Instrumental Research, Inc. Line Item Account</b>			
116689	06/27/2022		
Inv	4111		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/07/2022	May Water Testing	601-494-4410-000	217.00
Inv 4111 Total			217.00
116689 Total:			217.00
<b>311 - Instrumental Research, Inc. Total:</b>			217.00
<b>312 - International Union Line Item Account 101-000-2040-000</b>			
116646	06/10/2022		
Inv			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/08/2022	PR Batch 00002.06.2022 Union Dues 49ers	101-000-2040-000	595.00
Inv Total			595.00
116646 Total:			595.00
<b>312 - International Union Total:</b>			595.00
<b>365 - Law Enforcement Labor Services Line Item Account 101-000-2040-000</b>			
116647	06/10/2022		
Inv			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/08/2022	PR Batch 00002.06.2022 Union Dues LELS	101-000-2040-000	1,495.00
Inv Total			1,495.00
116647 Total:			1,495.00
<b>365 - Law Enforcement Labor Services Total:</b>			1,495.00
<b>394 - Macqueen Equipment, Inc. Line Item Account</b>			
116695	06/27/2022		
Inv	P02149		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/12/2022	Returned firefighting boots	101-421-4370-000	-487.96
Inv P02149 Total			-487.96

Check Number	Check Date		Amount
Inv	P02607		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/03/2022	FDNY hooks for 2004 Spartan Fire Engine	301-499-5000-000	581.63
Inv P02607 Total			581.63
116695 Total:			93.67
<b>394 - Macqueen Equipment, Inc. Total:</b>			93.67
<b>399 - Mansfield Oil Company Line Item Account 101-431-4212-000</b>			
116696	06/27/2022		
Inv	23337749		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/10/2022	Diesel - 1,100 gallons	101-431-4212-000	5,627.51
Inv 23337749 Total			5,627.51
Inv	23337818		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/10/2022	Gasoline - 2,201 gallons	101-431-4212-000	9,866.27
Inv 23337818 Total			9,866.27
116696 Total:			15,493.78
<b>399 - Mansfield Oil Company Total:</b>			15,493.78
<b>418 - Menards - Forest Lake Line Item Account</b>			
116697	06/27/2022		
Inv	86061		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/07/2022	Distilled water for sampling screws for MXU installs	601-494-4211-000	52.32
Inv 86061 Total			52.32
Inv	86602		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/15/2022	Child care fence repair	202-451-4211-000	157.96
Inv 86602 Total			157.96
116697 Total:			210.28
<b>418 - Menards - Forest Lake Total:</b>			210.28
<b>42 - Anoka County Property Records &amp; Taxation Line Item Account</b>			

Check Number	Check Date		Amount
116655	06/27/2022		
Inv	22-26088		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/12/2022	Easement Encroachment Agreements	101-000-2081-000	92.00
Inv 22-26088 Total			92.00
Inv	22-26825		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2022	Easement Encroachment Agreements	101-000-2081-000	92.00
Inv 22-26825 Total			92.00
Inv	22-26828		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2022	Easement Encroachment Agreement	101-000-2081-000	46.00
Inv 22-26828 Total			46.00
Inv	22-28546		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/31/2022	Easement Encroachment Agreements	101-000-2081-000	138.00
Inv 22-28546 Total			138.00
116655 Total:			368.00
<b>42 - Anoka County Property Records &amp; Taxation Total:</b>			368.00
<b>420 - Met Council Environmental Services (SAC) Line Item Account</b>			
116698	06/27/2022		
Inv	5/31/2022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/31/2022	May 2022 SAC	101-000-3414-000	-1,118.25
05/31/2022	May 2022 SAC	101-000-2120-000	111,825.00
Inv 5/31/2022 Total			110,706.75
116698 Total:			110,706.75
<b>420 - Met Council Environmental Services (SAC) Total:</b>			110,706.75
<b>421 - Metro Sales Incorporated Line Item Account</b>			
116699	06/27/2022		
Inv	INV2063127		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/10/2022	Copier Maintenance Contract Ricoh/MP 4055SP Copier	101-420-4410-000	36.00
Inv INV2063127 Total			36.00

Inv INV2063131

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/10/2022	Copier Maintenance Contract Ricoh/IM C2500 Color Copier	101-432-4410-503	259.83

Inv INV2063131 Total 259.83

Inv INV2063132

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/10/2022	Copier Maintenance Contract Ricoh/IM C6000 Color Copier	101-432-4410-503	429.75

Inv INV2063132 Total 429.75

116699 Total: 725.58

**421 - Metro Sales Incorporated Total:** 725.58

**429 - Midwest Landscapes, Inc. Line Item Account**

116700 06/27/2022

Inv 994

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/31/2022	Spring Tree Installation - 3 Trees	801-000-2332-105	1,236.00
05/31/2022	Spring Tree Installation - 1 Tree	801-000-2333-105	471.00
05/31/2022	Spring Tree Installation - 5 Trees	801-000-2359-105	2,355.00
05/31/2022	Spring Tree Installation - 20 Trees	801-000-2338-105	9,406.00
05/31/2022	Spring Tree Installation - 10 Trees	801-000-2302-105	4,611.00
05/31/2022	Spring Tree Installation - 3 Trees	101-463-4410-000	1,423.00
05/31/2022	Spring Tree Installation - 1 Tree	801-000-2357-105	447.00
05/31/2022	Spring Tree Installation - 2 Trees	801-000-2348-105	894.00
05/31/2022	Spring Tree Installation - 2 Trees	801-000-2316-105	824.00

Inv 994 Total 21,667.00

116700 Total: 21,667.00

**429 - Midwest Landscapes, Inc. Total:** 21,667.00

**477 - NAC Mechanical & Electrical Line Item Account**

116703 06/27/2022

Inv 198700

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/29/2022	Repaired condensing unit 1	202-451-4300-301	1,465.66

Inv 198700 Total 1,465.66

Inv 198802

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/01/2022	Annual RPZ Maintenance	601-494-4300-000	2,170.00

Inv 198802 Total 2,170.00

Check Number	Check Date		Amount
Inv	199008		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/06/2022	Supply fan repair	202-451-4300-301	544.00
Inv 199008 Total			544.00
Inv	199036		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/07/2022	AC repair	101-432-4300-501	5,170.22
Inv 199036 Total			5,170.22
116703 Total:			9,349.88
<b>477 - NAC Mechanical &amp; Electrical Total:</b>			9,349.88
<b>500 - Nystrom Publishing Company Line Item Account</b>			
116704	06/27/2022		
Inv	45551		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2022	Fire Department Postcard	101-421-4340-000	500.00
06/13/2022	Fire Department Postcard	101-421-4200-000	671.10
06/13/2022	Fire Department Postcard	101-421-4322-000	1,333.37
Inv 45551 Total			2,504.47
Inv	45552		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2022	Lino Lakes Special Edition Summer 2022 Newsletter	101-401-4343-000	6,717.62
Inv 45552 Total			6,717.62
116704 Total:			9,222.09
<b>500 - Nystrom Publishing Company Total:</b>			9,222.09
<b>54 - Aspen Mills, Inc. Line Item Account</b>			
116656	06/27/2022		
Inv	294893		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/03/2022	Uniform Allowance - M. Carlson	101-420-4370-000	109.60
Inv 294893 Total			109.60
Inv	294900		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/03/2022	Uniform Allowance - A. Halverson	101-420-4370-000	76.97

Check Number	Check Date		Amount
Inv 294900 Total			76.97
Inv 294905			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/03/2022	Uniform Allowance - B. Strub	101-420-4370-000	148.85
Inv 294905 Total			148.85
Inv 294908			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/03/2022	Police Explorers Nametag	101-420-4213-000	8.85
Inv 294908 Total			8.85
116656 Total:			344.27
<b>54 - Aspen Mills, Inc. Total:</b>			344.27
<b>551 - Premium Waters, Inc. Line Item Account 101-432-4410-500</b>			
116707	06/27/2022		
Inv 608417-05-22			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/31/2022	Kandiyohi water	101-432-4410-500	83.94
Inv 608417-05-22 Total			83.94
116707 Total:			83.94
<b>551 - Premium Waters, Inc. Total:</b>			83.94
<b>588 - Safety-Kleen Systems, Inc. Line Item Account</b>			
116709	06/27/2022		
Inv CN14906483			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/04/2022	Solvent	101-431-4211-000	50.42
Inv CN14906483 Total			50.42
116709 Total:			50.42
<b>588 - Safety-Kleen Systems, Inc. Total:</b>			50.42
<b>634 - Staples Business Credit Line Item Account</b>			
116711	06/27/2022		
Inv 1642259445			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/25/2022	Toner, paper, packing tape, receipt book & headphones	101-420-4200-000	388.80

Inv 1642259445 Total	388.80
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116711 Total:	388.80
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<b>634 - Staples Business Credit Total:</b>	388.80
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**656 - TDS Metrocom MN Line Item Account**

116714	06/27/2022	
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Inv	651-464-1150
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2022	Phone Services	601-494-4321-000	39.02
06/13/2022	Phone Services	101-432-4321-000	196.66

Inv 651-464-1150 Total	235.68
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116714 Total:	235.68
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<b>656 - TDS Metrocom MN Total:</b>	235.68
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**679 - Turfwerks/Davis Equipment Corp Line Item Account**

116716	06/27/2022	
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Inv	EI15915
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/02/2022	Replacement blade spindles #409	101-431-4221-000	243.70

Inv EI15915 Total	243.70
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116716 Total:	243.70
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<b>679 - Turfwerks/Davis Equipment Corp Total:</b>	243.70
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**687 - U.S. Bank Visa Line Item Account**

116717	06/27/2022	
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Inv	6/6/2022
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/06/2022	CaseGuard/Monthly subscription to BWC redaction software	101-420-4410-000	399.00
06/06/2022	Beisswengers/Generator	601-494-4240-000	617.14
06/06/2022	Home Depot/Safety glasses, granite cleaner, hooks, batteries	202-451-4211-301	124.39
06/06/2022	Amazon/Wireless keyboard & coat rack	101-420-4240-000	48.74
06/06/2022	Amazon/Docking station - Comm Intern	403-402-4240-000	102.38
06/06/2022	Amazon/Marking wand (2)	601-494-4211-000	117.79
06/06/2022	Meta/Rookery Facebook ads	202-451-4900-000	50.96
06/06/2022	Jimmy Johns/Lunch - M. Rosewood	202-451-4330-000	22.72
06/06/2022	Beisswengers/Generator	602-495-4240-000	617.15
06/06/2022	Kaplan/Tables for child care area	202-451-4240-301	649.68
06/06/2022	Amazon/Self inking stamps	202-451-4200-000	19.94
06/06/2022	Amazon/Filter for Dept. shop vac	101-420-4211-000	17.99
06/06/2022	Primary Products Co./PPE gloves for patrol	101-420-4211-000	544.00

Check Number	Check Date		Amount
06/06/2022	Home Depot/Returned hardware for bench plaque	101-450-4211-000	-10.82
06/06/2022	Grand View Lodge/Lodging - S. Cotton	101-402-4330-000	154.80
06/06/2022	Image Printing & Graphics/May UB statements	602-495-4322-000	302.93
06/06/2022	NAPA/NAPA gold fuel filter for Tender 11	101-431-4410-000	66.41
06/06/2022	Target/Supplies for Night to Unite roundtable meeting	101-420-4214-000	13.85
06/06/2022	Target/Binders & velcro hooks for aquatics program	202-451-4200-603	55.10
06/06/2022	MNCPA/CPE Webinar - H. Lynch	101-407-4330-000	89.00
06/06/2022	Amazon/Locker room signs (3)	202-451-4211-301	79.17
06/06/2022	Amazon/Binder dividers	202-451-4200-301	5.99
06/06/2022	Amazon/Uniform Allowance - C. Boehme	101-420-4370-000	14.99
06/06/2022	Starbucks/Breakfast - M. Rosewood	202-451-4330-000	13.09
06/06/2022	Aspen Mills/Uniform Allowance - J. Swenson	101-420-4370-000	253.70
06/06/2022	Amazon/Tape & batteries	101-432-4200-000	56.14
06/06/2022	Bill's Superette/20 gallons of non-oxy gas	101-431-4212-000	95.76
06/06/2022	DataWorks/Scanner membrane	101-420-4211-000	290.00
06/06/2022	Fleet Farm/Sawzall blades & misc. batteries	101-430-4211-000	130.51
06/06/2022	WheniWork/Added 5 employees	202-451-4310-000	5.81
06/06/2022	Canva/Monthly subscription	202-451-4452-000	12.99
06/06/2022	Amazon/Cisco wall mount kit IP	101-432-4200-000	64.70
06/06/2022	Amazon/Wireless network adapter	101-432-4200-000	17.99
06/06/2022	Target/Child proof locks & baby gate	202-451-4211-301	115.45
06/06/2022	Adobe/Subscription for external redaction software	101-420-4200-000	33.73
06/06/2022	Office Depot/Rookery signs outside City Hall & Rookery	202-451-4340-000	89.11
06/06/2022	Fleet Farm/Replacement chain for hydraulic auger	101-431-4221-000	47.93
06/06/2022	Amazon/Pager system	202-451-4211-301	29.99
06/06/2022	Amazon/Keychain coil for keycards	101-432-4200-000	6.99
06/06/2022	Zoro/Grease gun	101-431-4240-000	89.80
06/06/2022	Home Depot/Hardware for bench plaque	101-450-4211-000	12.10
06/06/2022	Home Depot/Shims & toggle bolts	202-451-4211-000	16.81
06/06/2022	Amazon/Tactical flashlight	601-494-4211-000	37.80
06/06/2022	Amazon/iPad chargers for elections	101-403-4200-000	41.97
06/06/2022	MNPCA/Sewer license renewal - L. Chapman	602-495-4452-000	23.49
06/06/2022	Rehbeins Black Dirt/Black dirt - 16 yds	101-450-4211-000	240.00
06/06/2022	Starbucks/Breakfast - M. Rosewood	202-451-4330-000	15.35
06/06/2022	Amazon/Pen holders (2)	202-451-4211-301	17.98
06/06/2022	Discount Tire/Mount & balance 4 new tires #505	101-431-4300-000	88.00
06/06/2022	Amazon/File organizer (2)	202-451-4200-301	43.68
06/06/2022	Lerrburg Online University/Tuition - K. Mobraaten	211-420-4330-000	65.00
06/06/2022	Walmart/City Hall Employee Appreciation luncheon	101-401-4900-000	104.30
06/06/2022	Want a Lift Rental/Rookery lift for maintenance	202-451-4415-301	445.00
06/06/2022	IAPE/Tuition - T. Schaaf	101-420-4330-000	395.00
06/06/2022	Tri-Star/Plenumwrap	202-451-4211-301	424.18
06/06/2022	Amazon/Chromebook for Rookery breakroom/check-in	202-451-4240-301	130.90
06/06/2022	IAPE/Tuition - C. Boehme	101-420-4330-000	395.00
06/06/2022	Orbitz/Lodging - M. Rosewood	202-451-4330-000	570.40
06/06/2022	Image Printing & Graphics/May UB statements	601-494-4322-000	302.93
06/06/2022	PRI Group/Tuition - J. Crowe & W. Owens	101-420-4330-000	318.00
06/06/2022	Target/Coffee & supplies for Rookery opening day	202-451-4200-000	41.74
06/06/2022	Image Printing & Graphics/May UB statements	602-495-4410-000	106.11
06/06/2022	Amazon/Mayor name badge	101-432-4200-000	7.95
06/06/2022	WheniWork/Monthly subscription fee	202-451-4310-000	140.00
06/06/2022	Home Depot/Rust remover & scrub brush	202-451-4211-301	70.77
06/06/2022	Home Depot/Hardware for bench plaque	101-450-4211-000	3.84
06/06/2022	Home Depot/Returned rug but was refunded for fridge in error	202-451-4211-301	-732.36
06/06/2022	Amazon/Label tape	101-432-4200-000	13.49
06/06/2022	Lyft/Transportation from airport to hotel - M. Rosewood	202-451-4330-000	79.89
06/06/2022	Amazon/Wireless mouse	601-494-4200-000	19.99
06/06/2022	Amazon/Goo Gone	101-432-4200-000	7.22

Check Number	Check Date		Amount
06/06/2022	Home Depot/Returned hooks	202-451-4211-301	-15.98
06/06/2022	MNCPA/CPE Webinar - H. Lynch	101-407-4330-000	129.00
06/06/2022	Home Depot/Knee pads, batteries & glass	202-451-4211-301	47.81
06/06/2022	Office Depot/Lamination for pool signs	202-451-4340-301	288.25
06/06/2022	Subway/Supplies for Night to Unite roundtable meeting	101-420-4214-000	91.18
06/06/2022	Shutterstock/Stock photos monthly license fee	204-499-4452-000	29.00
06/06/2022	Home Depot/Hardware, cleanout covers, tape, brushes & screws	202-451-4211-000	169.51
06/06/2022	WheniWork/Added 10 employees	202-451-4310-000	40.00
06/06/2022	KaTom/Coffee brewer	202-451-4200-301	1,558.96
06/06/2022	Orbitz/Airfare - M. Rosewood	202-451-4330-000	407.19
06/06/2022	Image Printing & Graphics/May UB statements	601-494-4410-000	106.10
06/06/2022	Amazon/Gym sign	202-451-4211-301	39.49
06/06/2022	Amazon/Keyboards (2) & mouse	101-420-4240-000	64.97
06/06/2022	Amazon/Office supplies & aquatic safety items	202-451-4200-301	776.30
06/06/2022	Meta/Rookery Facebook ads	202-451-4900-000	50.00
06/06/2022	Amazon/Name plate holder & space heater	101-432-4200-000	46.97
06/06/2022	Panera Bread/Lunch - M. Rosewood	202-451-4330-000	18.89
06/06/2022	Blinds.com/Blinds	202-451-4200-000	703.76
06/06/2022	Providence Engraving/Name badges - Mayor & Administrator	101-432-4200-000	15.49
06/06/2022	Fleet Farm/Slow moving vehicle signs	101-430-4223-000	43.96
06/06/2022	Amazon/Measuring wheel	601-494-4211-000	50.98
06/06/2022	McMahon Enterprises/C20 cutter bracket & pump bracket	101-421-4211-000	191.85
06/06/2022	Calibre Press/Tuition - G. Carlson	101-420-4330-000	359.00
06/06/2022	MN DVS/Car tabs & plate for unmarked squads	101-431-4300-000	74.31
06/06/2022	Home Depot/Tap screws & bits	202-451-4211-301	50.48
06/06/2022	Amazon/Wireless mouse	602-495-4200-000	20.00
06/06/2022	U.S. CAD/Bluebeam license - B. Holmes	101-422-4300-000	382.00
06/06/2022	FedEx/Shipping for loaner water analyzer	601-494-4300-000	115.06
06/06/2022	Jones & Bartlett/Textbook - D. Sadowski	101-421-4330-000	123.43
06/06/2022	Caribou Coffee/Coffee for EDAC meeting	101-418-4200-000	17.13
06/06/2022	Amazon/Blinds, window clings, hooks & cord covers	202-451-4200-000	490.32
06/06/2022	MAPET/Subscription fees - C. Boehme & T. Schaaf	101-420-4452-000	72.45
06/06/2022	Home Depot/Moving boxes & maintenance supplies	101-432-4211-503	97.30
06/06/2022	ICMA/ICMA Membership -S. Cotton	101-402-4452-000	1,197.00
06/06/2022	Amazon/Flash drives	101-420-4200-000	79.20
06/06/2022	Amazon/Keyboard & mouse wrist rest pads (3)	202-451-4200-301	29.97
06/06/2022	Image Printing & Graphics/May UB statements	603-496-4322-000	302.94
06/06/2022	Don's Circle Service/Wheel swap on UTV	101-431-4300-000	143.00
06/06/2022	Imprint/Rookery yard signs	202-451-4900-000	324.00
06/06/2022	Image Printing & Graphics/May UB statements	603-496-4410-000	106.11
06/06/2022	Amazon/Leadership book	101-402-4330-000	16.65
06/06/2022	WheniWork/Added 5 employees	202-451-4310-000	40.00
06/06/2022	Amazon/Charge to be reimbursed	101-000-3730-000	14.99
06/06/2022	Business Essentials/Can liners	101-450-4211-000	384.33
06/06/2022	Amazon/Fire & Emergency Services Instructor manual for training	101-421-4330-000	78.03
06/06/2022	Home Depot/Rust remover, hooks, putty knife, storage organizer	202-451-4211-301	134.86
06/06/2022	MFSCB/Refund for duplicate charge	101-421-4300-000	-25.00
06/06/2022	Home Depot/Paint & rollers	101-432-4211-503	32.03
06/06/2022	Evident/Evidence bags	101-420-4211-000	279.73
06/06/2022	Lyft/Transportation from hotel to airport - M. Rosewood	202-451-4330-000	77.71
06/06/2022	LTG Power Equipment/Gas	101-421-4211-000	119.80
06/06/2022	U.S. Bank/Rebate	101-000-3730-000	-1,894.31
06/06/2022	Wristband Specialty/Wristbands for pool	202-451-4200-000	205.52
06/06/2022	Chewy/Argos food	211-420-4211-000	52.06
06/06/2022	Uber Eats/Dinner - M. Rosewood	202-451-4330-000	22.80
06/06/2022	Blackhawk Tactical/Uniform Allowance - W. Owens	101-420-4370-000	142.42
06/06/2022	Amazon/USB cables	101-420-4240-000	18.74
06/06/2022	Home Depot/Misc. tools	202-451-4240-000	143.33

Check Number	Check Date		Amount
06/06/2022	Caribou Coffee/Coffee for EDAC meeting	101-418-4200-000	17.13
06/06/2022	Dog Waste Depot/Dog waste bags & can liners for dog station	101-450-4211-000	1,082.23
06/06/2022	WheniWork/Added 5 employees	202-451-4310-000	5.81
06/06/2022	Starbucks/Breakfast - M. Rosewood	202-451-4330-000	10.95
06/06/2022	Target/Command strips for evidence room	101-420-4200-000	8.12
06/06/2022	Amazon/Locker room signs (2)	202-451-4211-301	56.05
Inv 6/6/2022 Total			18,764.88
116717 Total:			18,764.88
<b>687 - U.S. Bank Visa Total:</b>			18,764.88
<b>693 - Upper Cut Tree Service Line Item Account</b>			
116718	06/27/2022		
Inv	5328		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/14/2022	Remove multiple trees around storm drain	603-496-4410-000	2,000.00
Inv 5328 Total			2,000.00
116718 Total:			2,000.00
<b>693 - Upper Cut Tree Service Total:</b>			2,000.00
<b>695 - UPS/United Parcel Service Line Item Account</b>			
116719	06/27/2022		
Inv	0000A91R28232		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/04/2022	Postage	101-420-4322-000	16.85
Inv 0000A91R28232 Total			16.85
Inv	0000A91R28242		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/11/2022	Postage	101-420-4322-000	42.80
Inv 0000A91R28242 Total			42.80
116719 Total:			59.65
<b>695 - UPS/United Parcel Service Total:</b>			59.65
<b>729 - Winnick Supply, Inc. Line Item Account</b>			
116722	06/27/2022		
Inv	449121		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/28/2022	Rebuild kits for toilets & urinals	101-432-4211-000	255.66

Check Number	Check Date		Amount
Inv 449121	Total		255.66
Inv	455398		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/04/2022	Tubing for gate valve keys	601-494-4211-000	56.66
Inv 455398	Total		56.66
116722	Total:		312.32
<b>729 - Winnick Supply, Inc. Total:</b>			312.32
<b>734 - Xcel Energy Line Item Account</b>			
116723	06/27/2022		
Inv	June 2022-1		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/15/2022	Electric	101-430-4385-000	4,412.57
Inv June 2022-1	Total		4,412.57
116723	Total:		4,412.57
<b>734 - Xcel Energy Total:</b>			4,412.57
<b>737 - Xtreme Custom Apparel &amp; Promotions Line Item Account</b>			
116724	06/27/2022		
Inv	185704		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/23/2022	Rookery apparel	202-451-4370-000	414.00
Inv 185704	Total		414.00
116724	Total:		414.00
<b>737 - Xtreme Custom Apparel &amp; Promotions Total:</b>			414.00
<b>757 - Jimmy's Johnnys Line Item Account 101-450-4410-000</b>			
116692	06/27/2022		
Inv	MP202739		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/02/2022	Toilet Rental - City Hall Park	101-450-4410-000	65.00
Inv MP202739	Total		65.00
Inv	MP202740		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
06/02/2022	Toilet Rental - Marshan Park	101-450-4410-000	65.00
Inv MP202740 Total			65.00
Inv MP202741			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/02/2022	Toilet Rental - Sunrise Park	101-450-4410-000	130.00
Inv MP202741 Total			130.00
Inv MP202742			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/02/2022	Toilet Rental - Birch Park	101-450-4410-000	65.00
Inv MP202742 Total			65.00
Inv MP202743			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/02/2022	Toilet Rental - Clearwater Creek Park	101-450-4410-000	65.00
Inv MP202743 Total			65.00
Inv MP202744			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/02/2022	Toilet Rental - Lino Park	101-450-4410-000	65.00
Inv MP202744 Total			65.00
Inv MP202745			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/02/2022	Toilet Rental - Behm's Park	101-450-4410-000	65.00
Inv MP202745 Total			65.00
Inv MP202746			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/02/2022	Toilet Rental - Highland Meadows Park	101-450-4410-000	65.00
Inv MP202746 Total			65.00
Inv MP202747			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/02/2022	Toilet Rental - Sunset Oaks Park	101-450-4410-000	65.00
Inv MP202747 Total			65.00
Inv MP202748			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/02/2022	Toilet Rental - Tower Park	101-450-4410-000	65.00
Inv MP202748 Total			65.00

Check Number	Check Date		Amount
116692 Total:			715.00
<b>757 - Jimmy's Johnnys Total:</b>			715.00
<b>761 - Comcast Line Item Account 101-432-4321-502</b>			
116665	06/27/2022		
Inv	0163083		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/05/2022	Phone & Internet Services	601-494-4321-000	115.66
Inv 0163083 Total			115.66
116665 Total:			115.66
<b>761 - Comcast Total:</b>			115.66
<b>800 - Advanced Graphix Inc. Line Item Account</b>			
116650	06/27/2022		
Inv	209358		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2022	Remove graphics #611	101-431-4410-000	255.00
Inv 209358 Total			255.00
116650 Total:			255.00
<b>800 - Advanced Graphix Inc. Total:</b>			255.00
<b>873 - Ancom Communications Line Item Account</b>			
116654	06/27/2022		
Inv	108316		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/26/2022	Charger adapters for Apex radios	101-421-4211-000	239.56
Inv 108316 Total			239.56
116654 Total:			239.56
<b>873 - Ancom Communications Total:</b>			239.56
<b>93 - Braun Intertec Line Item Account</b>			
116658	06/27/2022		
Inv	B297694		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/10/2022	Lino Lakes 2022 Street Rehabilitation - MnDOT Materials Testing	421-499-4300-142	8,634.00

Check Number	Check Date		Amount
Inv B297694	Total		8,634.00
			<hr/>
116658	Total:		8,634.00
			<hr/>
<b>93 - Braun Intertec</b>	<b>Total:</b>		8,634.00
<b>954 - Davids Hydro Vac, Inc. Line Item Account</b>			
116668	06/27/2022		
Inv	220019973		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/06/2022	Excavation services at lift stations	602-495-4300-000	2,070.00
Inv	220019973	Total	2,070.00
			<hr/>
116668	Total:		2,070.00
			<hr/>
<b>954 - Davids Hydro Vac, Inc. Total:</b>			2,070.00
<b>UB*00113 - JERRARD, JACOB Line Item Account</b>			
116691	06/27/2022		
Inv			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/08/2022	Refund Check 019982-000, 2059 BALSAM WAY	601-000-2020-000	103.57
Inv	Total		103.57
			<hr/>
116691	Total:		103.57
			<hr/>
<b>UB*00113 - JERRARD, JACOB Total:</b>			103.57
<b>UB*00116 - DRILLING, LLOYD K &amp; LINDA K Line Item Account</b>			
116671	06/27/2022		
Inv			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/08/2022	Refund Check 022478-000, 7185 MOUND TRL	603-000-2020-000	48.00
Inv	Total		48.00
			<hr/>
116671	Total:		48.00
			<hr/>
<b>UB*00116 - DRILLING, LLOYD K &amp; LINDA K Total:</b>			48.00
<b>UB*00117 - SWARD, IAN Line Item Account</b>			
116713	06/27/2022		
Inv			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
06/08/2022	Refund Check 015517-000, 7619	PALOMINO LN	2.38
06/08/2022	Refund Check 015517-000, 7619	PALOMINO LN	9.78
06/08/2022	Refund Check 015517-000, 7619	PALOMINO LN	11.73
06/08/2022	Refund Check 015517-000, 7619	PALOMINO LN	15.52
06/08/2022	Refund Check 015517-000, 7619	PALOMINO LN	55.82
Inv Total			95.23
116713 Total:			95.23
<b>UB*00117 - SWARD, IAN Total:</b>			95.23
Total:			377,265.78



Electronic Funds Transfer  
MN Statute 471.38 Subd. 3

### Council Meeting June 27, 2022

Transfer In/(Out)

6/8/2022 Transfer from FRB Money Market	2,000,000.00
6/10/2022 Payroll #12	(181,400.86)
6/10/2022 Payroll #12 Federal Deposit	(52,083.18)
6/10/2022 Payroll #12 PERA	(51,976.46)
6/10/2022 Payroll #12 State	(11,593.19)
6/10/2022 Payroll #12 Child Support	(856.06)
6/10/2022 Payroll #12 H.S.A. Bank Pretax	(4,119.40)
6/10/2022 Payroll #12 TASC Pretax	(867.27)
6/10/2022 Payroll #12 ICMA 457 Def. Comp #301596	(4,045.00)
6/10/2022 Payroll #12 ICMA Roth IRA #706155	(905.75)
6/10/2022 Payroll #12 MSRS HCSP #98946-01	(1,978.32)
6/10/2022 Payroll #12 MSRS Def. Comp #98945-01	(3,957.00)
6/10/2022 Payroll #12 MSRS Roth IRA #98945-01	(834.00)
6/15/2022 Building Permit Surcharge	(2,627.64)
6/15/2022 Sales & Use Tax	(3,270.00)

**CITY COUNCIL WORK SESSION**

**DRAFT**

**CITY OF LINO LAKES  
MINUTES**

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**DATE** : June 13, 2022  
**TIME STARTED** : 6:00 p.m.  
**TIME ENDED** : 6:20 p.m.  
**MEMBERS PRESENT** : Councilmember Stoesz, Cavegn and Mayor Rafferty  
**MEMBERS ABSENT** : Councilmember Lyden, Ruhland

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

**1. Review Regular Agenda**

*Oath of Fire Service* – Mayor Rafferty confirmed that these firefighters are members of the new duty crew.

**2A) 2021 Audit Report** – Finance Director Lynch indicated that she will present a brief overview and is requesting the council’s acceptance of the audit report.

**3A) Public Safety Administrative Assistant Appointment** – Human Resources and Communications Manager Sawyer noted that the recommended candidate would be moving from a current position in the Police Department. Staff is working to fill the vacated position as well.

**3B) Human Resources Assistant Appointment** – Human Resources and Communications Manager Sawyer noted the process that brings forwarded an individual who is recommended for appointment.

**6A) Tital Wave Auto Spa, Otter Crossing 2<sup>nd</sup> Addition** – City Planner Larsen recalled that the council reviewed and discussed this proposed development at their last work session. Photos have been requested but not yet received.

**6B) Otter Lake Animal Care Center** – City Planner Larsen recalled the work session review of this request to amend a conditional use permit to allow expansion of the animal care center.

The meeting was adjourned at 6:20 p.m.

These minutes were considered and approved at a regular Council meeting on June 27, 2022.

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

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

**COUNCIL MINUTES**

**DRAFT**

**LINO LAKES CITY COUNCIL  
REGULAR MEETING  
MINUTES**

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**DATE** : **June 13, 2022**  
**TIME STARTED** : **6:30 p.m.**  
**TIME ENDED** : **7:10 p.m.**  
**MEMBERS PRESENT** : **Councilmember Stoesz, Ruhland (part), Cavegn and Mayor Rafferty**  
**MEMBERS ABSENT** : **Councilmember Lyden**

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

**PUBLIC COMMENT**

There were no public comments.

**SETTING THE AGENDA**

The agenda was approved as presented.

**SPECIAL PRESENTATION**

*Oath of Fire Service* — Firefighters McLaughlin, Opem, Potzmann

**CONSENT AGENDA**

Councilmember Cavegn moved to approve the Consent Agenda, Items 1A through 1H as presented. Councilmember Stoesz seconded the motion. Motion carried on a voice vote. (Absent – Ruhland, Lyden)

**ITEM** **ACTION**

**Consideration of Expenditures:**

- |    |   |          |
|----|---|----------|
| A) | Consider Approval of Expenditures for June 13, 2022 (Check No. 116519 through 116644) in the Amount of \$2,266,497.05 | Approved |
| B) | Consider Approval of May 23, 2022 Council Work Session Minutes  | Approved |
| C) | Consider Approval of May 23, 2022 Council Minutes   | Approved |
| D) | Consider Approval of Appointment of Rookery Part-Time Staff   | Approved |
| E) | Consider Adopting the 2022 Rookery Activity Center Budget   | Approved |
| F) | Consider Approval of Resolution 22-66, Approving the Renewal of Liquor, Wine and Beer Licenses                        | Approved |

**COUNCIL MINUTES**

**DRAFT**

39 G) Consider Approval of Resolution 22-67, Approving Tobacco  
40 License Renewals Approved

41 H) Consider Approval of Resolution 22-68, Approving Massage  
42 License Renewals Approved

43 **FINANCE DEPARTMENT REPORT**

44 **2A) Consider Accepting the 2021 Annual Audit Report** –Finance Director Lynch reviewed the  
45 written staff report outlining the city’s audit process and the resulting report which was reviewed in  
46 more detail with the council at their last work session. Staff is recommending that the council  
47 formally accept the audit report.

48  
49 Mayor Rafferty remarked that the City has done a good job for many years in the area of finance; it  
50 is a tribute to the City’s finance staff that the prestigious accounting award is again available. He  
51 also noted the City’s bond rating as another fruit of the City’s financial diligence.

52 Councilmember Cavegn moved to accept the audit report as presented. Councilmember Stoesz  
53 seconded the motion. Motion carried on a voice vote.

54 **ADMINISTRATION DEPARTMENT REPORT**

55 **3A) Consider Appointment of Public Safety Administrative Assistant** – Human Resources and  
56 Communications Manager Sawyer reviewed the written staff report outlining the process and  
57 recommendation to appoint Jessica Crowe to the position. Ms. Crowe is a current employee in the  
58 Public Safety Department and has good experience.

59 Councilmember Cavegn moved to approve the appointment of Jessica Crowe as recommended.  
60 Councilmember Ruhland seconded the motion. Motion carried on a voice vote.

61 **3B) Consider Appointment of Human Resources Assistant** - Human Resources and  
62 Communications Manager Sawyer reviewed the written staff report outlining the process and  
63 recommendation to appoint Wendy Petersen to the position. She noted the recommended level of pay.

64 Councilmember Cavegn moved to approve the appointment of Wendy Petersen as recommended.  
65 Councilmember Ruhland seconded the motion. Motion carried on a voice vote.

66 **PUBLIC SERVICES DEPARTMENT REPORT**

67 There was no report from the Public Safety Department.

68 **PUBLIC SERVICES DEPARTMENT REPORT**

69 There was no report from the Public Services Department.

70 **COMMUNITY DEVELOPMENT REPORT**

71 **6A) Consider Approval of Otter Crossing 2nd Addition and Tidal Wave Auto Spa –**  
72 **i. Consider Resolution No. 22-55 Approving Preliminary Plat; ii. Consider Resolution No. 22-56**  
73 **Approving Conditional Use Permit; iii. Consider Resolution No. 22-57 Approving Site**  
74 **Improvement Performance Agreement** – City Planner Larsen reviewed a PowerPoint presentation  
75 that included information on the following:

- 76 - Land Use Application – preliminary plat and conditional use permit;

## COUNCIL MINUTES

### DRAFT

- 77 - Site Location and Aerial Map;
- 78 - Preliminary Plat Review – Lot 1 and Lot 2 (Lot 1 is car wash – Lot 2 would be vacant); private
- 79 street extension is included;
- 80 - Site Plan for Car Wash – elements and revisions required;
- 81 - Architectural Review;
- 82 - Stormwater Management Review;
- 83 - Landscape Plan Review;
- 84 - Agency and Staff Comments – County (none); Public Safety (hydrant); Environmental Board
- 85 (reviewed);
- 86 - Agreements Required;
- 87 - Findings of Facts, as included in resolutions;
- 88 - Planning and Zoning Board – recommendation noted.
- 89

90 Councilmember Stoesz asked if there is a snow storage plan. Ms. Larsen noted that there is no  
91 dedicated site for snow storage but if there is not room they would have to remove it from the site.

92  
93 Councilmember Ruhland asked if there is any concern about additional vehicle back up. Ms. Larsen  
94 explained ordinance requirements (12 spaces) and that staff did build into the CUP that waiting  
95 vehicles cannot stage on nearby streets.

96 Mayor Rafferty noted the steel construction and concern about rust or erosion in this climate. Ms.  
97 Larsen indicated how that possibility will be handled.

98 Councilmember Ruhland moved to approve Resolution No. 22-55, Resolution No. 22-56 and  
99 Resolution No. 22-57 as presented. Councilmember Cavegn seconded the motion. Motion carried  
100 on a voice vote.

101 **6A) Consider Approval of Otter Lake Animal Care Center: i. Consider Resolution No. 22-58,**  
102 **Approving Conditional Use Permit; ii. Consider Resolution No. 22-59 Approving Site**  
103 **Improvement Performance Agreement** – City Planner Larsen reviewed a PowerPoint presentation  
104 that included information on the following:

- 105 - Land Use Application – Conditional use permit;
- 106 - Site Location Map;
- 107 - History of CUP (1986, 1996 and 2019); 2019 plans were not implemented within 1 year so
- 108 they have to reapply;
- 109 - Existing Site Conditions;
- 110 - Site Plan – proposed improvements;
- 111 - Exterior Materials;
- 112 - Stormwater Management;
- 113 - Landscape Plan;
- 114 - Comments – impervious surface, wetlands, floodplain (none), public safety;

**COUNCIL MINUTES**

**DRAFT**

- 115 - Environmental Board and Planning and Zoning Board review;
- 116 - Findings of Fact - included in the resolutions.

117 Dr. Scanlon, owner, noted that his business is expanding quickly with the number of people coming to  
118 the area. This is a needed addition and will include the addition of staff.

119 Councilmember Cavegn moved to approve Resolution No. 22-58 and Resolution No. 22-59 as  
120 presented. Councilmember Ruhland seconded the motion. Motion carried on a voice vote.

121 **UNFINISHED BUSINESS**

122 There was no Unfinished Business.

123  
124 **NEW BUSINESS**

125 There was no New Business.

126  
127 **COMMUNITY EVENTS**

128 There were no events announced.

129 **COMMUNITY CALENDAR**

<i>Community Calendar – A Look Ahead</i>		
<b>June 13, 2022 through June 27, 2022</b>		
✚ Monday, June 27	6:00 pm, Community Room	Council Work Session
✚ Monday, June 27	6:30 pm, Council Chambers	City Council Meeting

134  
135 **ADJOURN**

136  
137 There being no further business, Councilmember Cavegn moved to adjourn at 7:10 p.m.  
138 Councilmember Stoesz seconded the motion. Motion carried on a voice vote.

139  
140 These minutes were considered and approved at the regular Council Meeting on June 27, 2022.

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Julianne Bartell, City Clerk

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Rob Rafferty, Mayor

**CITY COUNCIL  
AGENDA ITEM 1D**

STAFF ORIGINATOR: Meg Sawyer, HR and Communications Manager

MEETING DATE: June 27, 2022

TOPIC: Consider Approval of Appointment of Rookery Part-Time Staff

VOTE REQUIRED: 3/5

**INTRODUCTION**

The Council is being asked to consider approval of the appointment 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.

At this time, staff recommends the Council approve the hiring of the part-time personnel listed below:

Alexis	Ready	Lifeguard
Julia	Zalewski	Lifeguard
Jaden	Manthey	Lifeguard
Teresa	Danzl Pierson	Aqua Fitness Instructor
Timothy	Henderson	Lifeguard
Timothy	Ball	Lifeguard
Emma	Dos Santos	Swim Instructor
Bradley	Mouser	Lifeguard
Austin	Brang	Lifeguard
Maesa	Stegeman	Lifeguard

Start dates vary based on position and training schedule.

**RECOMMENDATION**

Approve the appointment of the personnel above for part-time positions at The Rookery Activity Center.

**CITY COUNCIL  
AGENDA ITEM 4A**

STAFF ORIGINATOR: John Swenson, Public Safety Director

MEETING DATE: June 27, 2022

TOPIC: Appointment of Police Sergeant

VOTE REQUIRED: 3/5

**INTRODUCTION**

The Council is being asked to approve the appointment of Dan Thill for the vacant Police Sergeant position in the Public Safety Department.

**BACKGROUND**

Police Sergeant Melissa Christensen resigned, effective April 16, 2022, creating a vacancy in one of our Sergeant positions. At this time, staff has completed an internal recruitment process and is recommending the approval of Mr. Dan Thill for the Police Sergeant position.

Mr. Thill holds a Bachelor's degree in Criminal Justice and has been with the Lino Lakes Police Department for over fourteen years. Mr. Thill currently works as a Police Officer and has performed in additional roles within the department such as investigator, Police Explorer Advisor, Police Training Officer, Firearms Instructor, and cross-trained as firefighter. Thill also previously served as a School Resource Officer.

The hourly rate of pay would be \$45.26, which is step 4 of the union wage schedule. The union wage schedule has nine steps. With the Council's approval, Mr. Thill would start in the position of Police Sergeant on July 3, 2022.

**RECOMMENDATION**

Approve the appointment of Dan Thill for the Police Sergeant position.

**CITY COUNCIL  
AGENDA ITEM 6A**

STAFF ORIGINATOR: Diane Hankee, City Engineer

MEETING DATE: June 27, 2022

TOPIC: Consider Resolution No. 22-46, Approving Payment No. 2 and Final, 2021 Water Service Condition Review

VOTE REQUIRED: 3/5

**INTRODUCTION**

Staff is requesting council consideration to finalize the 2021 Water Service Condition Review Project.

**BACKGROUND**

On September 13, 2021, the City Council accepted the quote for the 2021 Water Service Condition Review from T.A. Schifsky & Sons, Inc. in the amount of \$58,800.00. The project included replacing eight (8) service saddles on Hawthorn Road, West Shadow Lake Drive (south of Birch Street), River Birch Place, and Ironwood Circle as a way of identifying problem areas ahead for the 2022 Street Rehabilitation Project. Construction of the project began in October 2021.

The project was successfully completed with a final contract amount of \$49,728.60. In December of 2021, the City of Lino Lakes paid \$47,242.17 to T.A. Schifsky & Sons, Inc., but retained \$2,486.43 (5% of the invoice) to ensure that the site restoration was completed and acceptable. Staff now recommends releasing the retainage. Funding the project is through the City's Water Operating Fund.

**RECOMMENDATION**

Staff recommends adoption of Resolution No. 22-46, Approving Payment No. 2 and Final, 2021 Water Service Condition Review in the amount of \$2,486.43 to T.A. Schifsky & Sons, Inc.

**ATTACHMENTS**

1. Resolution No. 22-46
2. Pay Voucher No. 2 - Final

**CITY OF LINO LAKES  
RESOLUTION NO. 22-46**

**APPROVING PAYMENT NO. 2 AND FINAL FOR THE 2021 WATER SERVICE  
CONDITION REVIEW**

**WHEREAS**, on September 13, 2021, the City Council passed resolution 21-97, awarding the contract for the 2021 Water Service Condition Review to T.A. Schifsky & Sons, Inc. in the amount of \$58,800.00;

**WHEREAS**, a complete summary of costs are detailed in Payment No. 2 (Final) for the 2021 Water Service Condition Review and can be found on file at the offices of the City of Lino Lakes;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Lino Lakes that Payment Request No. 2 (Final) is approved for a final contract amount of \$49,728.60.

Adopted by the Council of the City of Lino Lakes this 27<sup>th</sup> day of June, 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

<b>Client:</b> City of Lino Lakes 600 Town Center Parkway Lino Lakes, MN 55014-1182	<b>Contractor:</b> T. A. Schifsky & Sons, Inc. 2370 East Hwy. 36 North St. Paul, MN 55109
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<b>WSB Project No.:</b> 018678-000
<b>Client Project No.:</b>
<b>State Project No.:</b>
<b>Federal Project No.:</b>

Contract Amount		Funds Encumbered	
Original Contract	\$58,800.00	Original	\$58,800.00
Contract Changes	\$0.00	Additional	N/A
Revised Contract	\$58,800.00	Total	\$58,800.00

Work Certified To Date	
Base Bid Items	\$49,728.60
Contract Changes	\$0.00
Material On Hand	\$0.00
Total	\$49,728.60

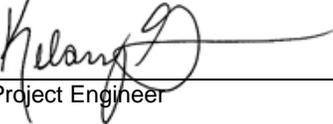
Work Certified This Voucher	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Voucher	Total Amount Paid To Date
\$0.00	\$49,728.60	\$0.00	\$47,242.17	\$2,486.43	\$49,728.60
Percent Retained: 0%			Percent Complete: 84.57%		

**FINAL PAY VOUCHER**

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, and pursuant to, the terms of the Contract is as shown in this Final Voucher.

Approved By WSB

Approved By T. A. Schifsky & Sons, Inc.

  
Project Engineer

  
\_\_\_\_\_

6/20/2022  
Date

5.19.22  
Date

Approved By City of Lino Lakes  
\_\_\_\_\_

\_\_\_\_\_  
Date

Payment Summary				
No.	Up Through Date	Work Certified Per Voucher	Amount Retained Per Voucher	Amount Paid Per Voucher
1	11/30/2021	\$49,728.60	\$2,486.43	\$47,242.17
2	04/30/2022	\$0.00	(\$2,486.43)	\$2,486.43

Funding Category Name	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Voucher	Total Amount Paid To Date
Local	\$49,728.60	\$0.00	\$47,242.17	\$2,486.43	\$49,728.60

Accounting Number	Funding Source	Amount Paid This Voucher	Revised Contract Amount	Funds Encumbered To Date	Paid Contractor To Date
1	Local	\$2,486.43	\$58,800.00	\$58,800.00	\$49,728.60

Contract Item Status									
Line No.	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
1	2021.501	MOBILIZATION	LS	\$9,250.00	1	0	\$0.00	1	\$9,250.00
2	2104.503	REMOVE CURB & GUTTER	L F	\$15.00	60	0	\$0.00	0	\$0.00
3	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	S Y	\$15.00	25	0	\$0.00	0	\$0.00
4	2104.504	REMOVE BITUMINOUS PAVEMENT	S Y	\$10.00	434	0	\$0.00	374.11	\$3,741.10
5	2360.504	TYPE SP 9.5 WEAR CRS MIX (2,C) 3.0" THICK	S Y	\$45.00	25	0	\$0.00	0	\$0.00
6	2360.509	TYPE SP 9.5 BITUMINOUS MIXTURE FOR PATCHING	TON	\$125.00	86	0	\$0.00	89.58	\$11,197.50
7	2504.602	WATER SERVICE SYSTEM	EACH	\$3,130.00	8	0	\$0.00	8	\$25,040.00
8	2531.603	CONCRETE CURB & GUTTER DES SURMOUNTABLE	L F	\$65.00	60	0	\$0.00	0	\$0.00
9	2563.601	TRAFFIC CONTROL	LS	\$500.00	1	0	\$0.00	1	\$500.00
10	2573.502	STORM DRAIN INLET PROTECTION	EACH	\$110.00	10	0	\$0.00	0	\$0.00
11	2574.507	COMMON TOPSOIL BORROW	C Y	\$50.00	10	0	\$0.00	0	\$0.00
12	2575.504	SODDING TYPE LAWN	S Y	\$30.00	34	0	\$0.00	0	\$0.00
<b>Bid Totals:</b>							<b>\$0.00</b>		<b>\$49,728.60</b>

Project Category Totals		
Category	Amount This Voucher	Amount To Date
A. WATERMAIN IMPROVEMENTS	\$0.00	\$49,728.60

Contract Change Item Status											
CC	CC No.	Line No.	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
Contract Change Totals:											

Contract Change Totals				
No.	Contract Change	Description	Amount This Voucher	Amount To Date

Material On Hand Additions					
Line No.	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line No.	Item	Description	Date	Added	Used	Remaining

**CITY COUNCIL  
AGENDA ITEM 6B**

STAFF ORIGINATOR: Katie Larsen, City Planner

MEETING DATE: June 27, 2022

TOPIC: Lake Amelia Woods

- i. Consider Resolution No. 22-18, Approving Final Plat
- ii. Consider Resolution No. 22-19, Approving Development Agreement

VOTE REQUIRED: 3/5

REVIEW DEADLINE:

Complete Application Date:	December 16, 2021
60-Day Review Deadline:	February 14, 2022
120-Day Review Deadline:	April 15, 2022
Environmental Board Meeting:	N/A
Park Board Meeting:	N/A
Planning & Zoning Board Meeting:	January 12, 2022
City Council Work Session:	June 27, 2022
City Council Meeting:	June 27, 2022

**BACKGROUND**

The applicant, Tom Budzynski of TJB Homes, Inc, submitted a land use application for final plat. The applicant proposes to subdivide 2 existing parcels into four, 10 acre rural lots for the purpose of constructing four (4) new single family homes. The subject site is located east of Amelia Lake and is 40.85 gross acres as measured above the OHWL. The name of the final plat is Lake Amelia Woods.

This staff report is based on the following information:

- Preliminary Plat Plan Set prepared by Acre Land Surveying revision date 12/8/2021
- Preliminary Plans prepared by Civil Methods, Inc. revision date 12/3/2021
- Tree Preservation Plan prepared by Midwest Natural Resources dated 6/20/22
- Stormwater Management Plan prepared by Civil Methods Inc. dated 6/18/2020
- Final Plat prepared by Acre Land Surveying received 12/13/2021

Previous Council approvals:

- November 8, 2021: Resolution No. 21-114 Approving Preliminary Plat

This staff report provides a comparison of the approved preliminary plat and the proposed final plat. Changes in the plans are either narratively described or shown as ~~strikethrough~~ (deletions) or underline (additions). Overall, the final plat is consistent with the preliminary plat.

**Existing Site Conditions**

The 40 acre site is currently vacant, natural open space. Per the MLCCS, land cover includes cattail marsh, deciduous woodlands, oak forest and tall grasslands. It is in the shoreland district of Amelia Lake. Topography contour elevations range from 908.1 OHWL to 930 along CSAH 54 and from 900 on the south end to 950 on the north end. A previously submitted Existing Slopes and Hydrology plan sheet indicating some slopes exceeding 20% on site. No development is proposed in these areas. The property width tapers from approximately 1,000 feet (north) to 200 feet (south). The property length along CSAH 54 is approximately 3,000 feet. A 66 foot wide utility transmission easement with overhead power lines bisects the parcel north to south. Groundwater was encountered at 4 – 19 ft. Wetlands exist on site.

**Zoning**

The subject site is zoned R-X, Rural Executive. One single family detached dwelling is allowed per 10 acre parcel.

<b>Current Zoning</b>	R-X, Rural Executive
<b>Current Land Use</b>	Vacant Rural Residential
<b>2040 Land Use Plan</b>	Urban Reserve
<b>Utility Staging Area</b>	Post 2040

**Surrounding Zoning and Land Use**

<b>Direction</b>	<b>Zoning</b>	<b>Current Land Use</b>	<b>Future Land Use</b>
North	R-X	Rural Residential	Urban Reserve
South	R-X	Rural Residential	Permanent Rural
East	R-X	I-35E	I-35E
West	R-X	Amelia Lake	Amelia Lake

**Density and Land Area Calculations**

Per the 2040 Comprehensive Plan, the subject site is guided Urban Reserve and the land is preserved for post-2040 development. Land use prior to 2040 is limited to agricultural related uses and single family residential limited to 1 unit per 10 acres. The proposed development of 1 unit per 10 acres is consistent with the comprehensive plan.

## Zoning Requirements

The subject site is zoned R-X, Rural Executive. It is 40.85 gross acres as measured above the OHWL 908.1 EL. Four (4) lots are being created for the purpose of constructing one (1) single family home per lot. The site is also subject to requirements of the Shoreland Management Overlay District. Amelia Lake is classified as a Natural Environment Lake.

	Shoreland and R-X Requirements	Lots 1-4 Lake Amelia Woods
<b>Min. Lot Size<sup>1</sup></b>	10 acres	10.07-10.55 acres
<b>Min. Contiguous Acres</b>	2 acres	6.14-9.55 acres
<b>Min. Lot Width<sup>2</sup></b>	330 ft	540-1,000 ft
<b>Min. Lot Depth</b>	NA	NA
<b>Building Setback (feet)</b>		
<b>-From Collector Streets (CSAH 54)</b>	40 ft	150-500 ft
<b>-From OHWL</b>		
--Principal	150 ft	150 ft
--Accessory <sup>3</sup>	150 ft	150 ft
<b>-Side Yard</b>		
--Principal	10 ft	20-200 ft
--Accessory	5 ft	150 ft
<b>Impervious Surface<sup>4</sup></b>	30%	5.2-5.9%

<sup>1</sup>Only land above the OHWL can be used to meet the lot size standards

<sup>2</sup>Lot width standards are met at both the OHWL setback line and the front building setback line

<sup>3</sup>One water-oriented accessory structure may be setback 75 feet from the OHWL and outside the wetland buffer

<sup>4</sup>Per Shoreland Management Overlay District

The lots will have limited ability to construct accessory structures, decks or additions due to the required OHWL setback, topography and wetland buffers. This ~~shall be~~ is noted on the preliminary plat and shall be noted on the certificate of survey submitted with each building permit.

In an R-X zoning district, a detached accessory structure is allowed at least 100 ft from the CSAH 54/20<sup>th</sup> Avenue road right-of-way.

## **Building Requirements**

At the time of building permit, the single family homes will be reviewed for compliance regarding floor area, garage, design and construction standards and septic system design.

## **Subdivision Ordinance**

Per City Code Section 1001.076(1), a subdivision which results in three or fewer unsewered residential parcels, tracts or lots from one or two existing parcels, tracts or lots, within unsewered residential areas of the city is a minor subdivision. A subdivision that results in more than three lots from one or two existing lots shall be platted.

Four (4) unsewered residential parcels are proposed; therefore, a preliminary and final plat are required.

### *Conformity with the Comprehensive Plan and Zoning Code*

The preliminary plat and final plat are consistent with the comprehensive plan for urban reserve development and zoning code requirements for R-X, Rural Executive as discussed above.

### *Blocks and Lots*

The preliminary plat and final plat contain Lots 1-4, Block 1, Lake Amelia Woods.

### *Ghost Plat*

Per City Code Section 1007.042(2)(d), all subdivisions in areas without public sanitary sewer shall be designed such that the larger non-sewered lots can be resubdivided to provide smaller sewered lots when sewer becomes available in the future. Homes and accessory buildings shall be located on these lots so as to allow for future resubdivisions. This is also supported by City Code Section 1007.081(2)(d).

The applicant submitted Sheet S4, Ghost Plat showing future resubdivisions of the 4 lots. Further subdivision of these lots will require public sanitary sewer and water. The ghost plat ~~shall~~ has been revised to reflect street right-of-way extending north to parcel PID #35-31-22-12-0001 and utility easements. The house on Lot 1 ~~shall~~ meets a 30ft setback from the ghost plat street right-of-way.

It should also be noted the City's review and comments on the ghost plat do not grant any rights to develop the property as depicted on the ghost plat.

### *Streets and Alleys*

All 4 lots are served by CSAH 54/20<sup>th</sup> Avenue which is an A-Minor Reliever. Street right-of-way 60 ft wide from centerline is required and provided on the preliminary plat. The A-Minor Reliever road has capacity for 4 additional lots.

The private driveway for 6351 20<sup>th</sup> Avenue encroaches south onto the subject site approximately 24 ft. A 24 ft wide ~~Private Ingress/Egress Easement~~ Access Easement Agreement is proposed over the driveway. The applicant ~~shall~~ has prepared a separate easement and exhibit clearly showing the location of the easement. This easement agreement shall be recorded.

### *Easements*

The following drainage & utility easements are shown on the preliminary plat and ~~are required on the~~ final plat:

- CSAH 54/20<sup>th</sup> Avenue = 20 ft
- Side Lot Lines = 10 ft
- Amelia Lake = Delineated Wetland + 10 ft *or*
- Amelia Lake = Floodplain 100 yr. Elevation + 10 ft (whichever is greater)
- Wetlands = Delineated boundary + 10 ft
- Stormwater Facilities = HWL + 10 ft

### *Storm Water Management and Erosion and Sediment Control*

Per City Code Section 1011.011, a stormwater management plan is required for all proposed land development activity if the site is within the 100-year floodplain or within 1,000 feet of a public water. Lake Amelia Woods is within the floodplain and shoreland district.

Per the Storm Water Management Plan prepared by Civil Methods, Inc. dated June 18, 2020, the project is expected to disturb approximately 5 acres and add 2.22 acres of new impervious area to the site. Runoff from the site enters Lake Amelia at 4 general locations. Drainage patterns will be maintained from existing to proposed conditions. No other properties will be impacted by runoff from the project. Drainage from the proposed impervious area will be conveyed to stormwater treatment basins and ultimately to Lake Amelia as it does under existing conditions.

- Water Quality Treatment Volume

The City requires treatment of runoff based on 1.1” over the new impervious surface. Six (6) biofiltration basins with native vegetation are proposed for water quality treatment. Infiltration is not feasible due to presence of clay and the site is within the Drinking Water Supply Management Area (DWSMA).

- Runoff Rate Control

The City requires no increase in peak flow rates for the 2, 10 and 100 yr. frequency events. With the proposed basins, runoff rates are held or reduced for the overall project.

- Water Quality Control

Water quality control is being provided through a series of biofiltration basins (raingardens).

A minimum 75 foot wide vegetated wetland buffer along Wetland A (lake) equivalent to the shore impact zone area is provided as a stormwater management best management practice (BMP) to minimize runoff pollutants from entering the lake. This is supported by City Code Section 1102.07(1)(c)3c.

The City Engineer commented that more information ~~is~~ was needed to determine low floor separation, basins shall be on the same lot as they are treating, and filtration basins are not allowed in the Drinking Water Supply Management Area. These items have been resolved.

Per City Code Section 1102.07(2)(a), structures and facilities must be located to meet all setbacks. Stormwater facilities are not allowed within the 150ft OHWL setback, 40 ft CSAH 54 setback or 10 ft side yard building setbacks. The basin on Lot 1 ~~shall be~~ is outside the 40 ft setback along CSAH 54.

### *Utilities*

#### Sanitary Sewer

Public sanitary sewer is not available to the site. Private septic systems will be required for each parcel. The plans show a primary and alternate site location per lot and corresponding soil boring data was provided. Standard mound systems are proposed for Lot 1 and Lot 2. Type 3 septic systems are proposed for Lot 3 and Lot 4. Per City Code Section 1102.12(2) of the Shoreland Management Overlay district, lots that would require use of holding tanks shall not be approved. Private septic systems cannot be located with the 150 ft shoreland setback. These requirements are met.

#### Watermain

Public watermain is not available to the site. Private wells will be required for each parcel. Well locations are shown on the preliminary plat and placed in relationship to the individual sewage disposal facilities on the same and adjoining lots.

The applicant has demonstrated that each lot can accommodate a private well.

### *Public Land Dedication*

Per the City's 2040 Comprehensive Plan and Anoka County Chain of Lakes-Otter Lake Regional Trail Master Plan, a regional trail is proposed on the east side of Amelia Lake. The proposed trail extends from CSAH 14 (Main Street) through the City's future recreational facility on Birch Street then south along 20<sup>th</sup> Avenue. A separate trail easement 20 ft wide along CSAH 54 and 44 ft wide along the south lot line of 6351 20<sup>th</sup> Avenue shall be recorded. The 44 ft wide easement covers both the 24 ft private driveway easement and 20 ft trail easement. The applicant ~~shall~~ has prepared a separate Permanent Trail and Sidewalk Easement document and exhibit clearly showing the trail easement location. This easement shall be recorded.

The City will require cash in lieu of land dedication for each new lot.

<b>Park Dedication Fees</b>	
Total # of Lots =	4
x 2021 Park Dedication Fee	\$3,160
<b>= Total Due</b>	<b>\$12,640</b>

*Tree Preservation*

The goal of tree preservation is to minimize unnecessary loss of habitat, biodiversity and forest resource and to replace removed trees in areas where tree cover is most critical. Tree preservation is especially important within the Shoreland Management Overlay District to prevent erosion, preserve shoreland aesthetics and protect wildlife habitat.

Per the Tree List Inventory, there are 793 trees on the subject site. Per revised Sheet TR1-Tree Preservation Plan and Sheet TR2- Tree Mitigation Plan dated June 20, 2022, 235 187 trees will be saved, ~~536~~ 605 will be removed in the ~~basic use and~~ non-environmentally sensitive areas, and ~~22~~ 1 will be removed in the natural resource protected area. ~~These 22 trees will be mitigated for at a rate of one tree provided for every two trees removed. The stormwater basins were included in the basic use area and they should not.~~

Per revised sheet TR2, 104 mitigation trees are required. Twenty-three (23) trees will be planted and the remaining 81 trees will be mitigated by paying a \$485 fee per tree in lieu of planting for a total of \$39,285.

*Landscaping*

Canopy cover, foundation landscaping, open space landscaping and buffer and screens are not required for the 4 lot subdivision.

Boulevard Trees

Boulevard trees are required at the rate of 1 tree per lot frontage for singly family lots. Lots 1-4 contain existing trees along CSAH 54/20<sup>th</sup> Avenue that serve as boulevard trees. No additional boulevard trees are required.

Sod and Ground Cover

All disturbed areas shall have appropriate ground cover in accordance with Section 1007.043(17)(h).

**Environmental Review Record**

An Environmental Assessment Worksheet is not mandated. The four (4) unattached residential units are under the 250 unattached unit threshold required for a mandatory EAW.

## Great River Energy & UPA Easements

The preliminary plat plan set shows a 70 ft wide Great River Energy Easement over an existing overhead transmission line that runs north-south through the development. The plan set notes “Proposed Great River Energy Easement”; however, the easement exists and is recorded. All plan sheets have been revised to remove the word “proposed” and include the recording document number.

The preliminary plat plan set also shows a 66 ft wide UPA Easement along CSAH 54. It does not appear this easement is over an existing utility line. If the easement is not required, it should be vacated. ~~The owner is corresponding with the utility company to vacate the easement.~~ Great River Energy/UPA has provided a recorded Partial Release of Easement document.

## Wetlands

A Wetland Delineation Report was completed by Midwest Natural Resources, Inc. on October 12, 2016. A WCA Notice of Decision (NOD) approving the wetland delineation was issued by VLAWMO on November 14, 2016. Although the NOD states the delineation is good for 3 years, staff received confirmation from VLAWMO that the NOD is actually good for 5 years. Five (5) wetlands were delineated on site.

Wetland	Acres	Buffer Management Class	Base Buffer Width	Minimum Buffer Width
A	Wetland fringe of Amelia Lake	NA	75ft <sup>1</sup>	NA
B	0.19	Manage 2	30ft	24ft
C	0.67	Manage 2	30ft	24ft
D	1.93	Preserve	75ft	67ft
E	1.23	Manage 2	30ft	24ft

<sup>1</sup>A MnRAM Buffer Management Classification was not provided for Wetland A due to its proximity to the lake OHWL. The City will require a 75ft wide wetland buffer equivalent to the shore impact zone as a stormwater BMP.

Wetland buffer widths in accordance with VLAWO’s Buffer Management Class are provided on the preliminary plat and have been approved by VLAWMO. A 75 foot wide vegetated wetland buffer equivalent to the shore impact zone area is provided along Wetland A (lake) as a stormwater management best management practice (BMP) to minimize runoff pollutants from entering the lake. The buffer extends 75 ft from the delineated wetland boundary. A wetland buffer declaration shall be recorded. The wetland buffer shall be indicated by permanent, free-standing markers.

The wetland buffer widths have been adjusted according to VLAWMO policy. The driveway on Lot 2 no longer impacts the wetland buffers; therefore, a variance is not needed.

A drainage and utility easement 10 feet above the delineated wetland is provided.

All plan sheets have been revised to show the correct wetland buffer and drainage & utility easements.

### **Rare, Unique or Significant Resources**

Water willow (*Decodon verticillatus*), a MN DNR listed species of Special Concern, has been identified on site per the wetland delineation report. It occurs on undisturbed lakeshores. Conservation of this species depends on avoiding physical alterations of shoreline and preserving native plant buffers. Minimal impacts to the resource along the lake shore are allowed for a 20 ft wide access to the lake.

Wetland D is classified as a preserve due to high value amphibian habitat and vegetative diversity.

These areas will be protected by a wetland buffer adjacent to the wetlands and shoreline.

### **Floodplain**

The 2015 DFIRM indicates Zone AE floodplain along the lake. The FEMA base flood elevation (BFE) is 910.2 EL. No floodplain impacts are proposed with this development.

### **Shoreland Management Overlay**

The general purpose and intent of the Shoreland Management Overlay ordinance is to protect public waters. Per the ordinance Policy statement, the uncontrolled use of shorelands of the city affects the public health, safety and general welfare not only by contributing to pollution of public waters, but also by impairing the local tax base. Therefore, it is in the best interests of the public health, safety and welfare to provide for the wise subdivision, use and development of shorelands of public waters.

As discussed, the site is located in a Shoreland Management Overlay district of Amelia Lake. This lake is classified as a Natural Environment Lake and has a 908.1 OHWL elevation. The required OHWL setback is 150 ft for unsewered lots. The proposed houses and private septic system setbacks are compliant.

Per City Code Section 1102.07(2)(a), structures and facilities must be located to meet all setbacks. Stormwater facilities are not allowed within the 150 ft OHWL setback, 40 ft CSAH 54 setback or 10 ft side yard building setbacks. The plans ~~shall~~ have been revised for Lot 1.

Except for allowed water-orientated accessory structures, accessory structures and facilities shall meet the required principal structure setback and shall be centralized (City Code Section 1102.07(1)(c)6).

Per City Code Section 1102.87(1)(c)4 of the Shoreland Management Overlay ordinance, impervious surface coverage on each lot must not exceed 30%. Per the Preliminary Plat, each lot is under 5.9% impervious and meet the allowed impervious surface coverage requirements.

A native vegetated wetland buffer will be required as a stormwater management best management practice (BMP) to minimize runoff pollutants from entering the lake.

#### *Wetland/Shoreline Buffer Zone*

Amelia Lake is one of the few unimpaired lakes in the city and efforts to protect and improve the natural resource should be implemented with any development. A 75 ft wide vegetated wetland/shoreline buffer along Wetland A (lake) is provided as a stormwater management best management practice (BMP) to minimize runoff pollutants from entering the lake. The buffer will also help stabilize the shoreline, reduce erosion and support aquatic plants and wildlife. One (1) access opening through the wetland buffer to the lake no greater than twenty (20) ft wide is allowed per lot.

No structures, not even water-orientated accessory structures, are allowed in the 75 ft wide wetland/shoreline buffer zone.

#### *Shore Impact Zone*

By definition, the shore impact zone is the land between the OHWL and a line parallel to it at a setback of 50% of the structure. Since the required structure setback is 150 ft, the shore impact zone is 75 ft from the OHWL.

No structures, not even water-orientated accessory structures, are allowed in the 75 ft wide wetland/shoreline buffer zone.

### **Comprehensive Plan**

The preliminary and final plat are consistent with the Comprehensive Plan in regards to resource management system, land use plan, housing plan, transportation plan and sanitary sewer and water supply plan.

### **Environmental Board Comments**

The Environmental Board reviewed the proposed preliminary plat on August 25, 2021. Their recommendations ~~are~~ were noted in the October 1, 2021 memo from the Environmental Coordinator. These comments have been addressed. Additional comments from the June 21, 2022 Environmental Coordinator memo have also been addressed.

One specific comment was to prohibit motorized boats on Amelia Lake. This requires adopting water surface restrictions with property owner input, a public hearing, City ordinance and MNDNR approval. At the September 8, 2021 Planning & Zoning Board meeting, the Board did not support regulating motorized boat activity on the lake without input from all the lake property owners. The Board suggested the property owners could pursue this avenue on their own if they desired. One resident, Steve Gallop-6102 Centerville Road, spoke in favor of the restriction. The City Council did not require any restrictions either.

## **Anoka County Highway Department**

Per the County's October 7, 2021 letter, they have reviewed the preliminary plat and final plat and have no further comments.

### **MNDNR Comments**

MNDNR provided email comments on October 6, 2021. They request the OHWL elevation (NAVD 88) shown on the preliminary plat be revised to reflect the DNR's official complete value which is 908.36. This revision has been made.

### **VLAWMO Comments**

VLAWMO provided advisory comments on August 31, 2021 and September 27, 2021. Overall, the development's stormwater plan meets rate control, runoff volume and water quality requirements. Wetland boundaries, management classifications and buffer widths have also been reviewed and approved.

### **Development Agreement**

A Development Agreement has been drafted by the City and shall be executed.

### **Title Commitment**

Per the City Attorney and as detailed in Resolution No. 21-114 approving the preliminary plat, the following comments regarding the title commitment and final plat shall be addressed prior to final plat approval:

1. The effective date shall be updated. The title commitment has been updated.
2. Item 15(a) in Schedule B-Part II indicates a gap exists between the road right-of-way and the property line. On June 14, 2022, an Order for Judgement was made by the District Court resolving the gap in title issue.
3. These items shall be resolved prior to Council approval. These issues have been resolved.

### **Stormwater Maintenance Agreement**

The stormwater ponds will be privately maintained and a Stormwater Maintenance Declaration ~~will be required~~ have been drafted with the final plat and shall be recorded by the applicant.

### **Findings of Fact**

The Findings of Fact for Lake Amelia Woods are detailed in Resolution No. 22-18.

### **RECOMMENDATION**

Staff and Boards recommend approval of the attached resolutions for Lake Amelia Woods Final Plat and Development Agreement.

## **ATTACHMENTS**

1. Preliminary Plat
2. Resolution No. 22-18
3. Final Plat
4. Resolution No. 22-19
5. Development Agreement

# PRELIMINARY PLAT OF: "LAKE AMELIA WOODS"

FOR: TJB HOMES, INC.

## VICINITY MAP



LINO LAKES, MN NO SCALE

**NORTH**  
**GRAPHIC SCALE**

( IN FEET )  
1 inch = 100ft.

BASIS FOR BEARINGS: NAD83 (1996) (VIA REAL TIME GPS MEASUREMENTS UTILIZING MINNESOTA DEPARTMENT OF TRANSPORTATION VRS NETWORK).

**APPLICANT**  
TJB HOMES, INC.  
9100 BALTIMORE STREET NE  
BLAINE, MN 55449  
(763) 286-6868  
THOMAS J. BUDZYNSKI, DEVELOPER

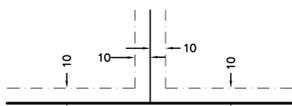
**SURVEYOR / LAND PLANNER**  
ACRE LAND SURVEYING, INC.  
9140 BALTIMORE STREET NE  
SUITE 100  
BLAINE, MN 55449  
(763) 238-6278  
JOSHUA P. SCHNEIDER, PLS

**CIVIL ENGINEER**  
CIVIL METHODS, INC.  
1531 LIVINGSTON AVENUE, SUITE 104  
WEST ST. PAUL, MN 55118  
(763) 210-5713  
KENT BRANDER, P.E.

**FOREST ECOLOGIST**  
MIDWEST NATURAL RESOURCES, INC.  
1032 WEST SEVENTH ST. #150  
ST. PAUL, MN 55102  
(651) 788-0641  
KEN ARNDT, SR. FOREST ECOLOGIST, CWD

**OWNER**  
JOHN COMMERS  
9100 BALTIMORE STREET NE  
BLAINE, MN 55449  
(763) 286-6868

DRAINAGE AND UTILITY EASEMENTS SHOWN THUS:



NO SCALE  
BEING 10 FEET WIDE ABUTTING SIDE PROPERTY LINES AND RIGHTS-OF-WAY, UNLESS OTHERWISE INDICATED, AS SHOWN ON THE PLAT.

2625.37  
N-S 1/4 Line Derived from MN DOT AND MC FIELD NOTES  
(Cast Iron Monument)

N89°27'46"W  
E-W 1/4 Line Derived from Milner/Carley Surveys

SHORELINE OF AMELIA LAKE LOCATED FROM JUNE - SEPTEMBER OF 2016  
OHWL LINE

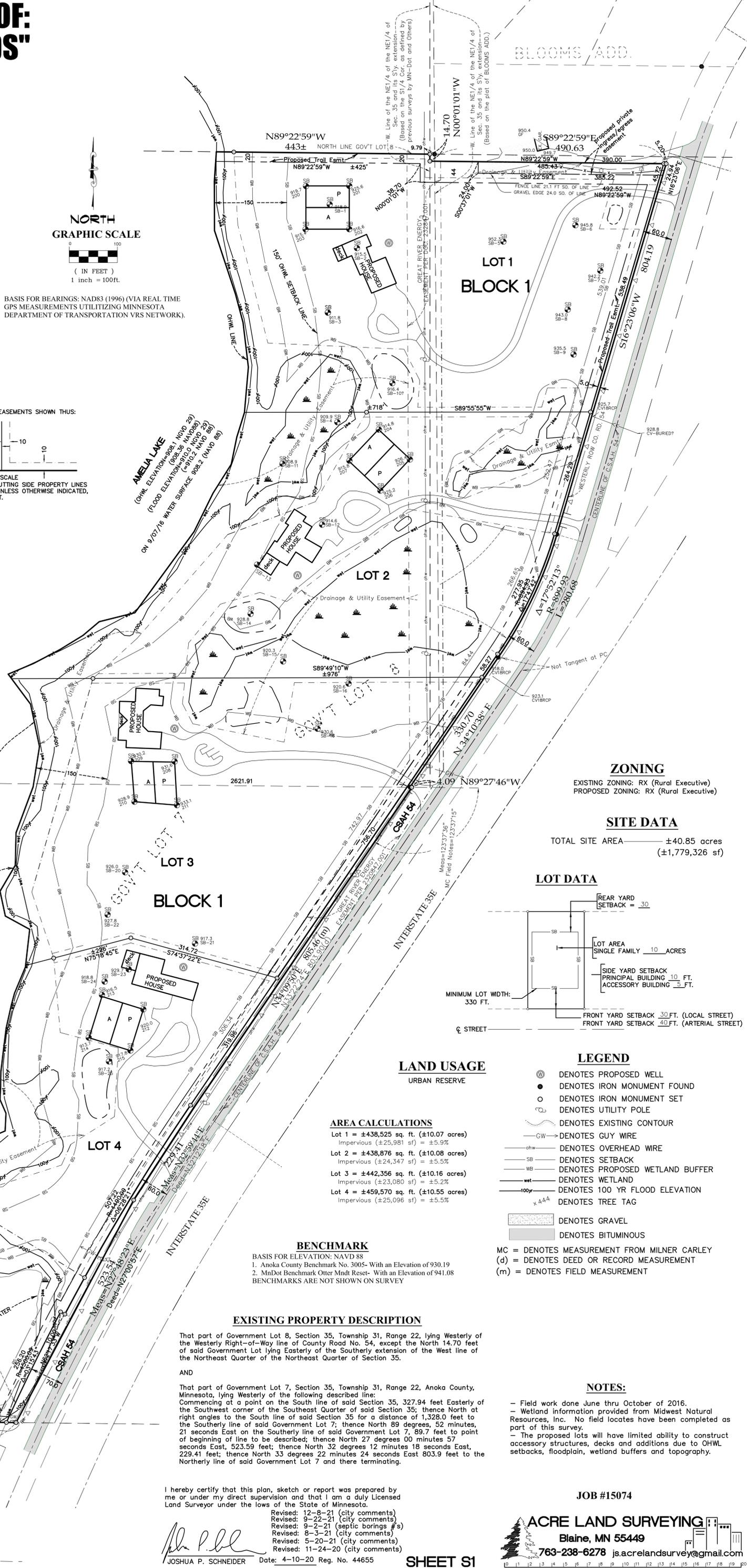
AMELIA LAKE  
(OHWL ELEVATION=908.1 NAVD 29)  
(FLOOD ELEVATION=910.0 NAVD 29)  
ON 9/07/16 WATER SURFACE 908.2 (NAVD 89)

EDGE OF WATER

SOUTH LINE GOVT LOT 7 - 89.70  
Meas=S89°20'13"E  
Deed=N89°52'21"E

Meas=1329.35  
Deed=1328.00  
N00°47'19"E

S1/4 Cor. Sec. 35-31-22  
(Derived from MN-DOT Plans & Milner Carley field notes which shows an IP in-place of corner)  
NO MON. FOUND



BLOOMS ADD.

LOT 1  
BLOCK 1

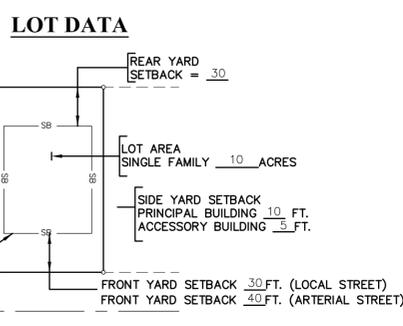
LOT 2

LOT 3  
BLOCK 1

LOT 4

**ZONING**  
EXISTING ZONING: RX (Rural Executive)  
PROPOSED ZONING: RX (Rural Executive)

**SITE DATA**  
TOTAL SITE AREA ±40.85 acres  
(±1,779,326 sf)



**LAND USAGE**  
URBAN RESERVE

**AREA CALCULATIONS**  
Lot 1 = ±438,525 sq. ft. (±10.07 acres)  
Impervious (±25,981 sf) = ±5.9%  
Lot 2 = ±438,876 sq. ft. (±10.08 acres)  
Impervious (±24,347 sf) = ±5.5%  
Lot 3 = ±442,356 sq. ft. (±10.16 acres)  
Impervious (±23,080 sf) = ±5.2%  
Lot 4 = ±459,570 sq. ft. (±10.55 acres)  
Impervious (±25,096 sf) = ±5.5%

**BENCHMARK**  
BASIS FOR ELEVATION: NAVD 88  
1. Anoka County Benchmark No. 3005- With an Elevation of 930.19  
2. MinDot Benchmark Otter Mndy Reset- With an Elevation of 941.08  
BENCHMARKS ARE NOT SHOWN ON SURVEY

**EXISTING PROPERTY DESCRIPTION**  
That part of Government Lot 8, Section 35, Township 31, Range 22, lying Westerly of the Westerly Right-of-Way line of County Road No. 54, except the North 14.70 feet of said Government Lot lying Easterly of the Southerly extension of the West line of the Northeast Quarter of Section 35.  
AND  
That part of Government Lot 7, Section 35, Township 31, Range 22, Anoka County, Minnesota, lying Westerly of the following described line:  
Commencing at a point on the South line of said Section 35, 327.94 feet Easterly of the Southwest corner of the Southeast Quarter of said Section 35; thence North at right angles to the South line of said Section 35 for a distance of 1,328.0 feet to the Southerly line of said Government Lot 7; thence North 89 degrees, 52 minutes, 21 seconds East on the Southerly line of said Government Lot 7, 89.7 feet to point of beginning of line to be described; thence North 27 degrees 00 minutes 57 seconds East, 523.59 feet; thence North 32 degrees 12 minutes 18 seconds East, 229.41 feet; thence North 33 degrees 22 minutes 24 seconds East 803.9 feet to the Northerly line of said Government Lot 7 and there terminating.

I hereby certify that this plan, sketch or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.  
Revised: 12-8-21 (city comments)  
Revised: 9-22-21 (city comments)  
Revised: 9-2-21 (septic borings #s)  
Revised: 8-3-21 (city comments)  
Revised: 5-20-21 (city comments)  
Revised: 11-24-20 (city comments)  
Date: 4-10-20 Reg. No. 44655  
JOSHUA P. SCHNEIDER

**NOTES:**  
- Field work done June thru October of 2016.  
- Wetland information provided from Midwest Natural Resources, Inc. No field locates have been completed as part of this survey.  
- The proposed lots will have limited ability to construct accessory structures, decks and additions due to OHWL setbacks, floodplain, wetland buffers and topography.

**ACRE LAND SURVEYING**  
Blaine, MN 55449  
763-238-6278 js.acrelandsurveying@gmail.com

SHEET S1

**CITY OF LINO LAKES  
RESOLUTION NO. 22-18**

**RESOLUTION APPROVING LAKE AMELIA WOODS FINAL PLAT**

**WHEREAS**, the City received a land use application for Lake Amelia Woods Final Plat hereafter referred to as Development; and

**WHEREAS**, City staff has completed a review of the proposed Development based on the following plans and information:

- Preliminary Plat Plan Set prepared by Acre Land Surveying revision date 12/8/2021
- Preliminary Plans prepared by Civil Methods, Inc. revision date 12/3/2021
- Tree Preservation Plan prepared by Midwest Natural Resources dated 6/20/22
- Stormwater Management Plan prepared by Civil Methods Inc. dated 6/18/2020
- Final Plat prepared by Acre Land Surveying received 12/13/2021; and

**WHEREAS**, the City Council approved the Lake Amelia Woods Preliminary Plat on November 8, 2021 with Resolution No. 21-114; and

**WHEREAS**, the Planning & Zoning Board reviewed and recommended approval of the Development on January 12, 2022; and

**WHEREAS**, the proposed Development is not considered premature and meets the performance standards of the subdivision and zoning ordinance; and

**NOW, THEREFORE BE IT RESOLVED** by The City Council of The City of Lino Lakes hereby makes the following:

FINDINGS OF FACT

1. The final plat substantially conforms to the approved preliminary plat subject to the conditions listed below.
2. The City Attorney has reviewed the status of title/property ownership related to the final plat.
3. A Development Agreement has been drafted and shall be executed.
4. Conditions attached to approval of the preliminary plat have been fulfilled or secured by the Development Agreement.
5. All fees, charges and escrow related to the preliminary or final plat have been paid in full.

**BE IT FURTHER RESOLVED** by the City Council of the City of Lino Lakes hereby approves Lake Amelia Woods Final Plat subject to the following conditions:

1. The lots will have limited ability to construct accessory structures, decks and additions due to OHWL setbacks, floodplain, wetland buffers and topography.
2. The Access Easement Agreement with exhibit related to the private driveway for 6351 20<sup>th</sup> Avenue shall be recorded.
3. The Permanent Trail and Sidewalk Easement with exhibit shall be recorded.
4. The Partial Release of Easement granted by Great River Energy (GRE) as it relates to the UPA Easement Doc. No. 413293 shall be recorded.
5. A Declaration for Maintenance of Stormwater Facilities shall be recorded.
  - a. Stormwater basins are required to minimize stormwater and pollutants from entering public waters.
6. A Wetland Buffer Declaration shall be recorded against each lot. Vegetated wetland buffers shall be managed and maintained in accordance with the declaration.
7. A minimum 75 foot wide vegetated wetland buffer along Wetland A (lake) equivalent to the shore impact zone area shall be required as a stormwater management best management practice (BMP) to minimize runoff pollutants from entering the lake.
  - a. One (1) access opening to the lake no greater than 20 feet wide is allowed on each lot.
  - b. Minimal impacts to the water willow, an identified rare, unique and significant resource along the lake shore, are allowed for the 20ft wide access.
  - c. No structures are allowed in the wetland buffer such as water-orientated accessory structures, boat houses, paver patios, sheds, etc.
8. All driveways shall be hard surfaced within the street right-of-way of CSAH 54/20<sup>th</sup> Avenue.
9. A licensed septic designer shall locate a primary and alternate site for private septic systems on each lot with consideration of wetland buffers, soil types and limitations, topography and shoreland district. This information shall be provided with each single family home building permit application.
10. No structures, stormwater facilities and private septic systems shall be located within the 150ft OHWL setback, 40ft CSAH 54 setback or 10ft side yard building setbacks.
  - a. One (1) water-oriented accessory structure may be setback 75 feet from the OHWL and outside the wetland buffer.
11. No structures and septic systems shall be located in the wetland buffers.
12. The City's review and comments on the ghost plat do not grant any rights to develop the property as depicted on the ghost plat.
13. Blanding's turtle flyer and factsheet shall be distributed to all contractors working on the site.

**BE IT FURTHER RESOLVED** by the City Council of the City of Lino Lakes hereby approves Lake Amelia Woods Final Plat subject to the following items being addressed prior to release of the mylars:

1. The Development Agreement shall be fully executed by the City and Developer.

**BE IT FURTHER RESOLVED** by the City Council of the City of Lino Lakes hereby approves Lake Amelia Woods Final Plat subject to the following items being recorded prior to issuance of any building permits:

1. Final Plat
2. Development Agreement
3. Declaration for Maintenance of Stormwater Facilities
4. Access Easement Agreement
5. Permanent Trail and Sidewalk Easement
6. Partial Release of Easement
7. Wetland Buffer Declaration

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

# LAKE AMELIA WOODS

KNOW ALL PERSONS BY THESE PRESENTS: That CB Property, LLC, a Minnesota limited liability company, fee owners of the following described property:

That part of Government Lot 8, Section 35, Township 31, Range 22, lying Westerly of the Westerly Right-of-Way line of County Road No. 54, except the North 14.70 feet of said Government Lot lying Easterly of the Southerly extension of the West line of the Northeast Quarter of the Northeast Quarter of Section 35.

AND

That part of Government Lot 7, Section 35, Township 31, Range 22, Anoka County, Minnesota, lying westerly of the westerly right of way line of County Road No. 54.

ABSTRACT

Has caused the same to be surveyed and platted as LAKE AMELIA WOODS and does hereby dedicate to the public for public use the public way and the drainage and utility easements as shown on this plat.

In witness whereof said CB Property, LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper officer this

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Signed: CB Property, LLC

\_\_\_\_\_  
John George Commers, Executive manager

STATE OF MINNESOTA  
COUNTY OF \_\_\_\_\_

This instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by John George Commers of CB Property, LLC, a Minnesota limited liability company.

\_\_\_\_\_  
\_\_\_\_\_  
Notary Public, \_\_\_\_\_, County, Minnesota  
My Commission Expires \_\_\_\_\_

I Joshua P. Schneider do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Joshua P. Schneider, Licensed Land Surveyor  
Minnesota License Number 44655

STATE OF MINNESOTA  
COUNTY OF \_\_\_\_\_

This instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by Joshua P Schneider.

\_\_\_\_\_  
\_\_\_\_\_  
Notary Public, \_\_\_\_\_, County, Minnesota  
My Commission Expires \_\_\_\_\_

CITY COUNCIL, CITY OF LINO LAKES, MINNESOTA

Approved by the City Council of the City of Lino Lakes, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

CITY COUNCIL, CITY OF LINO LAKES, MINNESOTA

By: \_\_\_\_\_, Mayor

By: \_\_\_\_\_, City Clerk

COUNTY SURVEYOR

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

By: \_\_\_\_\_, Clerk

By: \_\_\_\_\_

Charles F. Gitzen  
Anoka County Surveyor

COUNTY AUDITOR/TREASURER

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20\_\_\_\_ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Property Tax Administrator

By \_\_\_\_\_, Deputy

COUNTY RECORDER/REGISTRAR OF TITLES  
COUNTY OF ANOKA, STATE OF MINNESOTA

I hereby certify that this plat of LAKE AMELIA WOODS was filed in the office of the County Recorder/Registrar of Titles for public record on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ o'clock \_\_\_\_M. and was duly recorded as Document Number \_\_\_\_\_.

\_\_\_\_\_  
County Recorder/Registrar of Titles

By \_\_\_\_\_, Deputy



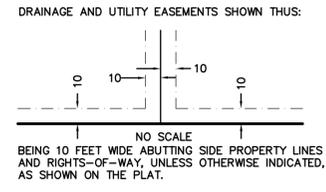
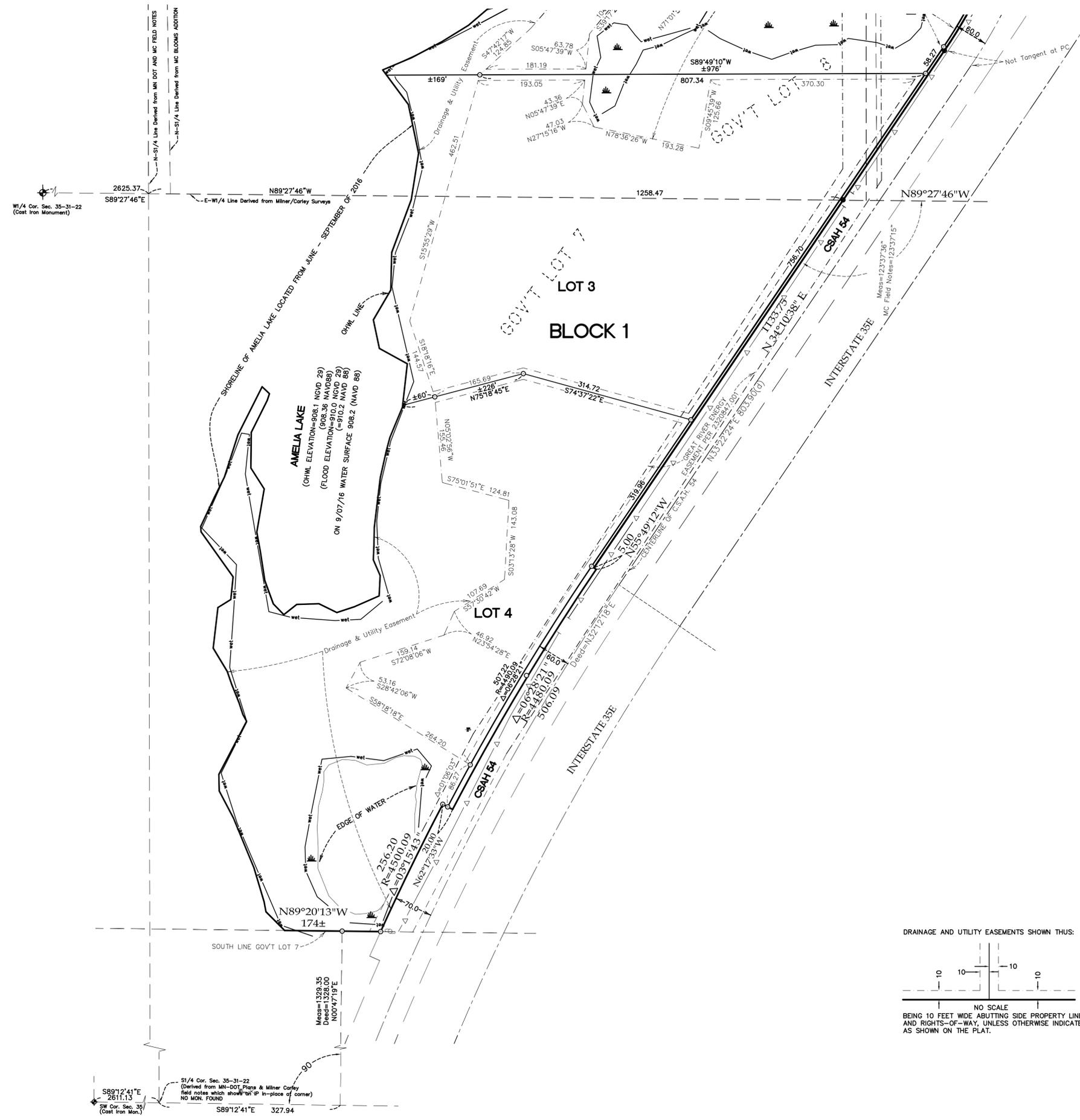
# LAKE AMELIA WOODS



- DENOTES IRON MONUMENT FOUND
- ▬ DENOTES WETLAND
- △— DENOTES RIGHT OF ACCESS DEDICATED TO ANOKA COUNTY
- ⊕ DENOTES ANOKA COUNTY MONUMENT
- DENOTES MONUMENT TO BE SET WITHIN ONE YEAR AFTER THE RECORDING OF THIS PLAT, A 1/2 INCH BY 14 INCH IRON PIPE WITH PLASTIC CAP INSCRIBED 44655
- MC = DENOTES MEASUREMENT FROM MILNER CARLEY
- (d) = DENOTES DEED OR RECORD MEASUREMENT
- (m) = DENOTES FIELD MEASUREMENT

**BENCHMARK**  
 BASIS FOR ELEVATION: NAVD 88  
 1. Anoka County Benchmark No. 3005- With an Elevation of 930.19  
 2. MinDot Benchmark Otter Mndt Reset- With an Elevation of 941.08  
 BENCHMARKS ARE NOT SHOWN ON SURVEY

BASIS FOR BEARINGS: NAD83 (1996) (VIA REAL TIME GPS MEASUREMENTS UTILIZING MINNESOTA DEPARTMENT OF TRANSPORTATION VRS NETWORK).



**CITY OF LINO LAKES  
RESOLUTION NO. 22-19**

**RESOLUTION APPROVING DEVELOPMENT AGREEMENT  
FOR LAKE AMELIA WOODS**

**WHEREAS**, the City Council approved the Lake Amelia Woods Final Plat with Resolution No. 22-18 on June 27, 2022; and

**WHEREAS**, the City's subdivision ordinance and conditions of approval require the execution of a development agreement between the Developer and the City of Lino Lakes.

**NOW, THEREFORE BE IT RESOLVED** by The City Council of The City of Lino Lakes hereby approves the Development Agreement between CB Property, LLC and the City of Lino Lakes for Lake Amelia Woods and authorizes the Mayor and City Clerk to execute such agreement on behalf of the City.

Adopted by the Council of the City of Lino Lakes this 27<sup>th</sup> day of June, 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

## DEVELOPMENT AGREEMENT

### Lake Amelia Woods

THIS AGREEMENT is made this \_\_\_\_ day of \_\_\_\_\_, 2022, by and between the City of Lino Lakes ("City"), a Minnesota municipal corporation, and CB Property, LLC. ("Developer").

1. **Subdivision.** Developer received preliminary plat approval from the City by Resolution No. 21-114 for a plat known as Lake Amelia Woods ("Subdivision"). Unless otherwise stated, all terms and conditions of this Agreement relate to work within the Subdivision.
2. **Final Plat Approval.** The City's approval of the final plat of Lake Amelia Woods is contingent upon execution and delivery of this agreement, all required petitions, bonds, security, and other documents required by the City, and satisfaction of all conditions of approval required by Resolution No. 22-18. The Final Plat is attached hereto as Exhibit A.
3. **Phased Development.** The City may refuse to approve final plats of subsequent additions of the plat if the Developer has breached this Agreement and the breach has not been remedied. Development of subsequent phases may not proceed until Development Agreements for such phases are approved by the City and are fully executed.
4. **Developer Plans.**
  - a. The Subdivision shall be developed in accordance with the following Developer Plans, original copies of which are on file with the City Engineer. The Developer Plans may be prepared and revised after entering into this Agreement but must be approved by the City before commencement of any work. If the plans vary from the written terms of this Agreement, this Agreement shall control.
  - b. The Developer Plans as of the date of this Agreement are:
    - i. Lake Amelia Woods civil plan set containing 8 sheets, prepared by Civil Methods, Inc., revised December 3, 2021, received June 11, 2022.
    - ii. Lake Amelia Woods Tree Preservation plan dated December 8, 2021, prepared by Midwest Natural Resources, received June 11, 2022.
5. **Permits.** The Developer shall be responsible for securing all site grading and development approvals and all other required permits from all appropriate Federal, State, Regional and Local jurisdictions prior to the commencement of site grading or construction and prior to the City awarding construction contracts for public improvements.

6. **Developer Improvements.** The Developer shall secure a contractor to install the improvements described in this paragraph, or otherwise required herein to be installed by Developer, hereinafter referred to as the "Developer Improvements," which contractor shall be approved by the City in its absolute and sole discretion. The Developer Improvements shall be constructed per the City Standard Specifications for Construction 2022, current version.

The cost of Developer Improvements is as shown on Exhibit B attached hereto. All Developer Improvements shall require City inspection and approval and, where appropriate, the approval of any other governmental agency having jurisdiction. The Developer shall construct and install at the Developer's expense the following improvements according to the following terms and conditions:

a. Site Grading

- i. No grading shall commence until all requirements of the Vadnais Lakes Water Management Organization (VLAWMO) have been satisfied.
- ii. All site grading shall be conducted in accordance with the grading plan as approved by the City and in accordance with NPDES and VLAWMO requirements. The Developer shall perform the work in accordance with a Storm Water Pollution Prevention Plan (SWPPP) pursuant to Minnesota Pollution Control Agency (MPCA) requirements.

b. Grading and Erosion Control

- i. The Developer shall grade the site to within 0.2 foot of the grades shown on the approved grading plan. No deviations will be allowed unless a revised plan is submitted and approved in writing by the City and all other regulatory agencies.
- ii. The street right-of-way, storm water storage ponds, and surface water drainage ways shall be graded in conjunction with the building construction. Four inches of topsoil and a City approved seed mix shall be installed within disturbed areas, and seed mix information shall be provided to the City.
- iii. The Developer shall be responsible for ascertaining that site geotechnical and groundwater conditions are adequate and conforming with the grading and site improvement as proposed. The Developer shall provide testing from an approved testing company.

- iv. The Developer's engineer shall certify in writing, with an as-built survey, that all grading complies with the approved grading plan prior to issuance of any building permits.
- v. The Developer shall promptly clear dirt and debris within public rights-of-way and drainage and utility easements resulting from construction by the Developer, its purchasers, builders and contractors within five (5) days after notification by the City. The Developer shall be responsible for all necessary street and storm sewer maintenance, including street sweeping, until all home construction is completed, unless otherwise released by the City. Warning signs shall be placed when hazards develop in streets to prevent the public from traveling on them, including detour signs if necessary. If and when the streets become impassable, such streets shall be barricaded and closed. The Developer shall maintain a smooth, hard driving surface and adequate drainage on all temporary streets.
- c. Street improvements - not applicable.
- d. Sidewalks, trails and street lighting - not applicable.
- e. Storm sewers including all necessary laterals, catch basins, inlets and other appurtenances, shall be furnished and installed.
- f. Sanitary sewer facilities shall be furnished and installed.
- g. Private wells shall be furnished and installed.
- h. The Developer shall place iron monuments at all lot, block, and outlot corners and at all other angle points on boundary lines consistent with the final plat. Iron monuments shall be placed after all street and lawn grading has been completed in order to preserve the lot markers for future property owners. Lot corner irons on the back property line shall be installed so that the top of the iron corresponds to the finished ground elevation in accordance with the approved grading plan. Guard stakes shall be appropriately installed to mark these irons.
- i. Landscaping shall be furnished and installed in accordance with the approved plans. The landscaping shall be maintained by the Developer until accepted by the City's Environmental Coordinator.

Developer shall be responsible for vegetative restoration of ponding areas, outlots, wetland mitigation areas, and other native planting areas identified on the plans in accordance with City Standard Specifications for Construction.

Developer shall provide a contract with a qualified firm for the establishment and maintenance of all open space / native plant areas. Said contract shall cover a minimum of the 3 year establishment period, from the date of planting.

- j. The Developer shall arrange for all gas, telecommunications, cable, internet, electric, and other necessary private utility services to the Subdivision in accordance with City Code and State law. The utilities are required to be located within a joint trench. The Developer is solely responsible for the cost of private utility and internet installation.
  - k. The Developer shall install mailboxes in accordance with Federal and Postal Service regulations.
  - l. The Developer shall install wetland buffer signs per City standard detail plates prior to the issuance of building permits.
7. **Time of Performance.** The Developer shall install all required improvements enumerated in Paragraph 6 by November 30, 2023. The Developer may request a reasonable extension of time from the City. If the extension is granted, it shall be conditioned upon updating the security posted by the Developer to reflect cost increases and the extended completion date.
8. **City Improvements.** No City installed improvements are proposed to be constructed for this subdivision.
9. **Record Drawings.**
- a. Upon project completion, Developer shall submit record drawings, in electronic format, of all public and private infrastructure improvements, including grading, sanitary sewer, watermain, storm sewer facilities, and roads, constructed by Developer as applicable. The files shall be drawn in Anoka County NAD 83 Coordinate system and provided in both AutoCAD .dwg and Adobe .pdf file formats. The plans shall include accurate locations, dimensions, elevations, grades, slopes and all other pertinent information concerning the complete work.
  - b. The Developer shall submit certified compaction testing results for the site grading operations that certify that grading work meets pertinent compaction requirements for the project.
  - c. No securities will be fully released until all record drawings have been submitted and accepted by the City Engineer.

10. **Faithful Performance of Construction Contracts and Security.**

- a. The Developer will fully and faithfully comply with all terms and conditions of any and all contracts entered into by the Developer for the installation and construction of all Developer Improvements. Concurrent with the execution hereof by the Developer, the Developer will furnish to, and at all times thereafter maintain with the City, a cash deposit, certified check, or Irrevocable Letter of Credit, based on one hundred fifty (150%) percent of the total estimated cost of Developer's Improvements as determined by the City Engineer.
  - b. Irrevocable Letter of Credit. If an Irrevocable Letter of Credit is utilized, it shall be for the exclusive use and benefit of the City of Lino Lakes and shall state that it is issued to guarantee and assure performance by the Developer of all the terms and conditions of this Development Agreement and construction of all required improvements referenced therein in accordance with the ordinances and specifications of the City. The letter shall be in a form, and from a bank, as approved by the City. The City reserves the right to draw, in whole or in part, on any portion of the Irrevocable Letter of Credit for the purpose of guaranteeing the terms and conditions of this agreement. The Irrevocable Letter of Credit shall be automatically extended for additional periods of one year from present or future expiration dates on an annual basis, unless at least sixty (60) days prior to the expiration date, the Community Development Director and City Engineer, are notified by certified mail or overnight courier, that the Letter of Credit will not be extended.
  - c. Public Improvement Surety Agreement, not applicable.
  - d. Reduction of Security. The Developer may request reduction of the Letter of Credit or cash deposit based on prepayment or the value of the completed improvements at the time of the requested reduction.
11. **Warranty.** The Developer warrants all utility work required to be performed by it against poor material and faulty workmanship for a period of two years after its completion and acceptance by the City. All new streets shall be warranted by the developer for a period of one year from the time the final inspection of the street is completed and accepted by the City Council. All trees, grass and sod shall be warranted to be alive, of good quality and disease free for 12 months after planting. Prior to final acceptance of the Developer Improvements the City shall require a Surety Bond or Cash Escrow to cover the warranty provisions of this Agreement. The amount shall be 20 % of the original cost of construction identify in Schedule B.
12. **Dedication.** The Developer shall dedicate to the City, at no cost to the City, any permanent or temporary easements that may be necessary for the construction and installation of the Developer Improvements. All such easements required by the City

shall be in writing, in recordable form, containing such terms and conditions as the City shall determine.

13. **Ownership of Improvements**. Upon completion and City acceptance of the work and construction required by this Agreement, the public improvements lying within public rights-of-way and easements shall become City property without further notice or action unless the improvements are to be deemed private infrastructure.
14. **Recording and Release**. The Developer agrees that the terms of this Development Agreement shall be a covenant on any and all property included in the Subdivision. The Developer agrees that the City shall have the right to record a copy of this Development Agreement with the Anoka County Recorder to give notice to future purchasers and owners. This shall be recorded against the Subdivision described on Page 1.
15. **Escrow for City's Costs**.
  - a. The Developer agrees to establish a non-interest bearing escrow account with the City in an amount determined by the City Administrator or their designee for the payment of all costs incurred by the City related to the development of the Subdivision including, but not limited to, the following (See Exhibit B for breakdown of costs):
    - i. Planning/ Review
    - ii. Administration - 3% of Developer Improvement Costs
    - iii. City Engineering and Legal
    - iv. Street lighting installation not applicable
    - v. Traffic signing improvements
    - vi. Boulevard tree planting
    - vii. Street, storm sewer and pond maintenance
    - viii. Property Taxes not applicable
  - b. If the above escrow amounts are insufficient, the Developer shall make such additional deposits as required by the City. The City shall have a right to reimburse itself from the Escrow with suitable documentation supporting the charges.

16. **Developer Fees.** At the time of execution of this Agreement, the Developer shall pay the following fees related to the development of the Subdivision (See Exhibit B for breakdown of costs):

a. Park Dedication

The Park Dedication Fee for this site is calculated as follows:

$$4 \text{ units} \times \$3,160.00 \text{ per unit} = \$12,640.00$$

b. Tree Preservation Mitigation Fee

The Tree Preservation Mitigation Fee for this site is calculated as follows:

$$81 \text{ trees} \times \$485.00 \text{ per tree} = \$39,285.00$$

- c. Maintenance and energy costs not applicable
- d. GIS Mapping Fees
- e. Trunk Sewer Connection Fees not applicable.
- f. Trunk Water Connection Fees not applicable.
- g. Surface Water Management Area Charges not applicable.

17. **Assessment of Charges and Waiver of Rights.**

- a. In consideration of the construction of City Improvements listed in Paragraph 8 and /or provision of sewer, water and storm water services, the Developer agrees that the costs of City Improvements together with Trunk Sewer Unit Charge, Trunk Water Unit Charge and the Surface Water Management Area Charge (collectively, "the Charges") may be assessed against the Subdivision parcels. The Developer hereby waives any and all procedural and substantive objections to the special assessments, including notice and hearing requirements, any claim that the assessments exceed the benefit to the properties, and any right to appeal.
- b. Unless the Developer pays the entire balance owed for the Charges contemporaneously with the execution of this Agreement, the Developer shall provide to the City a cash escrow or irrevocable letter of credit in an amount equal to 35% of the total assessments for the Charges as estimated by the City Engineer (see Exhibit B). The letter of credit shall be in a form, and from a bank, as approved by the City. The letter of credit or cash escrow may be used by the City upon default by Developer in the payment of special assessments. The cash

escrow or letter of credit shall remain in place throughout the term of the special assessments. The letter of credit may not be terminated without the City's written consent.

- c. Developer, its heirs, successors or assigns, agrees that within 30 days after the date of sale of a lot, the Developer, its heirs, successors or assigns, at its own cost and expense, shall pay the entire unpaid charges assessed or to be assessed under this Agreement against such property.
- d. If a certificate of occupancy is issued before the special assessments have been levied, the Developer, its heirs, successors or assigns shall pay the City the sum of cash equal to 120% of the Engineer's estimate of the special assessments for such Charges that would be levied against the property. Upon such payment the City shall issue a certificate showing the assessments are paid in full. Notwithstanding the issuance of said certificate, the Developer shall be liable to the City for any deficiency and the City shall pay the Developer any surplus arising from the payment based upon such estimate.
- e. Acceleration of Special Assessments upon Default. In the event the Developer violates any of the covenants, conditions or agreements herein, violates any ordinance, rule or regulation of the City, County of Anoka, State of Minnesota or other governmental entity having jurisdiction over the plat or development, or fails to pay when due any installment of any special assessment levied pursuant to this agreement, or any interest thereon, the City at its option, in addition to its rights and remedies hereunder, after 10 days written notice to the Developer, may declare all of the unpaid special assessments which are then estimated or levied pursuant to this agreement due and payable in full, with interest. The City may seek recovery of such special assessments due and payable from the security provided herein. In the event that such security is insufficient to pay the outstanding amount of such special assessments plus accrued interest the City may certify such outstanding special assessments in full to the County Auditor pursuant to Minnesota Statutes section 429.061, subdivision 3, for collection the following year. The City, at its option, may commence legal action against the Developer to collect the entire unpaid balance of the special assessments then estimated or levied pursuant hereto, with interest, including reasonable attorney's fees, and Developer shall be liable for such special assessments and, if more than one, such liability shall be joint and several. In addition to any other rights and remedies upon Developer's default, the City may refuse to issue building permits and/or Certificates of Occupancy for any property within the Subdivision until such time as such default has been corrected to the satisfaction of the City. The Developer agrees to reimburse the City for all costs incurred by the City in the enforcement of this agreement, or any portion thereof, including

court costs and reasonable engineering and attorneys' fees, if the City prevails in any enforcement action.

18. **Building Permits.** No building permits shall be issued until:

- a. Site grading, certified compaction testing, and gas, electric, telecommunication, cable and internet are installed and approved by the City.
- b. Security for Developer Improvement Costs is received by the City, and the Development escrow balance is sufficient as outlined in Section 15 b.

19. **Special Provisions** There are no special revisions.

20. **Hours of Construction Activity.**

All construction activity shall be limited to the hours as follows:

Monday through Friday	7:00 a.m. to 7:00 p.m.
Saturday	9:00 a.m. to 5:00 p.m.
Sunday and Holidays	No working hours allowed

21. **Insurance.** Developer or its general contractor shall take out and maintain until one year after the City accepted the Developer Improvements, public liability and property damage insurance covering personal injury, including death, and claims for property damage which may arise out of the Developer's or general contractor's work, as the case may be, or the work of its subcontractors or by one directly or indirectly employed by any of them. Limits for bodily injury and death shall be not less than Five Hundred Thousand and no/100 (\$500,000.00) Dollars for one person and Two Million and no/100 (\$2,000,000.00) Dollars for each occurrence; limits for property damage shall be not less than One Million and no/100 (\$1,000,000.00) Dollars for each occurrence; or a combination single limit policy of Two Million and no/100 (\$2,000,000.00) Dollars or more. The City, its employees, its agents and assigns shall be named as an additional insured on the policy, and the Developer or its general contractor shall file with the City a certificate evidencing coverage prior to the City signing the plat. The certificate shall provide that the City must be given ten days advance written notice of the cancellation of the insurance. The certificate may not contain any disclaimer for failure to give the required notice.

22. **Developer's Default.** In the event of default by the Developer as to any of the work to be performed by it hereunder, the City may, at its option, perform the work and the Developer shall promptly reimburse the City for any expense incurred by the City, including but not limited to attorney and engineering fees, provided the Developer is first given notice of the work in default, not less than 48 hours in advance. This Agreement is a license for the City to act, and it shall not be necessary for the City to seek a court order for permission to enter the land. When the City does any such work,

the City may, in addition to its other remedies, levy the cost in whole or in part as a special assessment against the Subject Property. Developer waives its rights to notice of hearing and hearing on such assessments and its right to appeal such assessments pursuant to Minnesota Statutes, chapter 429.

23. **General.**

a. Binding Effect

The terms and provisions hereof shall be binding upon and inure to the benefit of the heirs, representatives, successors and assigns of the parties hereto and shall be binding upon all future owners of all or any part of the Subdivision and shall be deemed covenants running with the land, unless otherwise released pursuant to section 14 of this Agreement.

b. Validity.

If a portion, section, subsection, sentence, clause, paragraph or phrase in this agreement is for any reason held to be invalid by a court of competent jurisdiction, such decision shall not affect or void any of the other provisions of the Development Agreement.

c. Notices

Whenever in this Agreement it shall be required or permitted that notice or demand be given or served by either party to this Agreement to or on the other party, such notice or demand shall be delivered personally, or mailed by United States mail to the addresses below, or sent by email to the email address below. Such notice or demand shall be deemed timely given when delivered personally or when deposited in the mail in accordance with the above or when emailed. The addresses of the parties are as set forth until changed by notice given as above.

CB Property, LLC.  
John Commers  
11841 Flanders Circle NE  
Blaine MN 55449  
John.commers@commers.com

Community Development Director  
City of Lino Lakes  
600 Town Center Parkway  
Lino Lakes, MN 55014  
mgrochala@linolakes.us

24. **Land Use Controls**

- a. The lots will have limited ability to construct accessory structures, decks and additions due to OHWL setbacks, floodplain, wetland buffers and topography.
- b. The Access Easement Agreement with exhibit related to the private driveway for 6351 20<sup>th</sup> Avenue shall be recorded.
- c. The Permanent Trail and Sidewalk Easement with exhibit shall be recorded.
- d. The Partial Release of Easement granted by Great River Energy (GRE) as it relates to the UPA Easement Doc. No. 413293 shall be recorded.
- e. A Declaration for Maintenance of Stormwater Facilities shall be recorded.
  - i. Stormwater basins are required to minimize stormwater and pollutants from entering public waters.
- f. A Wetland Buffer Declaration shall be recorded against each lot. Vegetated wetland buffers shall be managed and maintained in accordance with the declaration.
- g. A minimum 75 foot wide vegetated wetland buffer along Wetland A (lake) equivalent to the shore impact zone area shall be required as a stormwater management best management practice (BMP) to minimize runoff pollutants from entering the lake.
  - i. One (1) access opening to the lake no greater than 20 feet wide is allowed on each lot.
  - ii. Minimal impacts to the water willow, an identified rare, unique and significant resource along the lake shore, are allowed for the 20ft wide access.
  - iii. No structures are allowed in the wetland buffer such as water-orientated accessory structures, boat houses, paver patios, sheds, etc.
- h. All driveways shall be hard surfaced within the street right-of-way of CSAH 54/20<sup>th</sup> Avenue.
- i. A licensed septic designer shall locate a primary and alternate site for private septic systems on each lot with consideration of wetland buffers, soil types and limitations, topography and shoreland district. This information shall be provided with each single family home building permit application.
- j. No structures, stormwater facilities and private septic systems shall be located within the 150ft OHWL setback, 40ft CSAH 54 setback or 10ft side yard building setbacks.
  - i. One (1) water-oriented accessory structure may be setback 75 feet from the OHWL and outside the wetland buffer.
- k. No structures and septic systems shall be located in the wetland buffers.
- l. The City's review and comments on the ghost plat do not grant any rights to develop the property as depicted on the ghost plat.

IN WITNESS WHEREOF, the City and the Developer have caused this Development Agreement to be executed in their respective corporate names by their duly authorized officers, all as of the date and year first written above.

CITY OF LINO LAKES

By \_\_\_\_\_  
Mayor

ATTEST

By \_\_\_\_\_  
City Clerk

STATE OF MINNESOTA     )  
  ) SS  
COUNTY OF ANOKA        )

This instrument was acknowledged before me on \_\_\_\_\_ day of \_\_\_\_\_, 2022,  
by Rob Rafferty as Mayor of the City of Lino Lakes on behalf of said City.

\_\_\_\_\_  
Notary Public

STATE OF MINNESOTA     )  
  ) SS  
COUNTY OF ANOKA        )

This instrument was acknowledged before me on \_\_\_\_\_ day of \_\_\_\_\_, 2022,  
by Julianne Bartell as City Clerk of the City of Lino Lakes on behalf of said City.

\_\_\_\_\_  
Notary Public

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DRAFT

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Execution page of the Developer to the Development Agreement, dated as of the date and year first written above.

DEVELOPER

By \_\_\_\_\_

Its \_\_\_\_\_

STATE OF MINNESOTA     )  
  ) SS  
COUNTY OF \_\_\_\_\_ )

On this \_\_\_\_\_ day of \_\_\_\_\_, 2022, before me, a Notary Public within and for said County, personally appeared \_\_\_\_\_, \_\_\_\_\_ of \_\_\_\_\_ (Developer), who executed the foregoing instrument.

\_\_\_\_\_  
Notary Public

This instrument was drafted by:

City of Lino Lakes  
600 Town Center Parkway  
Lino Lakes, Minnesota 55014

---

**CONSENT AND SUBORDINATION**

\_\_\_\_\_, the holder of a mortgage dated \_\_\_\_\_, filed for record with the County Recorder, Anoka County, Minnesota, on \_\_\_\_\_, as Document No. \_\_\_\_\_, hereby consents to the recording of this Development Agreement and agrees that its rights in the property affected by the Development Agreement shall be subordinated thereto.

IN WITNESS WHEREOF, \_\_\_\_\_, has caused this Consent and Subordination to be executed this \_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
By:  
Its:

STATE OF MINNESOTA     )  
  ) SS  
COUNTY OF \_\_\_\_\_ )

On this \_\_\_\_ day of \_\_\_\_\_, 2022, before me, a Notary Public within and for said County, personally appeared \_\_\_\_\_, who executed the foregoing instrument.

\_\_\_\_\_  
Notary Public

**EXHIBIT A**

**Final Plat**

DRAFT

# LAKE AMELIA WOODS

KNOW ALL PERSONS BY THESE PRESENTS: That CB Property, LLC, a Minnesota limited liability company, fee owners of the following described property:

That part of Government Lot 8, Section 35, Township 31, Range 22, lying Westerly of the Westerly Right-of-Way line of County Road No. 54, except the North 14.70 feet of said Government Lot lying Easterly of the Southerly extension of the West line of the Northeast Quarter of the Northeast Quarter of Section 35.

AND

That part of Government Lot 7, Section 35, Township 31, Range 22, Anoka County, Minnesota, lying westerly of the westerly right of way line of County Road No. 54.

ABSTRACT

Has caused the same to be surveyed and platted as LAKE AMELIA WOODS and does hereby dedicate to the public for public use the public way and the drainage and utility easements as shown on this plat.

In witness whereof said CB Property, LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper officer this

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Signed: CB Property, LLC

\_\_\_\_\_  
John George Commers, Executive manager

STATE OF MINNESOTA  
COUNTY OF \_\_\_\_\_

This instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by John George Commers of CB Property, LLC, a Minnesota limited liability company.

\_\_\_\_\_  
\_\_\_\_\_  
Notary Public, \_\_\_\_\_, County, Minnesota  
My Commission Expires \_\_\_\_\_

I Joshua P. Schneider do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Joshua P. Schneider, Licensed Land Surveyor  
Minnesota License Number 44655

STATE OF MINNESOTA  
COUNTY OF \_\_\_\_\_

This instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by Joshua P Schneider.

\_\_\_\_\_  
\_\_\_\_\_  
Notary Public, \_\_\_\_\_, County, Minnesota  
My Commission Expires \_\_\_\_\_

CITY COUNCIL, CITY OF LINO LAKES, MINNESOTA

Approved by the City Council of the City of Lino Lakes, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

CITY COUNCIL, CITY OF LINO LAKES, MINNESOTA

By: \_\_\_\_\_, Mayor

By: \_\_\_\_\_, City Clerk

COUNTY SURVEYOR

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

By: \_\_\_\_\_, Clerk

By: \_\_\_\_\_  
Charles F. Gitzen  
Anoka County Surveyor

COUNTY AUDITOR/TREASURER

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20\_\_\_\_ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Property Tax Administrator

By \_\_\_\_\_, Deputy

COUNTY RECORDER/REGISTRAR OF TITLES  
COUNTY OF ANOKA, STATE OF MINNESOTA

I hereby certify that this plat of LAKE AMELIA WOODS was filed in the office of the County Recorder/Registrar of Titles for public record on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ o'clock \_\_\_\_M. and was duly recorded as Document Number \_\_\_\_\_.

\_\_\_\_\_  
County Recorder/Registrar of Titles

By \_\_\_\_\_, Deputy

# LAKE AMELIA WOODS

CITY OF LINO LAKES  
 COUNTY OF ANOKA  
 SEC. 35, TWP. 31, RNG. 22

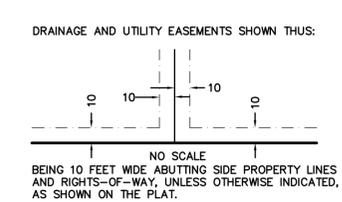
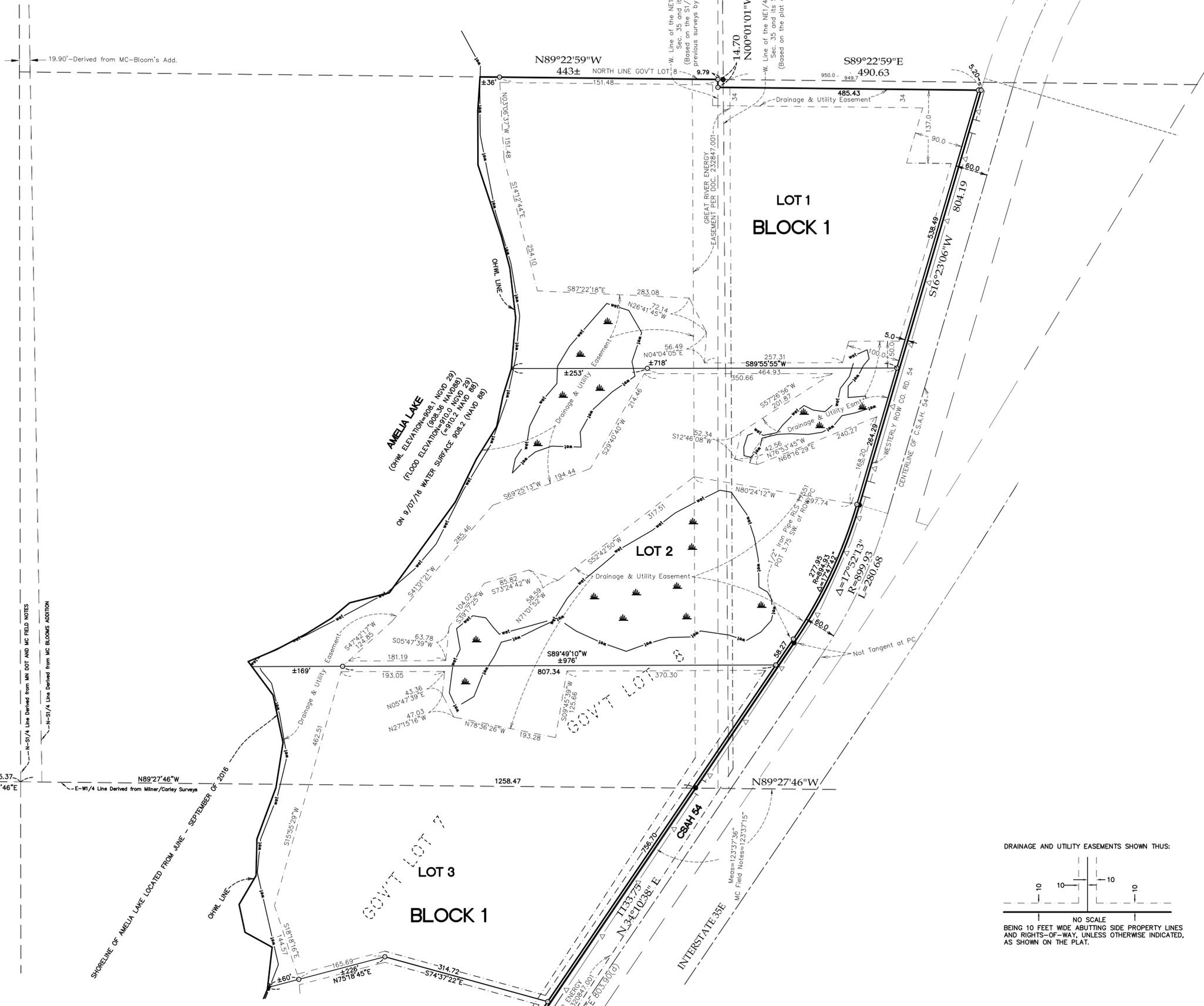


- DENOTES IRON MONUMENT FOUND
- ▬ DENOTES WETLAND
- △— DENOTES RIGHT OF ACCESS DEDICATED TO ANOKA COUNTY
- ⊕ DENOTES ANOKA COUNTY MONUMENT
- DENOTES MONUMENT TO BE SET WITHIN ONE YEAR AFTER THE RECORDING OF THIS PLAT, A 1/2 INCH BY 1/4 INCH IRON PIPE WITH PLASTIC CAP INSCRIBED 44655
- MC = DENOTES MEASUREMENT FROM MILNER CARLEY
- (d) = DENOTES DEED OR RECORD MEASUREMENT
- (m) = DENOTES FIELD MEASUREMENT

### BENCHMARK

BASIS FOR ELEVATION: NAVD 88  
 1. Anoka County Benchmark No. 3005- With an Elevation of 930.19  
 2. MnDot Benchmark Otter Mndt Reset- With an Elevation of 941.08  
 BENCHMARKS ARE NOT SHOWN ON SURVEY

BASIS FOR BEARINGS: NAD83 (1996) (VIA REAL TIME GPS MEASUREMENTS UTILIZING MINNESOTA DEPARTMENT OF TRANSPORTATION VRS NETWORK).



# LAKE AMELIA WOODS

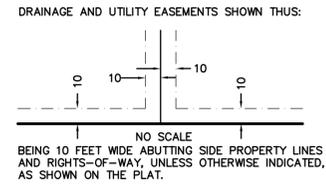
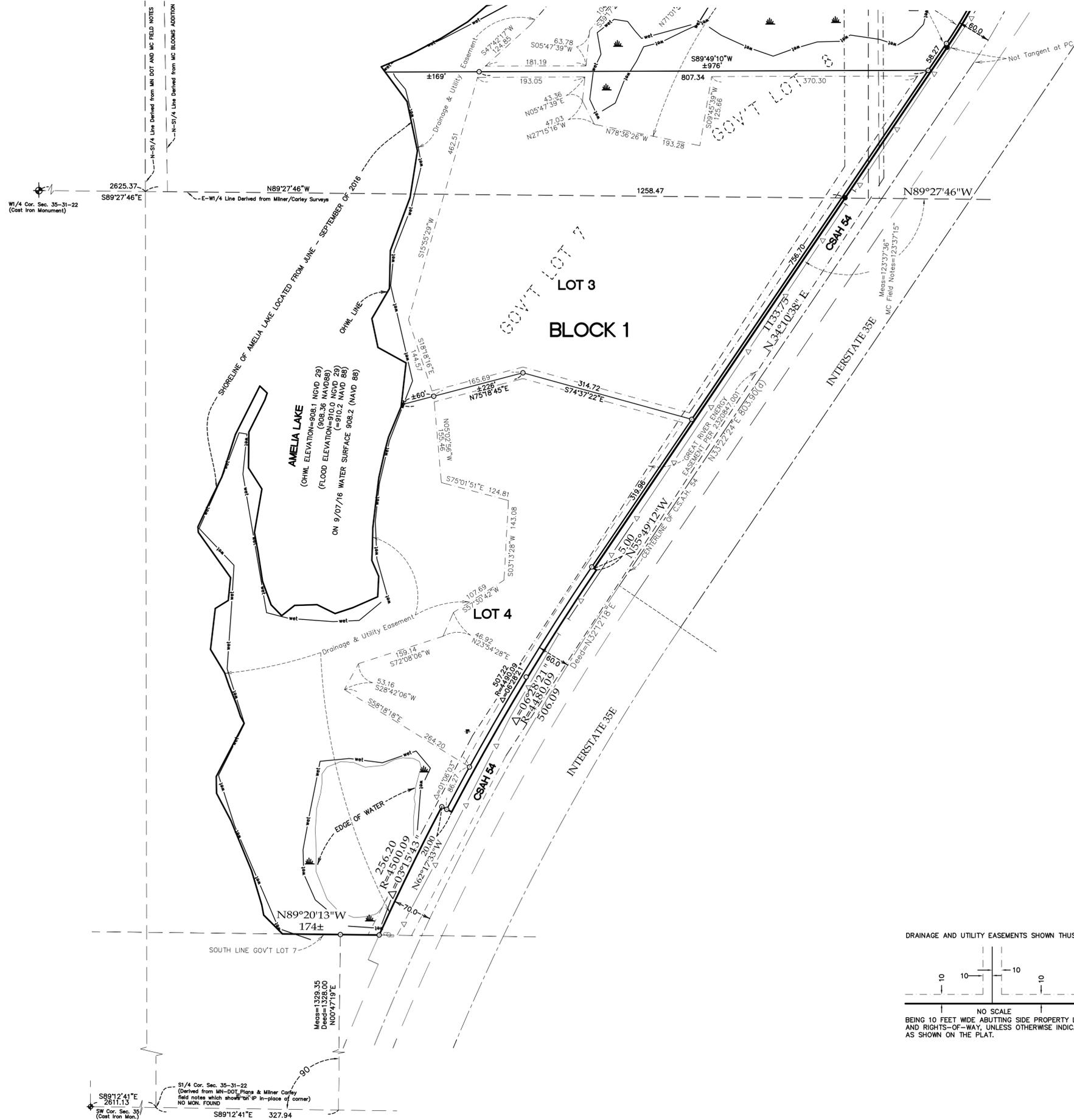


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**EXHIBIT B**

**Securities, Escrows & Fees**

DRAFT

**EXHIBIT B**  
**Securities, Escrows & Fees**

PROJECT: Lake Amelia Woods	NUMBER OF REU's:	4
APPLICANT: CB Property, LLC.	NO. OF LOT FRONTAGE:	4
	AREA (ACRES):	40.8

<b>IMPROVEMENTS</b>	<b>COST</b>
<u>DEVELOPER IMPROVEMENT COSTS (Private)</u>	
SITE GRADING	\$78,045
EROSION CONTROL	\$24,496
LANDSCAPING	\$6,530
PARKING LOT	\$0
STORM SEWER CONST.	\$5,000
SANITARY SEWER CONST.	\$0
WATERMAIN CONST.	\$0
LIGHTING	\$0
Total	\$114,071
Letter of Credit Amount X 35%	\$39,925

<u>ESCROW for CITY'S COSTS</u>	
PLANNING/ REVIEW	\$1,000
ADMINISTRATION	\$3,422
ENGINEER PLAN REVIEW	\$2,500
ENGINEER CONSTRUCTION SERVICES	\$2,852
PROJECT FINAL DOCUMENTS & CITY ENGINEER	\$2,500
STREET LIGHT INSTALLATION	\$0
STREET & STORMWATER MAINTENANCE	\$1,500
PROPERTY TAXES	\$0
TRAFFIC AND SIGNING IMPROVEMENTS	\$0
BOULEVARD TREE PLANTING	\$0
Total	\$13,774

<u>DEVELOPMENT FEES</u>	
PARK DEDICATION	\$12,640
PARK DEDICATION CREDIT	\$0
Subtotal Park Dedication Fee	\$12,640
TREE PRESERVATION MITIGATION FEE	\$39,285
AUAR	\$0
GIS MAPPING FEE	\$360
STREET LIGHTING OPERATION	\$0
Total	\$52,285

TRUNK SANITARY SEWER	
TRUNK CHARGE PER (ACRE OR UNIT)	\$0
AVAILABILITY CHARGE PER SAC UNIT	\$0
TRUNK SANITARY SEWER CREDIT	\$0
TRUNK WATERMAIN	
TRUNK CHARGE PER (ACRE OR UNIT)	\$0
AVAILABILITY CHARGE PER SAC UNIT	\$0
TRUNK WATERMAIN CREDIT	\$0
TOTAL TRUNK SEWER & WATER FEES	\$0

SURFACE WATER MANAGEMENT	
SURFACE WATER MANAGEMENT CREDIT	\$0
TOTAL SURFACE WATER MANAGEMENT FEES	\$0
Total	\$0
Letter of Credit Amount X 35%	\$0

<u>SUMMARY OF SECURITIES, ESCROW &amp; FEES</u>	
SECURITY: DEVELOPER IMP'MENT COSTS	\$39,925
ESCROW FOR CITY COSTS	\$13,774
DEVELOPMENT FEES	\$52,285
SECURITY: TRUNK FEES	\$0

# Lake Amelia Woods

City Council  
June 27, 2022



# Land Use Application

- Applicant: Tom Budzynski of TJB Homes
- Final Plat
  - 4 lots
- Subdivide 2 existing parcel into 4 rural lots
  - 10 acre lots
- Purpose of constructing 4 new single family homes
- November 8, 2021: Council approved Preliminary Plat



Amelia Lake

20th Ave

OTTER LAKE RD

84

35E

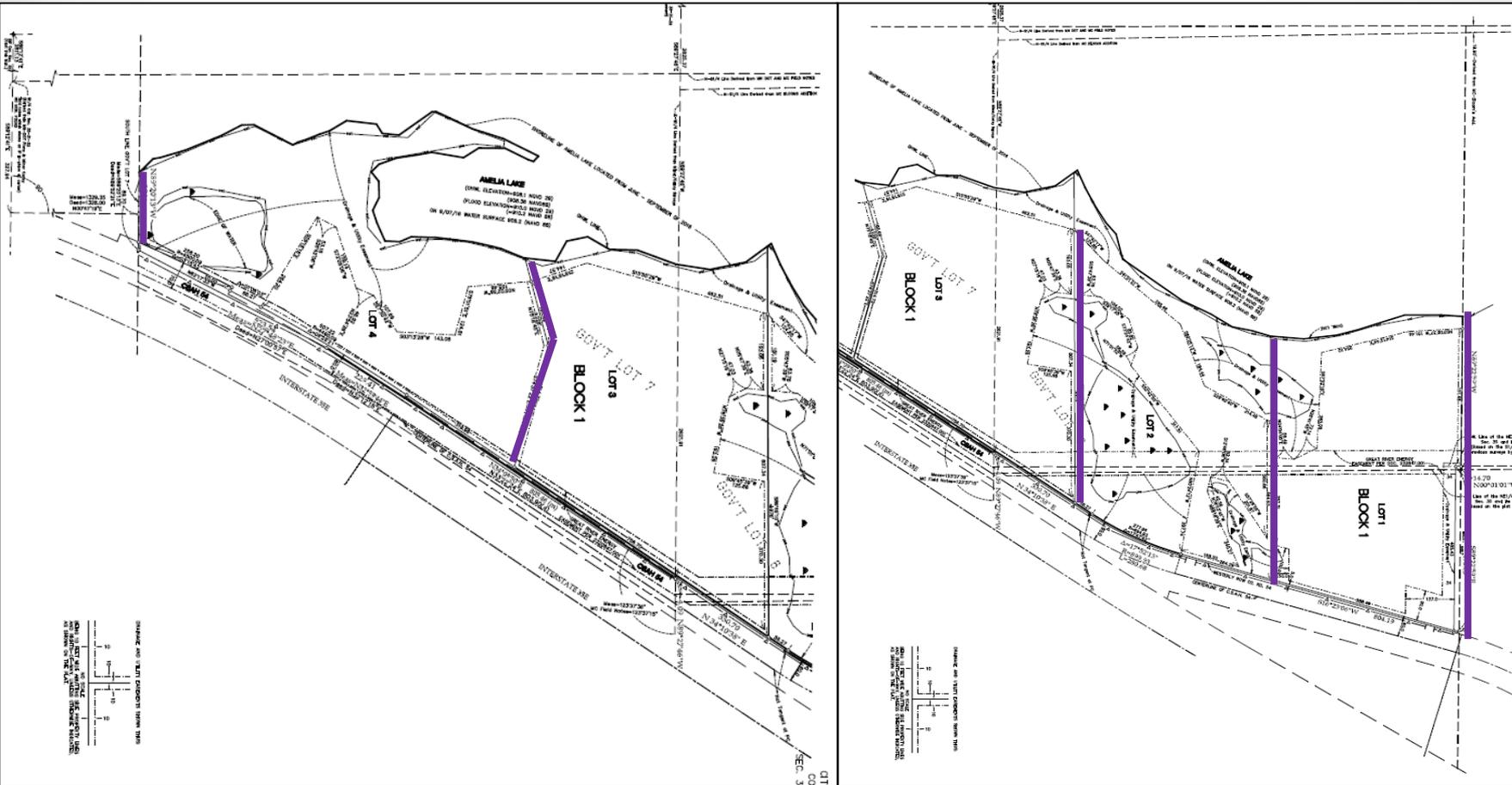
OTTER LAKE RD



# Aerial Map Lake Amelia Woods







- 4 lots
- Final plat is consistent with Preliminary Plat
- January 12, 2022: P&Z recommended approval of final plat

# Res. No. 22-18: Findings of Fact

- The final plat substantially conforms to the approved preliminary plat subject to the conditions listed below.
- The City Attorney has reviewed the status of title/property ownership related to the final plat.
- A Development Agreement has been drafted and shall be executed.
- Conditions attached to approval of the preliminary plat have been fulfilled or secured by the Development Agreement.
- All fees, charges and escrow related to the preliminary or final plat have been paid in full.

# Council Consideration

- Consider Resolution No. 22-18, Approving Final Plat
- Consider Resolution No. 22-19, Approving Development Agreement