



CITY COUNCIL AGENDA

Monday, August 28, 2023

6:30 p.m.

(Scheduled to be broadcast on Channel 16)

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

COUNCIL WORK SESSION, 6:00 P.M.

Community Room (not televised)

1. Review Regular Agenda

CITY COUNCIL MEETING, 6:30 P.M.

- Call to Order and Roll Call
- Pledge of Allegiance
- Public Comment (*in person or received in writing prior to meeting*):

The public comment period is a time to allow members of the public to speak to Council on City matters not on the agenda. Speakers are allowed four (4) minutes and speakers shall offer comments that are courteous and respectful. Comments that are abusive, harassing, that constitute an attack on others, including City staff, or that violate privacy rights, will not be permitted. Violation of these public comment rules will result in the speaker being ruled out of order and the termination of the comment.

- Setting the Agenda: Addition or deletion of agenda items

SPECIAL PRESENTATION

Oath of Fire Service – Firefighters Taylor Andres, Eric Curtis, and Matthew Jessen-Olson

1. CONSENT AGENDA

- A. Consider Approval of Expenditures for August 28, 2023 (Check No. 119179 through 119259) in the Amount of \$1,200,636.10
- B. Consider Approval of August 14, 2023 Work Session Minutes
- C. Consider Approval of August 14, 2023 Council Meeting Minutes
- D. Consider Approval of August 14, 2023 Special Council Budget Work Session Minutes
- E. Consider Resolution No. 23-88, Declaring Cost to Be Assessed and Calling Hearing on Proposed Assessment, 2023 Weed Abatement Charges, Michael Grochala
- F. Consider approval of an Exempt Gambling Permit for Lino Lakes Lions on October 7, 2023

- G. Consider Resolution 23-90, Approving a Special Event Permit for Eagle Brook Church

2. FINANCE DEPARTMENT REPORT

No report

3. ADMINISTRATION DEPARTMENT REPORT

- A. Consider Second Reading of Ordinance 07-23 Amending Chapter 617, Section 617.05 Regarding Licensing Ineligibility for Cannabinoid Licenses, Jolleen Chaika
Council may vote to dispense with the full reading of the ordinance
****A roll call vote is required for adoption of an ordinance***

4. PUBLIC SAFETY DEPARTMENT REPORT

- A. Cannabis Use in Public Spaces, John Swenson
- i. Consider Second Reading of Ordinance 05-23, Amending Chapter 301 to Prohibit use of Cannabis on Public Property
 - ii. Consider Second Reading of Ordinance 06-23, Enacting Chapter 502 to Prohibit Use of Cannabis in Public Places
****Council may vote to dispense with the full reading of the ordinance***
****A roll call vote is required for adoption of an ordinance***
- B. Consider Appointment of Police Officer, Meg Sawyer
- C. Consider Approval of Sale of Part-time Duty Crew Firefighter Turnout Gear, Dan L'Allier

5. PUBLIC SERVICES DEPARTMENT REPORT

No report

6. COMMUNITY DEVELOPMENT REPORT

- A. Consider Resolution No. 23-84, Approving Payment No. 4 and Final, 2022 Street Rehabilitation Project, Diane Hankee
- B. Consider Resolution No. 23-85, Prohibiting Parking on Both Sides of Lake Drive (CSAH 23) between Aqua Lane and Main Street, Diane Hankee
- C. Milestones Addition, Katie Larsen
- i. Consider Resolution No. 23-86 Approving Final Plat
 - ii. Consider Resolution No. 23-87 Approving Development Agreement
- D. Consider 1st Reading Ordinance No. 08-23, Amending City Code Section 901.03 Related to Construction Working Hour Restrictions, Michael Grochala
**** Council may vote to dispense with the full reading of the ordinance***

- E. Consider 1st Reading Ordinance No. 09-23, Approving Sale of Land to JAVA Companies, LLC, Lots 12 & 13, Block 2, Carole Estates 2nd Addition and Part of 7685 Lake Drive, Michael Grochala

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

- F. Consider Resolution No. 23-89, Authorizing a Feasibility Study, 2024 Street Reconstruction Project and Feasibility Study for Municipal Sewer and Water Extension, Diane Hankee

7. UNFINISHED BUSINESS

None

8. NEW BUSINESS

None

Adjournment

Following the adjournment of the Regular Meeting, the City Council will reconvene for the following meeting:

- ***Budget Work Session. This Work Session will be held at City Hall and is open to the public.***

Community Calendar – A Look Ahead		
August 28, 2023 through September 11, 2023		
➤ Wednesday, August 30	6:30 pm, Council Chambers	Environmental Board
➤ Monday, September 4	CITY HALL CLOSED	Labor Day Holiday
➤ Tuesday, September 5	6:00 pm, Community Room	City Council Work Session
➤ Wednesday, September 6	6:30 pm, Council Chambers	Park Board
➤ Thursday, September 7	8:00 am, Community Room	EDAC
➤ Monday, September 11	6:00 pm, Community Room	Council Work Session
➤ Monday, September 11	6:30 pm, Council Chambers	City Council Meeting



Expenditures

August 28, 2023

Check #119179 to #119259

\$1,200,636.10

Accounts Payable

Check Detail

User: jessica.eller
Printed: 08/23/2023 - 8:59AM



Check Number	Check Date		Amount
800 - Advanced Graphix Inc. Line Item Account			
119181	08/28/2023		
Inv	212188		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/08/2023	Fire Patches for Various Vehicles	101-421-4214-000	500.00
Inv 212188 Total			500.00
119181 Total:			500.00
800 - Advanced Graphix Inc. Total:			
			500.00
2030 - Advantage Signs & Graphics, Inc. Line Item Account			
119182	08/28/2023		
Inv	00058585		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/11/2023	No Parking Signs (48)	101-430-4223-000	217.44
Inv 00058585 Total			217.44
119182 Total:			217.44
2030 - Advantage Signs & Graphics, Inc. Total:			
			217.44
13 - AFLAC Line Item Account 101-000-2040-000			
119183	08/28/2023		
Inv	884547		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/12/2023	August Insurance Premiums	101-000-2040-000	261.48
Inv 884547 Total			261.48
119183 Total:			261.48
13 - AFLAC Total:			
			261.48
1657 - Aker Doors, Inc. Line Item Account			
119184	08/28/2023		

Check Number	Check Date		Amount
Inv	54161		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/10/2023	Service & Adjust Door	101-432-4300-503	329.00
Inv 54161 Total			329.00
119184 Total:			329.00
1657 - Aker Doors, Inc. Total:			329.00
1979 - All Safe Global Line Item Account			
119185	08/28/2023		
Inv	208611		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/09/2023	Troubleshoot Ground Fault in Fire Panel	101-432-4300-000	756.00
Inv 208611 Total			756.00
119185 Total:			756.00
1979 - All Safe Global Total:			756.00
25 - American Legal Publishing Corp Line Item Account			
119186	08/28/2023		
Inv	27146		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	2023 S-10 Supplement Pages	101-402-4410-000	2,417.89
Inv 27146 Total			2,417.89
119186 Total:			2,417.89
25 - American Legal Publishing Corp Total:			2,417.89
33 - Anoka County Attorney's Office Line Item Account			
119187	08/28/2023		
Inv	21-043808		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/16/2023	Forfeiture Distribution	209-420-4300-000	363.00
Inv 21-043808 Total			363.00
Inv	21-152584		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/17/2023	Forfeiture Distribution	208-420-4300-000	49.50
Inv 21-152584 Total			49.50

Check Number	Check Date		Amount
Inv	21-221060		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/17/2023	Forfeiture Distribution	207-420-4300-000	38.00
Inv 21-221060 Total			38.00
119187 Total:			450.50
33 - Anoka County Attorney's Office Total:			450.50
54 - Aspen Mills, Inc. Line Item Account			
119188	08/28/2023		
Inv	317714		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/04/2023	Uniform Allowance - A. Ng	101-420-4370-000	76.95
Inv 317714 Total			76.95
Inv	317841		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/08/2023	Uniform Allowance - M. Reineke	101-420-4370-000	14.64
Inv 317841 Total			14.64
119188 Total:			91.59
54 - Aspen Mills, Inc. Total:			91.59
1927 - AV For You, LLC Line Item Account			
119189	08/28/2023		
Inv	38869		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/17/2023	AV Services - Projector	205-497-4410-000	440.00
Inv 38869 Total			440.00
119189 Total:			440.00
1927 - AV For You, LLC Total:			440.00
85 - Bluetarp Financial, Inc. Line Item Account			
119190	08/28/2023		
Inv	H34763/G		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/17/2023	Parts to Repair Drinking Fountain - Lino Park	101-450-4211-000	21.98

Check Number	Check Date		Amount
		Inv H34763/G Total	21.98
		119190 Total:	21.98
85 - Bluetarp Financial, Inc. Total:			21.98
2040 - Bond Trust Services Corporation Line Item Account			
119191	08/28/2023		
		Inv 82359	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/14/2023	10/1/2023 Debt Service Payment Ref:339129	339-470-6020-000	52,768.75
		Inv 82359 Total	52,768.75
		119191 Total:	52,768.75
2040 - Bond Trust Services Corporation Total:			52,768.75
117 - Central Pension Fund Line Item Account 101-000-2040-000			
119179	08/18/2023		
		Inv August 2023	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/17/2023	Central Pension Fund	101-000-2040-000	5,736.00
		Inv August 2023 Total	5,736.00
		119179 Total:	5,736.00
117 - Central Pension Fund Total:			5,736.00
121 - CenturyLink Line Item Account 101-432-4321-503			
119192	08/28/2023		
		Inv 333266979	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/10/2023	Phone & Internet Services	202-451-4321-000	60.52
		Inv 333266979 Total	60.52
		Inv 6517843659805	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/10/2023	Phone & Internet Services	101-432-4321-503	61.66
		Inv 6517843659805 Total	61.66
		Inv 7637846219687	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/10/2023	Pool Emergency Phone Services	202-451-4321-000	131.19

Check Number	Check Date		Amount
		Inv 7637846219687 Total	131.19
		119192 Total:	253.37
		121 - CenturyLink Total:	253.37
		761 - Comcast Line Item Account 101-432-4321-502	
		119193 08/28/2023	
		Inv 0163083	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		08/05/2023 Phone & Internet Services 601-494-4321-000	165.70
		Inv 0163083 Total	165.70
		119193 Total:	165.70
		761 - Comcast Total:	165.70
		146 - Como Lube & Supplies, Inc. Line Item Account	
		119194 08/28/2023	
		Inv 697452	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		08/07/2023 Used Oil Filter Recycling 101-431-4300-000	60.00
		Inv 697452 Total	60.00
		119194 Total:	60.00
		146 - Como Lube & Supplies, Inc. Total:	60.00
		1278 - Core & Main LP Line Item Account	
		119195 08/28/2023	
		Inv T363078	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		08/11/2023 Stock Gate Valve & Watermain Repair Parts 601-494-4211-000	2,889.61
		Inv T363078 Total	2,889.61
		Inv T398955	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		08/16/2023 Meters 601-494-4215-000	9,757.35
		Inv T398955 Total	9,757.35
		119195 Total:	12,646.96

Check Number	Check Date		Amount
1278 - Core & Main LP Total:			12,646.96
157 - Crown Marking, Inc. Line Item Account			
119196	08/28/2023		
Inv	OE-87800		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/17/2023	Name Plate - L. Sachi	101-432-4200-000	35.81
Inv OE-87800 Total			35.81
119196 Total:			35.81
157 - Crown Marking, Inc. Total:			35.81
1012 - Custom Fire Apparatus, Inc. Line Item Account			
119197	08/28/2023		
Inv	0022626-IN		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/28/2023	Spartan Chassis 1 of 2	402-421-5000-000	499,946.00
Inv 0022626-IN Total			499,946.00
Inv	0022635-IN		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/17/2023	Cab Tunnel Insulation Kit #625	101-431-4410-000	3,447.41
Inv 0022635-IN Total			3,447.41
119197 Total:			503,393.41
1012 - Custom Fire Apparatus, Inc. Total:			503,393.41
167 - Dalco, Inc. Line Item Account			
119198	08/28/2023		
Inv	4117089		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/07/2023	Spray Bottle (6)	202-451-4211-000	14.46
Inv 4117089 Total			14.46
Inv	4118437		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/09/2023	Paper Towel, Can Liners, Disinfectant & Sanitizer	101-432-4211-000	535.76
Inv 4118437 Total			535.76
119198 Total:			550.22

167 - Dalco, Inc. Total: 550.22

175 - Delta Dental of Minnesota Line Item Account

119199 08/28/2023
 Inv September 2023

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/01/2023	Dental Insurance Premiums	101-431-4134-000	130.16
09/01/2023	Dental Insurance Premiums	101-430-4134-000	283.27
09/01/2023	Dental Insurance Premiums	101-407-4134-000	127.60
09/01/2023	Dental Insurance Premiums	101-450-4134-000	234.81
09/01/2023	Dental Insurance Premiums	601-494-4134-000	153.12
09/01/2023	Dental Insurance Premiums	101-463-4134-000	12.76
09/01/2023	Dental Insurance Premiums	603-496-4134-000	20.41
09/01/2023	Dental Insurance Premiums	101-421-4134-000	74.03
09/01/2023	Dental Insurance Premiums	101-462-4134-000	10.21
09/01/2023	Dental Insurance Premiums	101-416-4134-000	51.04
09/01/2023	Dental Insurance Premiums	202-451-4134-000	204.17
09/01/2023	Dental Insurance Premiums	101-418-4134-000	51.04
09/01/2023	Dental Insurance Premiums	101-422-4134-000	178.66
09/01/2023	Dental Insurance Premiums	101-000-2040-000	370.93
09/01/2023	Dental Insurance Premiums	101-000-2044-000	1,657.48
09/01/2023	Dental Insurance Premiums	101-461-4134-000	15.31
09/01/2023	Dental Insurance Premiums	101-420-4134-000	1,304.13
09/01/2023	Dental Insurance Premiums	602-495-4134-000	153.12
09/01/2023	Dental Insurance Premiums	101-402-4134-000	51.05
09/01/2023	Dental Insurance Premiums	101-432-4134-000	7.66

Inv September 2023 Total 5,090.96

119199 Total: 5,090.96

175 - Delta Dental of Minnesota Total: 5,090.96

2039 - Eco Water Line Item Account

119200 08/28/2023
 Inv 2023-00586

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/17/2023	Permit Voided	101-000-3253-000	55.20

Inv 2023-00586 Total 55.20

119200 Total: 55.20

2039 - Eco Water Total: 55.20

193 - Emergency Automotive Technologies Line Item Account

119201 08/28/2023
 Inv MP080923-52

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
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Check Number	Check Date		Amount
08/09/2023	LED Strobe for Pushbumper #318	101-431-4221-000	97.44
	Inv MP080923-52 Total		97.44
119201 Total:			97.44
193 - Emergency Automotive Technologies Total:			97.44
204 - Factory Motor Parts Company Line Item Account			
119202	08/28/2023		
	Inv 159-091281		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/11/2023	Serpentine Belt #398	101-431-4221-000	25.48
	Inv 159-091281 Total		25.48
	Inv 159-091453		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/15/2023	Serpentine Belt #302	101-431-4221-000	25.48
	Inv 159-091453 Total		25.48
	Inv 159-091478		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/15/2023	Battery #302	101-431-4221-000	131.22
	Inv 159-091478 Total		131.22
119202 Total:			182.18
204 - Factory Motor Parts Company Total:			182.18
209 - Fastenal Company Line Item Account			
119203	08/28/2023		
	Inv MNTC3225891		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/01/2023	Signs Hardware	101-430-4211-000	100.24
	Inv MNTC3225891 Total		100.24
119203 Total:			100.24
209 - Fastenal Company Total:			100.24
210 - Ferguson Waterworks #2518 Line Item Account			
119204	08/28/2023		

Check Number	Check Date		Amount
Inv	0517267		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/09/2023	Curb Stop Repair Parts	601-494-4211-000	213.40
Inv 0517267 Total			213.40
119204 Total:			213.40
210 - Ferguson Waterworks #2518 Total:			213.40
1369 - Forest Lake Contracting, Inc. Line Item Account			
119205	08/28/2023		
Inv	6848		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	Replacing Luminaires at Traffic Signals	101-430-4385-000	2,329.52
Inv 6848 Total			2,329.52
119205 Total:			2,329.52
1369 - Forest Lake Contracting, Inc. Total:			2,329.52
249 - Grainger Line Item Account			
119206	08/28/2023		
Inv	9797236792		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/08/2023	Belts (3) #409	101-431-4221-000	69.78
Inv 9797236792 Total			69.78
Inv	9801946469		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/11/2023	Snow Pusher	101-430-4240-000	143.69
Inv 9801946469 Total			143.69
119206 Total:			213.47
249 - Grainger Total:			213.47
271 - Hawkins, Inc. Line Item Account			
119207	08/28/2023		
Inv	6548637		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/10/2023	Chlorine & LPC-5	601-494-4222-000	8,178.99
Inv 6548637 Total			8,178.99

Check Number	Check Date		Amount
Inv 6551121			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/15/2023	Chlorine Cylinders	601-494-4222-000	30.00
Inv 6551121 Total			30.00
Inv 6553020			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/15/2023	Chlorine Cylinder	601-494-4222-000	10.00
Inv 6553020 Total			10.00
Inv 6553945			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/15/2023	LPC-5	601-494-4222-000	3,229.92
Inv 6553945 Total			3,229.92
Inv 6555054			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/16/2023	Pool Chemical Supplies	202-451-4222-000	867.92
Inv 6555054 Total			867.92
119207 Total:			12,316.83
271 - Hawkins, Inc. Total:			12,316.83
306 - Image Printing & Graphics, Inc Line Item Account			
119208	08/28/2023		
Inv 164943			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/16/2023	Rookery BHD Parade Handout	205-497-4211-000	187.68
Inv 164943 Total			187.68
119208 Total:			187.68
306 - Image Printing & Graphics, Inc Total:			187.68
1955 - Infinite Health Collaborative, PA Line Item Account			
119209	08/28/2023		
Inv TCOINV06988			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	Wellness Team Education	210-420-4410-000	687.50
Inv TCOINV06988 Total			687.50

Check Number	Check Date		Amount
119209 Total:			687.50
1955 - Infinite Health Collaborative, PA Total:			687.50
311 - Instrumental Research, Inc. Line Item Account			
119210	08/28/2023		
Inv	5027		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/04/2023	July Water Testing	601-494-4410-000	377.00
Inv 5027 Total			377.00
119210 Total:			377.00
311 - Instrumental Research, Inc. Total:			377.00
313 - Interstate Power Systems, Inc. Line Item Account			
119211	08/28/2023		
Inv	R001201190:01		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/15/2023	Bled Lines - 600 Town Center Pkwy	101-432-4300-503	1,884.00
Inv R001201190:01 Total			1,884.00
119211 Total:			1,884.00
313 - Interstate Power Systems, Inc. Total:			1,884.00
314 - Intoximeters, Inc. Line Item Account			
119212	08/28/2023		
Inv	740720		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/10/2023	Mouthpieces	101-420-4211-000	110.00
Inv 740720 Total			110.00
119212 Total:			110.00
314 - Intoximeters, Inc. Total:			110.00
338 - Kennedy & Graven, Chartered Line Item Account			
119213	08/28/2023		
Inv	176100		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/15/2023	July Legal General Financial	101-415-4300-000	264.00
08/15/2023	July Legal Industrial Building TIF District	419-499-4300-000	538.32

Check Number	Check Date		Amount
Inv 176100	Total		802.32
			<hr/>
119213	Total:		802.32
			<hr/>
338 - Kennedy & Graven, Chartered	Total:		802.32
782 - L.T.G. Power Equipment Line Item Account			
119214	08/28/2023		
Inv	279395		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/15/2023	Stock Lawnmower Blades (2)	101-431-4221-000	150.68
Inv 279395	Total		150.68
			<hr/>
119214	Total:		150.68
			<hr/>
782 - L.T.G. Power Equipment	Total:		150.68
1615 - Lennar MN Division Line Item Account			
119215	08/28/2023		
Inv	2022-00155		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/08/2023	Escrow Release - 7380 Forest Ln	801-000-2318-000	6,400.00
Inv 2022-00155	Total		6,400.00
Inv	2022-00156		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/08/2023	Escrow Release - 7376 Forest Ln	801-000-2318-000	5,900.00
Inv 2022-00156	Total		5,900.00
Inv	2022-00412		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/10/2023	Escrow Release - 7356 Crane Dr	801-000-2318-000	4,900.00
Inv 2022-00412	Total		4,900.00
Inv	2022-00413		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/08/2023	Escrow Release - 7381 Forest Ln	801-000-2318-000	5,900.00
Inv 2022-00413	Total		5,900.00
Inv	2022-00415		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/08/2023	Escrow Release - 7365 Forest Ln	801-000-2318-000	5,900.00

Check Number	Check Date	Amount
Inv 2022-00415 Total		5,900.00
Inv 2022-00417		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
08/08/2023	Escrow Release - 7369 Forest Ln	801-000-2318-000
		5,900.00
Inv 2022-00417 Total		5,900.00
Inv 2022-00418		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
08/08/2023	Escrow Release - 7384 Forest Ln	801-000-2318-000
		6,400.00
Inv 2022-00418 Total		6,400.00
Inv 2022-00419		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
08/08/2023	Escrow Release - 7373 Forest Ln	801-000-2318-000
		4,900.00
Inv 2022-00419 Total		4,900.00
Inv 2022-00420		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
08/16/2023	Escrow Release - 7377 Forest Ln	801-000-2318-000
		5,900.00
Inv 2022-00420 Total		5,900.00
Inv 2022-00421		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
08/16/2023	Escrow Release - 7388 Forest Ln	801-000-2318-000
		5,900.00
Inv 2022-00421 Total		5,900.00
Inv 2022-00446		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
08/02/2023	Escrow Release - 7364 Crane Dr	801-000-2318-000
		3,900.00
Inv 2022-00446 Total		3,900.00
Inv 2022-00447		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
08/10/2023	Escrow Release - 7360 Crane Dr	801-000-2318-000
		5,900.00
Inv 2022-00447 Total		5,900.00
Inv 2022-00474		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
08/08/2023	Escrow Release - 7393 Forest Ln	801-000-2318-000
		5,900.00
Inv 2022-00474 Total		5,900.00

Check Number	Check Date		Amount
Inv	2022-00575		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/08/2023	Escrow Release - 7385 Forest Ln	801-000-2318-000	5,900.00
Inv 2022-00575 Total			5,900.00
Inv	2022-00790		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/08/2023	Escrow Release - 7389 Forest Ln	801-000-2318-000	5,900.00
Inv 2022-00790 Total			5,900.00
Inv	2022-01838		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/08/2023	Escrow Release - 7396 Forest Ln	801-000-2318-000	5,900.00
Inv 2022-01838 Total			5,900.00
Inv	2022-01928		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/08/2023	Escrow Release - 7397 Forest Ln	801-000-2318-000	5,900.00
Inv 2022-01928 Total			5,900.00
Inv	2022-01930		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2023	Escrow Release - 7368 Crane Dr	801-000-2318-000	4,900.00
Inv 2022-01930 Total			4,900.00
Inv	2022-01931		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/08/2023	Escrow Release - 2141 Watermark Way	801-000-2318-000	3,900.00
Inv 2022-01931 Total			3,900.00
Inv	2022-01933		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/14/2023	Escrow Release - 7392 Forest Ln	801-000-2318-000	5,900.00
Inv 2022-01933 Total			5,900.00

119215 Total: 112,000.00

1615 - Lennar MN Division Total: 112,000.00

2013 - LRE Water Line Item Account

119216 08/28/2023

Inv 23892

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
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Check Number	Check Date		Amount
08/21/2023	Water Permit Appeal Modeling	601-494-4304-000	685.00
Inv 23892 Total			685.00
119216 Total:			685.00
2013 - LRE Water Total:			685.00
394 - Macqueen Equipment, Inc. Line Item Account			
119217	08/28/2023		
Inv P18412			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/07/2023	SCBA Flow Test	101-421-4410-000	2,980.00
Inv P18412 Total			2,980.00
119217 Total:			2,980.00
394 - Macqueen Equipment, Inc. Total:			2,980.00
399 - Mansfield Oil Company Line Item Account 101-431-4212-000			
119218	08/28/2023		
Inv 24538775			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/14/2023	Diesel for PD Generator - 330 Gallons	101-431-4212-000	1,268.46
Inv 24538775 Total			1,268.46
Inv 24549094			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/17/2023	Diesel - 1,200 Gallons	101-431-4212-000	4,396.13
Inv 24549094 Total			4,396.13
119218 Total:			5,664.59
399 - Mansfield Oil Company Total:			5,664.59
416 - Medica Line Item Account			
119219	08/28/2023		
Inv September 2023			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/12/2023	Health Insurance Premiums	101-407-4131-000	2,406.60
08/12/2023	Health Insurance Premiums	601-494-4131-000	1,447.45
08/12/2023	Health Insurance Premiums	101-450-4131-000	2,216.38
08/12/2023	Health Insurance Premiums	101-461-4131-000	176.60
08/12/2023	Health Insurance Premiums	101-000-2040-000	1,622.24
08/12/2023	Health Insurance Premiums	101-463-4131-000	147.16

Check Number	Check Date		Amount
08/12/2023	Health Insurance Premiums	101-432-4131-000	88.30
08/12/2023	Health Insurance Premiums	101-000-2041-000	8,938.30
08/12/2023	Health Insurance Premiums	101-421-4131-000	1,571.52
08/12/2023	Health Insurance Premiums	101-431-4131-000	908.99
08/12/2023	Health Insurance Premiums	101-420-4131-000	18,799.22
08/12/2023	Health Insurance Premiums	603-496-4131-000	176.59
08/12/2023	Health Insurance Premiums	101-416-4131-000	588.64
08/12/2023	Health Insurance Premiums	602-495-4131-000	1,447.45
08/12/2023	Health Insurance Premiums	101-430-4131-000	3,263.54
08/12/2023	Health Insurance Premiums	202-451-4131-000	1,801.61
08/12/2023	Health Insurance Premiums	101-462-4131-000	117.73
08/12/2023	Health Insurance Premiums	101-418-4131-000	588.65
08/12/2023	Health Insurance Premiums	101-422-4131-000	2,373.20
Inv September 2023 Total			48,680.17
119219 Total:			48,680.17
416 - Medica Total:			48,680.17
418 - Menards - Forest Lake Line Item Account			
119220	08/28/2023		
Inv	14978		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/08/2023	Curb Stop Repair Supplies	601-494-4211-000	67.53
Inv 14978 Total			67.53
Inv	15389		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/14/2023	Bolts for Spindles (2) #405	101-431-4221-000	8.58
Inv 15389 Total			8.58
Inv	15449		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/15/2023	Materials for Concrete Pad at Lift 2	602-495-4211-000	60.43
Inv 15449 Total			60.43
119220 Total:			136.54
418 - Menards - Forest Lake Total:			136.54
420 - Met Council Environmental Services (SAC) Line Item Account			
119221	08/28/2023		
Inv	July 2023		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	July 2023 SAC	101-000-2120-000	34,790.00
07/31/2023	July 2023 SAC	101-000-3414-000	-347.90

Check Number	Check Date		Amount
		Inv July 2023 Total	34,442.10
		119221 Total:	34,442.10
		420 - Met Council Environmental Services (SAC) Total:	34,442.10
		421 - Metro Sales Incorporated Line Item Account	
119222	08/28/2023	Inv INV2336751	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
	08/02/2023	Copier Maintenance Contract Ricoh/MP 4055SP Copier	36.00
		Inv INV2336751 Total	36.00
		Inv INV2346298	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
	08/17/2023	Copier Maintenance Contract Ricoh/IM C3500 Color Copier	773.06
		Inv INV2346298 Total	773.06
		119222 Total:	809.06
		421 - Metro Sales Incorporated Total:	809.06
		1969 - Metro-INET Line Item Account	
119223	08/28/2023	Inv 1437	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
	05/19/2023	Remote Desktop License - Eng Tech	281.00
		Inv 1437 Total	281.00
		Inv 1438	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
	08/08/2023	Network Firewall Replace	2,600.00
		Inv 1438 Total	2,600.00
		119223 Total:	2,881.00
		1969 - Metro-INET Total:	2,881.00
		1036 - Minnesota Petroleum Service Line Item Account	
119224	08/28/2023	Inv 0000129979	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	

Check Number	Check Date		Amount
08/03/2023	Chip Key Reader	101-432-4211-500	427.00
Inv 0000129979 Total			427.00
119224 Total:			427.00
1036 - Minnesota Petroleum Service Total:			427.00
451 - MN Department of Labor & Industry Line Item Account 101-432-4452-000			
119225	08/28/2023		
Inv	ABR0307621X		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/29/2023	Boiler & Pressure Vessel (2)	101-432-4452-000	30.00
Inv ABR0307621X Total			30.00
119225 Total:			30.00
451 - MN Department of Labor & Industry Total:			30.00
455 - MN Metro North Tourism Board Line Item Account 101-415-4900-000			
119226	08/28/2023		
Inv	July 2023		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	July 2023 Tourism Tax	101-415-4900-000	9,439.00
Inv July 2023 Total			9,439.00
119226 Total:			9,439.00
455 - MN Metro North Tourism Board Total:			9,439.00
480 - NCPERS Group Life Insurance Line Item Account 101-000-2040-000			
119180	08/18/2023		
Inv	August 2023		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/18/2023	Life Insurance Premiums	101-000-2040-000	336.00
Inv August 2023 Total			336.00
119180 Total:			336.00
480 - NCPERS Group Life Insurance Total:			336.00
UB*00130 - NELSON, MATTHEW Line Item Account			
119227	08/28/2023		

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/16/2023	Refund Check 021235-000, 364 ARROWHEAD DR	601-000-2020-000	15.00
08/16/2023	Refund Check 021235-000, 364 ARROWHEAD DR	603-000-2020-000	12.00
08/16/2023	Refund Check 021235-000, 364 ARROWHEAD DR	602-000-2020-000	58.52
08/16/2023	Refund Check 021235-000, 364 ARROWHEAD DR	601-000-2020-000	10.10
08/16/2023	Refund Check 021235-000, 364 ARROWHEAD DR	601-000-2020-000	2.43

Inv Total	98.05
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119227 Total:	98.05
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UB*00130 - NELSON, MATTHEW Total:	98.05
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1772 - North Country Chevrolet Buick GMC Line Item Account

119228 08/28/2023

Inv 28549

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/17/2023	2023 Chevrolet Tahoe #322	402-420-5000-000	39,750.12

Inv 28549 Total	39,750.12
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Inv 28589

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/17/2023	2023 Chevrolet Tahoe #321	402-420-5000-000	39,750.12

Inv 28589 Total	39,750.12
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Inv 28738

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/17/2023	2023 Chevrolet Tahoe #323	402-420-5000-000	39,750.12

Inv 28738 Total	39,750.12
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119228 Total:	119,250.36
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1772 - North Country Chevrolet Buick GMC Total:	119,250.36
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508 - Optum Line Item Account

119229 08/28/2023

Inv 0001468654

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/12/2023	June Retiree & Cobra Fees	101-402-4410-000	90.00

Inv 0001468654 Total	90.00
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Inv 0001476568

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/08/2023	July Retiree & Cobra Fees	101-402-4410-000	90.00

Check Number	Check Date		Amount
		Inv 0001476568 Total	90.00
		119229 Total:	180.00
		508 - Optum Total:	180.00
		509 - O'Reilly Automotive Stores Line Item Account	
119230	08/28/2023	Inv 5914-256168	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
	08/08/2023	Oxygen Sensor #392	47.50
		Inv 5914-256168 Total	47.50
		119230 Total:	47.50
		509 - O'Reilly Automotive Stores Total:	47.50
		511 - Otter Lake Animal Care Center Line Item Account	
119231	08/28/2023	Inv 238403	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
	08/14/2023	Boarding	395.00
		Inv 238403 Total	395.00
		119231 Total:	395.00
		511 - Otter Lake Animal Care Center Total:	395.00
		532 - Philip's Tree Care Line Item Account	
119232	08/28/2023	Inv 13132	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
	08/15/2023	Weed Control	240.00
		Inv 13132 Total	240.00
		119232 Total:	240.00
		532 - Philip's Tree Care Total:	240.00
		546 - Pomp's Tire Service, Inc. Line Item Account	
119233	08/28/2023		

Check Number	Check Date		Amount
Inv	150172915		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/28/2023	Mount & Balance Tires #621	101-431-4410-000	634.01
Inv 150172915 Total			634.01
119233 Total:			634.01
546 - Pomp's Tire Service, Inc. Total:			634.01
551 - Premium Waters, Inc. Line Item Account 101-432-4410-500			
119234	08/28/2023		
Inv	608417-07-23		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	Kandiyohi Water	101-432-4410-500	87.04
Inv 608417-07-23 Total			87.04
119234 Total:			87.04
551 - Premium Waters, Inc. Total:			87.04
552 - Press Publications, Inc. Line Item Account			
119235	08/28/2023		
Inv	782508		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/10/2023	2022 Annual TIF Disclosure Statement	101-407-4340-000	236.88
Inv 782508 Total			236.88
Inv	783036		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/17/2023	Ord. No. 04-23 Repealing Ord. No. 01-22	101-402-4340-000	28.20
Inv 783036 Total			28.20
119235 Total:			265.08
552 - Press Publications, Inc. Total:			265.08
1092 - Quadient Finance USA, Inc. Line Item Account 101-432-4322-000			
119236	08/28/2023		
Inv	8/15/2023		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/15/2023	Postage Machine Postage	101-432-4322-000	500.00
Inv 8/15/2023 Total			500.00

Check Number	Check Date		Amount
119236 Total:			500.00
1092 - Quadient Finance USA, Inc. Total:			500.00
1451 - Ritter & Ritter Sewer Service, Inc. Line Item Account			
119237	08/28/2023		
Inv	173314		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	Clean Lift Stations	602-495-4300-000	2,376.00
Inv 173314 Total			2,376.00
119237 Total:			2,376.00
1451 - Ritter & Ritter Sewer Service, Inc. Total:			2,376.00
588 - Safety-Kleen Systems, Inc. Line Item Account			
119238	08/28/2023		
Inv	CN17123472		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/04/2023	Solvent	101-431-4211-000	50.42
Inv CN17123472 Total			50.42
119238 Total:			50.42
588 - Safety-Kleen Systems, Inc. Total:			50.42
1593 - Shred-it, c/o Stericycle, Inc. Line Item Account			
119239	08/28/2023		
Inv	8004468991		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/03/2023	Document Destruction	101-402-4410-000	34.83
08/03/2023	Document Destruction	101-420-4410-000	69.65
Inv 8004468991 Total			104.48
119239 Total:			104.48
1593 - Shred-it, c/o Stericycle, Inc. Total:			104.48
638 - State of MN - Department of Finance Line Item Account			
119240	08/28/2023		
Inv	18-274676-2		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
11/01/2022		Forfeiture Distribution	209-420-4300-000 159.80
Inv 18-274676-2 Total			159.80
Inv 19-252696-2			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/01/2022	Forfeiture Distribution	209-420-4300-000	47.60
Inv 19-252696-2 Total			47.60
Inv 19-325394-2			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/01/2023	Forfeiture Distribution	209-420-4300-000	1.40
Inv 19-325394-2 Total			1.40
Inv 21-063684-2			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/01/2022	Forfeiture Distribution	209-420-4300-000	111.80
Inv 21-063684-2 Total			111.80
Inv 21-068689-2			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/01/2022	Forfeiture Distribution	209-420-4300-000	318.80
Inv 21-068689-2 Total			318.80
Inv 21-164962-2			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/01/2022	Forfeiture Distribution	209-420-4300-000	240.60
Inv 21-164962-2 Total			240.60
119240 Total:			<hr/> 880.00
119241	08/28/2023		
Inv 21-032351			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/17/2023	Forfeiture Distribution	208-420-4300-000	4.00
Inv 21-032351 Total			4.00
Inv 21-221060			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/17/2023	Forfeiture Distribution	207-420-4300-000	19.00
Inv 21-221060 Total			19.00
119241 Total:			<hr/> 23.00

Check Number	Check Date		Amount
638 - State of MN - Department of Finance Total:			903.00
645 - Streicher's, Inc. Line Item Account			
119242	08/28/2023		
Inv	I1616461		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/10/2023	Dept 40mm Launcher	402-420-4240-420	1,410.00
Inv I1616461 Total			1,410.00
Inv	I1648336		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/07/2023	Dept 40 mm Launcher	402-420-4240-420	3,086.56
Inv I1648336 Total			3,086.56
119242 Total:			4,496.56
645 - Streicher's, Inc. Total:			4,496.56
647 - Summit Fire Protection, Inc. Line Item Account			
119243	08/28/2023		
Inv	I30083999		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/12/2023	Annual Sprinkler Inspection of 3 Wet Systems	101-432-4300-503	633.00
Inv I30083999 Total			633.00
119243 Total:			633.00
647 - Summit Fire Protection, Inc. Total:			633.00
651 - T.A. Schifsky and Sons, Inc. Line Item Account			
119244	08/28/2023		
Inv	I019135-000-4		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/14/2023	2022 Street Rehabilitation Project - Final	421-499-4400-142	57,902.88
Inv I019135-000-4 Total			57,902.88
119244 Total:			57,902.88
651 - T.A. Schifsky and Sons, Inc. Total:			57,902.88
659 - Tessman Company Line Item Account			
119245	08/28/2023		

Check Number	Check Date		Amount
Inv	S381961-IN		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/15/2023	Fertilizer	101-450-4211-000	840.00
Inv S381961-IN Total			840.00
119245 Total:			840.00
659 - Tessman Company Total:			840.00
2028 - Total Entertainment/Kidsdance Line Item Account			
119246	08/28/2023		
Inv	8511		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/09/2023	Summer Camp Dance Party	202-451-4410-610	400.00
Inv 8511 Total			400.00
119246 Total:			400.00
2028 - Total Entertainment/Kidsdance Total:			400.00
671 - Trans Union LLC Line Item Account			
119247	08/28/2023		
Inv	05326284		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/25/2023	New Liquor License Holder Credit Check	101-402-4300-000	12.30
Inv 05326284 Total			12.30
Inv	07325818		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/25/2023	Background Check	101-402-4300-000	21.03
Inv 07325818 Total			21.03
119247 Total:			33.33
671 - Trans Union LLC Total:			33.33
679 - Turfwerks/Davis Equipment Corp Line Item Account			
119248	08/28/2023		
Inv	EI18103		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/09/2023	Lawnmower Blades (9) and Spindle #409	101-431-4221-000	523.50
Inv EI18103 Total			523.50

119248 Total:	523.50
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679 - Turfwerks/Davis Equipment Corp Total:	523.50
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681 - Twin Cities Transport & Recovery Line Item Account

119249 08/28/2023

Inv 23-0810-158518

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/10/2023	Tow Charge ICR #21221060 2011 Chevrolet Malibu	207-420-4300-000	100.00

Inv 23-0810-158518 Total	100.00
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Inv 23-0810-158519

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/10/2023	Tow Charge ICR #21152584 2003 Ford Ranger	208-420-4300-000	100.00

Inv 23-0810-158519 Total	100.00
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Inv 23-0810-158520

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/10/2023	Tow Charge ICR #21032351 2001 Buick Regal	208-420-4300-000	100.00

Inv 23-0810-158520 Total	100.00
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119249 Total:	300.00
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681 - Twin Cities Transport & Recovery Total:	300.00
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682 - Twin City Fab, Inc. Line Item Account

119250 08/28/2023

Inv 31394

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/09/2023	Light Pole Repair	101-430-4385-000	285.00

Inv 31394 Total	285.00
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119250 Total:	285.00
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682 - Twin City Fab, Inc. Total:	285.00
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686 - U.S. Bank Line Item Account

119251 08/28/2023

Inv 7026461

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/08/2023	2013A Paying Agent Termination Fee	336-470-6030-000	1,000.00

Check Number	Check Date		Amount
Inv 7026461	Total		1,000.00
Inv 7026743			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/09/2023	2016A Paying Agent Termination Fee	340-470-6030-000	1,000.00
Inv 7026743	Total		1,000.00
Inv 7026746			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/09/2023	2015A Paying Agent Termination Fee	338-470-6030-000	1,000.00
Inv 7026746	Total		1,000.00
Inv 7026747			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/09/2023	2015 EDA Paying Agent Termination Fee	339-470-6030-000	1,000.00
Inv 7026747	Total		1,000.00
Inv 7026779			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/10/2023	2012A Paying Agent Termination Fee	335-470-6030-000	1,000.00
Inv 7026779	Total		1,000.00
Inv 7026803			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/10/2023	2014A Paying Agent Termination Fee	337-470-6030-000	1,000.00
Inv 7026803	Total		1,000.00
Inv 7026804			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/10/2023	2018A Paying Agent Termination Fee	344-470-6030-000	1,000.00
Inv 7026804	Total		1,000.00
Inv 7026807			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/10/2023	2007A Paying Agent Termination Fee	332-470-6030-000	1,000.00
Inv 7026807	Total		1,000.00
Inv 7026880			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/11/2023	2020A Paying Agent Termination Fee	345-470-6030-000	1,000.00
Inv 7026880	Total		1,000.00

Inv 7026885

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/11/2023	2021A Paying Agent Termination Fee	346-470-6030-000	1,000.00

Inv 7026885 Total	1,000.00
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119251 Total:	10,000.00
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686 - U.S. Bank Total:	10,000.00
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687 - U.S. Bank Visa Line Item Account

119252 08/28/2023

Inv 8/7/2023

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/07/2023	Verizon/Monthly Cell Phone Services	101-421-4321-000	341.20
08/07/2023	Holiday/July Car Washes	101-431-4211-000	434.50
08/07/2023	NeoGov/Job Posting - PW Maintenance Worker	101-402-4340-000	125.00
08/07/2023	Amazon/Pulse Oximeter (2)	101-420-4240-000	45.90
08/07/2023	When I Work/Monthly Subscription Fee	202-451-4310-000	440.00
08/07/2023	City of Eagan/Summer Camp Field Trip to Cascade Bay	202-451-4410-610	250.00
08/07/2023	Amazon/Sheet Protectors	202-451-4200-000	24.47
08/07/2023	Gerber/Uniform Allowance - E. Heu	101-420-4370-000	113.64
08/07/2023	Amazon/Liquid Reagent & Chlorine Reagent (2)	202-451-4222-000	52.92
08/07/2023	Anoka County/BHD Parade Permit Fee	205-497-4211-000	50.00
08/07/2023	First Student/Transportation for Field Trip to Cascade Bay	202-451-4410-610	820.00
08/07/2023	Allina Health System/Q3 2022 Training	101-421-4330-000	960.00
08/07/2023	Lino Lakes One Stop/Non-Oxy Fuel	101-431-4212-000	16.25
08/07/2023	APWA/Tuition - B. Olander	101-431-4330-000	262.36
08/07/2023	Best Version Media/Monthly Ad in Lino Living Magazine	202-451-4900-000	238.15
08/07/2023	Walmart/Hooks	202-451-4200-000	9.28
08/07/2023	Amazon/USB Flash Drives	101-432-4200-000	16.99
08/07/2023	Green Lights Recycling/Flourescent Bulb Recycling	101-432-4384-000	19.71
08/07/2023	Viking Electric/LED Emergency Light (2)	101-432-4211-503	55.64
08/07/2023	Positive Promotions/Returned Night to Unite Supplies	101-421-4214-000	-335.40
08/07/2023	Zoro/Taillight Housings (2) #200	101-431-4221-000	56.95
08/07/2023	City of Eagan/Summer Camp Field Trip to Cascade Bay	202-451-4410-610	50.00
08/07/2023	Amazon/Uniform Allowance - K. Sinna	101-420-4370-000	6.99
08/07/2023	Bunker Beach/Summer Camp Field Trip to Bunker Beach	202-451-4410-610	504.00
08/07/2023	S&S Worldwide/Summer Camp Markers	202-451-4200-610	94.49
08/07/2023	Amazon/Cartridge Fuses (3)	202-451-4211-000	22.47
08/07/2023	Walmart/Summer Camp Milk	202-451-4200-610	1.58
08/07/2023	Amazon/Returned Battery & Charger for Investigation Camera	101-420-4240-000	-67.90
08/07/2023	KORE Essentials/Uniform Allowance - K. Kraemer	101-420-4370-000	66.90
08/07/2023	Amazon/Leadership Book	101-402-4330-000	21.94
08/07/2023	Amazon/Battery & Charger for Investigation Camera	101-420-4240-000	29.97
08/07/2023	Discount Mugs/Fidget Spinners	205-497-4211-000	1,792.00
08/07/2023	Sherwin-Williams/Paint	202-451-4211-000	47.36
08/07/2023	Pizza T/Food for Reserve Meeting	101-420-4386-000	71.77
08/07/2023	Allina Health System/Q2 2022 Training	101-421-4330-000	960.00
08/07/2023	Walmart/Coffee Supplies	202-451-4200-000	28.14
08/07/2023	Amazon/Uninterruptible Power Supply (UPS) Battery Replacement	101-432-4211-503	189.99
08/07/2023	Amazon/Pop Up Canopy (6) & Weight Bags for Canopy (2)	202-451-4200-805	1,038.66
08/07/2023	Webstaurant/Popcorn	205-497-4211-000	66.56
08/07/2023	USA Inflatables/Bounce House Rental	205-497-4211-000	566.17

Check Number	Check Date	Amount
08/07/2023	Amazon/HDMI Cable (2)	101-422-4200-000 20.78
08/07/2023	Amazon/Laptop Chargers (2)	101-432-4200-000 31.78
08/07/2023	Galls/Uniform Allowance - C. Schirmers	101-420-4370-000 229.96
08/07/2023	4imprint/Stadium Cups (1,000)	205-497-4211-000 876.16
08/07/2023	Verizon/Monthly Cell Phone Services	101-420-4321-000 1,667.71
08/07/2023	Home Depot/Concrete Mix	101-450-4211-000 29.28
08/07/2023	Fleet Farm/Primer Bulb for PD Generator	101-432-4211-000 25.28
08/07/2023	Amazon/Copyholder	202-451-4200-000 9.93
08/07/2023	Home Depot/Solder & Soldering Iron	202-451-4211-000 37.46
08/07/2023	Michaels/Summer Camp Paint Brushes & Fabric Markers	202-451-4200-610 22.37
08/07/2023	Amazon/Grabber Tool	101-462-4200-000 12.99
08/07/2023	Home Depot/Masking Tape & N95 Masks	202-451-4211-000 18.46
08/07/2023	Amazon/Lifeguard Rescue Tubes (2)	202-451-4200-000 143.98
08/07/2023	Black Box Customs/Uniform Allowance - A. Hallin	101-420-4370-000 44.74
08/07/2023	National Tactical Officer Assoc./Membership - N. Hamann	101-420-4452-000 35.00
08/07/2023	Parkonect/Parking Fee	601-494-4301-000 9.00
08/07/2023	Home Depot/Lumber for Boardwalk & Screws	101-450-4211-000 197.67
08/07/2023	Amazon/Battery & Charger for Investigation Camera	101-420-4240-000 67.90
08/07/2023	Home Depot/Door Sweeps (2), Masking Tape, Wasp Spray & Clean	202-451-4211-000 37.99
08/07/2023	Amazon/Post-it Notes	101-432-4200-000 16.99
08/07/2023	Amazon/Badminton Shuttlecocks Birdies	202-451-4200-605 15.67
08/07/2023	Mission Critical Concepts/Tuition - N. Hamann	101-420-4330-000 475.00
08/07/2023	Amazon/Uniform Allowance - M. DeMars	101-420-4370-000 57.60
08/07/2023	MNGFOA/2023 Annual Conference - H. Lynch	101-407-4330-000 250.00
08/07/2023	Amazon/Wireless Keyboard & Mouse	101-432-4200-000 25.49
08/07/2023	Shutterstock/Stock Photos Monthly License Fee	204-499-4452-000 29.00
08/07/2023	Amazon/Swimming Pool Test Kit	202-451-4211-000 19.99
08/07/2023	Walmart/Summer Camp Craft Supplies	202-451-4200-610 60.62
08/07/2023	Walmart/Craft Supplies & Hooks	202-451-4200-000 14.45
08/07/2023	Blaine Lock & Safe/Keys & Tags	101-432-4410-000 20.50
08/07/2023	All Seasons Rental/Tiller Rental for Clearwater Creek Park	101-450-4415-000 79.20
08/07/2023	U of M/Tuition - A. Nelson	603-496-4330-000 185.00
08/07/2023	Home Depot/Lumber for Boardwalk	101-450-4211-000 134.70
08/07/2023	Home Depot/Hornet Spray	101-450-4211-000 37.08
08/07/2023	U of M/Tuition - A. Nelson	101-461-4330-000 125.00
08/07/2023	Amazon/Ballons & Ping Pong Balls	202-451-4200-610 27.87
08/07/2023	Sherwin-Williams/Paint	202-451-4211-000 207.84
08/07/2023	Cub Foods/Safety Training Refreshments	101-430-4211-000 49.95
08/07/2023	Amazon/Liquid Reagent (2)	202-451-4211-000 25.90
08/07/2023	Caribou Coffee/Coffee for EDAC Meeting	101-415-4200-000 19.27
08/07/2023	Amazon/Ice Pops	205-497-4211-000 140.22
08/07/2023	Amazon/Wireless Mouse	101-432-4200-000 12.99
08/07/2023	GFOA/Training Book	101-407-4330-000 78.35
08/07/2023	Bill's Superette/Non-Oxy Fuel	101-431-4212-000 60.67
08/07/2023	Amazon/Uniform Allowance - A. Hallin	101-420-4370-000 56.13
08/07/2023	Costco/Batteries	101-420-4211-000 69.60
08/07/2023	When I Work/5 Additional Seats - Scheduling Software	202-451-4310-000 16.77
08/07/2023	Postive Promotions/Night to Unite Supplies	101-421-4214-000 531.86
08/07/2023	Fleet Farm/Child Life Vests (3)	202-451-4200-000 119.97
08/07/2023	Calibre Press/Tuition - S. Bonczek	101-420-4330-000 199.00
08/07/2023	Amazon/Stapler (3)	202-451-4200-805 10.64
08/07/2023	Home Depot/Ant Killer	101-432-4211-000 16.87
08/07/2023	Amazon/Patrol Fire Extinguisher	101-420-4240-000 160.00
08/07/2023	Discount Mugs/Summer Camp Frisbees	202-451-4200-610 340.00
08/07/2023	Amazon/USB Charger Cable	101-422-4200-000 11.99
08/07/2023	Pizza T/Employee Appreciation - Pizza for Rookery Employees	101-401-4900-000 21.31
08/07/2023	Amazon/USG, Hanging Folders & Dashboard Car Mount	602-495-4200-000 43.52
08/07/2023	Social Indoor/BHD Ads	205-497-4900-000 600.00

Check Number	Check Date		Amount
08/07/2023		Amazon/HDMI Cable	101-422-4200-000 5.98
08/07/2023		MNCPA/2023 Audits of Local Governments Conference - H. Lynch	101-407-4330-000 325.00
08/07/2023		Amazon/Binders & File Folders	202-451-4200-000 108.84
08/07/2023		Forestry Suppliers Inc./Landscaping Tools	101-463-4240-000 183.65
08/07/2023		Xtreme Apparel/LLPD Firearm Safety Hats	101-420-4213-000 236.25
08/07/2023		Amazon/Patrol Rifle Light Batteries	101-420-4211-000 22.86
08/07/2023		SiteOne Landscape Supply/Rain Bird & Nylon Globe Valve	101-450-4211-000 27.67
08/07/2023		Amazon/Parade Float Decorations & Duck Game (2)	205-497-4211-000 47.81
08/07/2023		Amazon/Telephone Cord	101-432-4200-000 5.60
08/07/2023		Walmart/Summer Camp Dish Soap, Polish Remover, Freezies & Be	202-451-4200-610 39.60
08/07/2023		Walmart/Dry Erase Markers & Cleaner	202-451-4200-000 14.62
08/07/2023		Amazon/Squad Key Tags	101-420-4240-000 11.98
08/07/2023		Amazon/Pool Test Kit (2)	202-451-4211-000 25.14
08/07/2023		Amazon/USB Flash Drives	202-451-4200-000 16.99
08/07/2023		Frattallone's/Spray Paint & Staples	101-430-4223-000 16.05
08/07/2023		Zero9 Holsters/Uniform Allowance - M. Carlson	101-420-4370-000 113.98
08/07/2023		Dairy Queen/Retirement Supplies - M. Nelson	101-420-4211-000 4.58
08/07/2023		Home Depot/Concrete Tools	101-450-4211-000 76.35
08/07/2023		Amazon/Stop Push Button Switch	202-451-4211-000 16.99
08/07/2023		Pizza T/Employee Appreciation - Pizza for Rookery Employees	101-401-4900-000 27.73
08/07/2023		Target/Night to Unite Supplies	101-420-4214-000 7.64
08/07/2023		Home Depot/Shelf, Screws, Anchors & Cleaning Supplies	202-451-4211-000 216.80
08/07/2023		Amazon/USG, Hanging Folders & Dashboard Car Mount	601-494-4200-000 43.51

Inv 8/7/2023 Total 18,969.72

119252 Total: 18,969.72

687 - U.S. Bank Visa Total: 18,969.72

1669 - U.S. CAD Holdings LLC Line Item Account

119253 08/28/2023

Inv INV58761

Line Item Date	Line Item Description	Line Item Account	
08/15/2023	Bluebeam Revu Standard Renewal Maintenance & Support	101-418-4410-000	109.00
08/15/2023	Bluebeam Revu Standard Renewal Maintenance & Support	101-461-4410-000	109.00
08/15/2023	Bluebeam Revu Standard Renewal Maintenance & Support	101-417-4410-000	109.00
08/15/2023	Bluebeam Revu Standard Renewal Maintenance & Support	101-422-4300-000	436.00
08/15/2023	Bluebeam Revu Standard Renewal Maintenance & Support	101-416-4410-000	109.00

Inv INV58761 Total 872.00

119253 Total: 872.00

1669 - U.S. CAD Holdings LLC Total: 872.00

698 - Valley-Rich Co., Inc. Line Item Account

119254 08/28/2023

Inv 32308

Line Item Date	Line Item Description	Line Item Account	
07/13/2023	Water Main Repair	601-494-4300-000	8,434.38

Check Number	Check Date		Amount
Inv 32308 Total			8,434.38
			<hr/>
119254 Total:			8,434.38
			<hr/>
698 - Valley-Rich Co., Inc. Total:			8,434.38
1447 - Wheeler Hardware Company Line Item Account			
119255	08/28/2023		
Inv	SPI142941		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/11/2023	Restroom ADA Repair	101-432-4300-503	600.06
Inv SPI142941 Total			600.06
			<hr/>
119255 Total:			600.06
			<hr/>
1447 - Wheeler Hardware Company Total:			600.06
729 - Winnick Supply, Inc. Line Item Account			
119256	08/28/2023		
Inv	023362		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/16/2023	Oxygen & Acetylene for the Torch Set	101-431-4221-000	56.51
Inv 023362 Total			56.51
			<hr/>
119256 Total:			56.51
			<hr/>
729 - Winnick Supply, Inc. Total:			56.51
1863 - WorkStrategies Line Item Account			
119257	08/28/2023		
Inv	846845032		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/15/2023	Employment Testing	101-402-4300-000	185.00
Inv 846845032 Total			185.00
			<hr/>
119257 Total:			185.00
			<hr/>
1863 - WorkStrategies Total:			185.00
733 - WSB & Associates, Inc. Line Item Account			
119258	08/28/2023		
Inv	R-011406-000-39		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
07/31/2023	June Natures Refuge	801-000-2314-102	1,509.00
Inv R-011406-000-39 Total			1,509.00
Inv R-012065-000-44			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June 49 & J Lift Station, Sewer and Water Extension	406-499-4304-123	549.75
Inv R-012065-000-44 Total			549.75
Inv R-012365-000-53			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June Lyngblomsten Site Study	801-000-2363-102	2,730.00
Inv R-012365-000-53 Total			2,730.00
Inv R-012469-000-53			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June Eastside Villas	801-000-2302-102	192.00
Inv R-012469-000-53 Total			192.00
Inv R-013091-000-39			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June Water Tower No. 3	406-499-4304-127	2,900.00
Inv R-013091-000-39 Total			2,900.00
Inv R-014757-000-43			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June Watermark 2nd Addition	801-000-2388-102	1,212.00
Inv R-014757-000-43 Total			1,212.00
Inv R-015306-000-43			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June Nadeau Acres	801-000-2338-102	192.00
Inv R-015306-000-43 Total			192.00
Inv R-015628-000-39			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June Watermark 3rd Addition	801-000-2355-102	350.00
Inv R-015628-000-39 Total			350.00
Inv R-016587-000-23			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June Otter Crossing	801-000-2321-102	195.00
Inv R-016587-000-23 Total			195.00

Check Number	Check Date		Amount
Inv	R-017210-000-22		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June Market Place Dr Realignment	420-499-4304-141	865.00
Inv R-017210-000-22 Total			865.00
Inv	R-017363-000-30		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June Watermark 4th Addition	801-000-2327-102	530.00
Inv R-017363-000-30 Total			530.00
Inv	R-018131-000-21		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June Nadeau Acres 2nd Addition	801-000-2315-102	786.00
Inv R-018131-000-21 Total			786.00
Inv	R-018524-000-17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June Winters Wetland Bank	422-499-4304-000	14,524.75
Inv R-018524-000-17 Total			14,524.75
Inv	R-018901-000-14		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June Shenandoah Park Wetland BMP	422-499-4304-000	640.75
Inv R-018901-000-14 Total			640.75
Inv	R-018966-000-22		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June Belland Farms	801-000-2354-102	97.50
Inv R-018966-000-22 Total			97.50
Inv	R-019038-000-18		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June Associated Eye Care Partners	801-000-2325-102	97.50
Inv R-019038-000-18 Total			97.50
Inv	R-019286-000-20		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June Woods of Baldwin Lake Final Design	405-499-5000-144	906.25
Inv R-019286-000-20 Total			906.25
Inv	R-019406-000-15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June MTO Properties - Thrivent Financial	801-000-2303-102	816.00

Check Number	Check Date	Amount
Inv R-019406-000-15 Total		816.00
Inv R-019485-000-17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
07/31/2023	June 2022 I35E Pipe Crossing Project	422-499-4304-145
		1,714.50
Inv R-019485-000-17 Total		1,714.50
Inv R-019496-000-19		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
07/31/2023	June Watermark Park	405-499-5000-143
		5,065.50
Inv R-019496-000-19 Total		5,065.50
Inv R-019565-000-17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
07/31/2023	June NorthPointe Gardens Estates	801-000-2361-102
		1,662.00
Inv R-019565-000-17 Total		1,662.00
Inv R-019724-000-14		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
07/31/2023	June 2022 Surface Water Management Project	603-496-4304-000
		195.00
Inv R-019724-000-14 Total		195.00
Inv R-020018-000-11		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
07/31/2023	June Amelia Lake Feasibility Study	422-499-4304-000
		655.07
Inv R-020018-000-11 Total		655.07
Inv R-020302-000-12		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
07/31/2023	June Tidal Wave Auto Spa	801-000-2342-103
		672.00
Inv R-020302-000-12 Total		672.00
Inv R-020640-000-12		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
07/31/2023	June Watermark 5th Addition	801-000-2376-102
		12,395.00
Inv R-020640-000-12 Total		12,395.00
Inv R-020894-000-12		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
07/31/2023	June Kwik Trip	801-000-2343-103
		1,462.00
Inv R-020894-000-12 Total		1,462.00

Check Number	Check Date		Amount
Inv	R-020899-000-10		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June Belland Farms 2nd Addition	801-000-2307-102	97.50
Inv R-020899-000-10 Total			97.50
Inv	R-020900-000-12		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June New Horizon Academy	801-000-2313-103	672.00
Inv R-020900-000-12 Total			672.00
Inv	R-021123-000-10		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June 601 Apollo Drive Retail	801-000-2379-101	769.50
Inv R-021123-000-10 Total			769.50
Inv	R-021124-000-5		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June 2023 Seal Coat & Crack Fill Project	421-499-4304-152	3,240.00
Inv R-021124-000-5 Total			3,240.00
Inv	R-021336-000-10		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June Water Treatment Plant	406-499-4304-147	17,909.50
Inv R-021336-000-10 Total			17,909.50
Inv	R-021393-000-3		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June 2023 Special Economic Development Projects	101-415-4300-000	1,183.50
Inv R-021393-000-3 Total			1,183.50
Inv	R-021397-000-10		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June 2022 Gateway Planning	301-499-4300-000	119.00
Inv R-021397-000-10 Total			119.00
Inv	R-021398-000-8		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June Acquisition Services - Water Treatment Plant	406-499-4304-147	410.50
Inv R-021398-000-8 Total			410.50
Inv	R-021411-000-5		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June Watermark PUD Amendment #4	801-000-2300-000	3,095.50

Check Number	Check Date	Amount
Inv R-021411-000-5 Total		3,095.50
Inv R-021412-000-10		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
07/31/2023	June Pheasant Run Reconstruction Project	487-499-4304-000
		7,110.85
Inv R-021412-000-10 Total		7,110.85
Inv R-021682-000-6		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
07/31/2023	June 2023 General Engineering Services	101-417-4410-000
		4,196.17
07/31/2023	June 2023 General Engineering Services	601-494-4304-000
		1,144.50
07/31/2023	June 2023 General Engineering Services	602-495-4304-000
		1,144.50
07/31/2023	June 2023 General Engineering Services	603-496-4304-000
		1,144.50
Inv R-021682-000-6 Total		7,629.67
Inv R-021684-000-6		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
07/31/2023	June 2023 GPS/GIS Miscellaneous Assistance	101-461-4300-000
		280.00
07/31/2023	June 2023 GPS/GIS Miscellaneous Assistance	101-416-4300-000
		210.00
07/31/2023	June 2023 GPS/GIS Miscellaneous Assistance	101-417-4300-000
		280.00
Inv R-021684-000-6 Total		770.00
Inv R-021685-000-6		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
07/31/2023	June 2023 Private Utility Permits	101-417-4300-000
		2,730.00
Inv R-021685-000-6 Total		2,730.00
Inv R-021745-000-9		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
07/31/2023	June 2023 Street Rehabilitation Project	421-499-4304-149
		9,677.50
Inv R-021745-000-9 Total		9,677.50
Inv R-021759-000-7		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
07/31/2023	June MCES Meter Vault Belland Farms	406-499-4304-000
		1,074.00
Inv R-021759-000-7 Total		1,074.00
Inv R-021769-000-7		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
07/31/2023	June Hodgson Road Trail Extension	420-499-4304-151
		501.75
Inv R-021769-000-7 Total		501.75
Inv R-021892-000-8		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>

Check Number	Check Date		Amount
07/31/2023	June 2023 Lake Drive Trunk Water Main Improvements	406-499-4304-150	5,599.75
Inv R-021892-000-8 Total			5,599.75
Inv R-021970-000-3			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June Watermark 6th Addition	801-000-2300-000	3,578.50
Inv R-021970-000-3 Total			3,578.50
Inv R-022001-000-3			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June Connexus Substation	801-000-2300-000	487.50
Inv R-022001-000-3 Total			487.50
Inv R-022154-000-4			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June Lake Drive Watermain - ROW Acquisition	406-499-4304-150	3,725.25
Inv R-022154-000-4 Total			3,725.25
Inv R-022229-000-5			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June 2023 Wetland Outlet Improvements	421-499-4304-137	2,480.25
Inv R-022229-000-5 Total			2,480.25
Inv R-022396-000-4			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June 2023 Trail Maintenance Project	101-450-4300-000	2,300.50
Inv R-022396-000-4 Total			2,300.50
Inv R-022580-000-3			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June 2023 Surface Water Management Project	603-496-4304-000	8,857.00
Inv R-022580-000-3 Total			8,857.00
Inv R-022658-000-3			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June Lil Explorers Childcare Center	801-000-2300-000	195.00
Inv R-022658-000-3 Total			195.00
Inv R-022860-000-2			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June Bluebill Ponds 2nd	801-000-2300-000	1,127.50
Inv R-022860-000-2 Total			1,127.50

Check Number	Check Date		Amount
Inv	R-022862-000-2		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June Datafi GIS Easement Layer	101-416-4300-000	847.33
07/31/2023	June Datafi GIS Easement Layer	602-495-4304-000	847.34
07/31/2023	June Datafi GIS Easement Layer	601-494-4304-000	847.33
Inv R-022862-000-2 Total			2,542.00
Inv	R-023187-000-1		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2023	June 440 Park Ct - Lino Lakes Tech Center	801-000-2300-000	1,041.50
Inv R-023187-000-1 Total			1,041.50
119258 Total:			141,840.09
733 - WSB & Associates, Inc. Total:			141,840.09
734 - Xcel Energy Line Item Account			
119259	08/28/2023		
Inv	August 2023-1		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/15/2023	Electric	101-430-4385-000	4,728.15
Inv August 2023-1 Total			4,728.15
119259 Total:			4,728.15
734 - Xcel Energy Total:			4,728.15
Total:			1,200,636.10



Electronic Funds Transfer
MN Statute 471.38 Subd. 3

Council Meeting August 28, 2023

Transfer In/(Out)

8/14/2023 Wire from FRB Money Market	2,000,000.00
8/18/2023 Payroll #17	(210,692.58)
8/18/2023 Payroll #17 Federal Deposit	(57,846.86)
8/18/2023 Payroll #17 PERA	(56,021.01)
8/18/2023 Payroll #17 State	(12,844.24)
8/18/2023 Payroll #17 Child Support	(923.22)
8/18/2023 Payroll #17 H.S.A. Bank Pretax	(2,385.43)
8/18/2023 Payroll #17 TASC Pretax	(962.15)
8/18/2023 Payroll #17 Mission Sq 457 Def. Comp #301596	(2,945.00)
8/18/2023 Payroll #17 Mission Sq Roth IRA #706155	(600.00)
8/18/2023 Payroll #17 MSRS HCSP #98946-01	(4,943.99)
8/18/2023 Payroll #17 MSRS Def. Comp #98945-01	(3,126.00)
8/18/2023 Payroll #17 MSRS Roth IRA #98945-01	(705.00)

LINO LAKES CITY COUNCIL WORK SESSION MINUTES

DATE: August 14, 2023
TIME STARTED: 6:04 PM
TIME ENDED: 6:24 PM
MEMBERS PRESENT: Councilmembers Stoesz, Lyden, Ruhland, Cavegn, Mayor Rafferty

Staff members present: City Administrator Sarah Cotton; Community Development Director Michael Grochala; City Planner Katie Larsen, City Engineer Diane Hankee; Public Safety Director John Swenson; Public Safety Deputy Directors Kyle Leibel and Dan L'Allier; Public Services Director Rick DeGardner; City Clerk Jolleen Chaika.

1. Review Regular Agenda

Mayor Rafferty reviewed the agenda for the Regular Meeting. Staff provided brief comments highlighting information contained within staff reports.

The Council Work Session ended at 6:24 PM.

These minutes were considered and approved at the regular Council Meeting on August 28, 2023.

Jolleen Chaika, City Clerk

Rob Rafferty, Mayor

**LINO LAKES CITY COUNCIL
REGULAR MEETING
MINUTES**

DATE: August 14, 2023
TIME STARTED: 6:31 PM
TIME ENDED: 7:29 PM
MEMBERS PRESENT: Councilmembers, Lyden, Stoesz Ruhland, Cavegn, Mayor Rafferty

Staff members present: City Administrator Sarah Cotton; Community Development Director Michael Grochala; City Planner Katie Larsen; City Engineer Diane Hankee; Director of Public Safety John Swenson; Public Services Director Rick DeGardner; Public Works Superintendent Justin Williams; City Clerk Jolleen Chaika.

PUBLIC COMMENT

Public Comment was opened at 6:32 PM.

Mr. Christopher Stowe, 426 Pine Street, addressed Council with further follow-up from his past public comments in June. He continued to voice frustrations and anger with his property and enforcement of zoning code by the city. He also stated concerns and anger with the Rice Creek Watershed District (RCWSD) and communications received from RCWSD. Mr. Stowe wanted to know the city's involvement with the process outlined by RCWSD as he wants to know who to sue. He also stated that he will be filing for candidacy (in the 2023 municipal election).

No further public comment was received.

1. Motion to: Close Public Comment at 6:37 PM.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Lyden
SECONDER:	Ruhland
AYES:	Lyden, Ruhland, Stoesz, Cavegn, Rafferty

SETTING THE AGENDA

The agenda was accepted as presented: No additions or changes were made.

1. CONSENT AGENDA

- A. Consider Approval of Expenditures for August 14, 2023
- B. Consider Approval of July 24, 2023 Work Session Minutes
- C. Consider Approval of July 24, 2023 Council Meeting Minutes
- D. Consider Approval of August 7, 2023 Council Work Session Minutes

- E. Consider Approval of Resolution 23-81 Authorizing a Special Event Permit for the Quad Area Chamber of Commerce

- i. **Motion to: Approve Consent Agenda Items 1A-1E**

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Stoesz
SECONDER:	Lyden
AYES:	Stoesz, Lyden, Ruhland, Cavegn, Rafferty

2. FINANCE DEPARTMENT REPORT

No report was presented.

3. ADMINISTRATION DEPARTMENT REPORT

- A. Consider Resolution 23-83 Accepting a Donation from Kwik Trip to Lino Lakes Public Safety**

Public Safety Director John Swenson welcomed to the meeting representatives from the new Lino Lakes Kwik Trip location for presentation of a donation in the amount of \$1000 from Kwik Trip to Lino Lakes Public Safety.

- i. **Motion To: Approve Resolution 23-83 Accepting Donation from Kwik Trip**

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Stoesz
SECONDER:	Lyden
AYES:	Stoesz, Lyden, Ruhland, Cavegn, Rafferty

- B. Consider First Reading of Ordinance 07-23, Amending Chapter 617, Section 617.05 Regarding Licensing Ineligibility for Cannabinoid Licenses**

City Clerk Jolleen Chaika presented to Council a request to amend the 2022 enacted Edible Cannabinoid Products ordinance to remove the prohibitions of liquor license holders to obtain cannabinoid licenses. Clerk Chaika noted that during the 2022 state legislative session, lawmakers amended chapters of state law to allow for exclusive liquor stores to sell edible cannabinoid products; further, that the city recently received an inquiry from an off-sale liquor licenses holder who wishes to begin the licensing process to allow for sale of cannabinoid products at their exclusive liquor store.

Clerk Chaika clarified that restrictions remain for sale of alcohol and cannabinoid products within 1000 feet of a church or school.

i. Motion to: Dispense of Full Reading of Ordinance 07-23

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Cavegn
SECONDER:	Lyden
AYES:	Cavegn, Lyden, Stoesz, Ruhland, Rafferty

ii. Motion to: Approve First Reading of Ordinance 07-23

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Cavegn
SECONDER:	Lyden
AYES:	Cavegn, Lyden, Stoesz, Ruhland, Rafferty

4. PUBLIC SAFETY DEPARTMENT REPORT

A. Cannabis Use in Public Spaces

- i. Consider First Reading of Ordinance 05-23, Amending Chapter 301 to Prohibit use of Cannabis on Public Property
- ii. Consider First Reading of Ordinance 06-23, Enacting Chapter 502 to Prohibit Use of Cannabis in Public Places

Public Safety Director John Swenson presented to Council a request to amend Lino Lakes ordinance, Chapter 301, related to Public Parks and Grounds, to prohibit the use of cannabis in public parks. Further, Director Swenson requested Council consider enacting Chapter 502: Prohibiting Use of Cannabis in Public Places. He noted that enacting the prohibition of use of cannabis in public places will allow for public enjoyment of areas such as parking lots, restaurant patios, or other areas where the public may gather or be present.

Councilmember Lyden noted that the goal is to maintain a good quality of life for residents and all those who visit Lino Lakes. He said that he thinks that this ordinance speaks to thinking of others.

a. Motion to: Dispense of Full Reading of Ordinances 05-23 and 06-23

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Cavegn
SECONDER:	Stoesz
AYES:	Cavegn, Stoesz, Lyden, Ruhland, Rafferty

b. Motion to: Approve first reading of Ordinance 05-23

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Cavegn
SECONDER:	Ruhland
AYES:	Cavegn, Ruhland, Lyden, Stoesz, Rafferty

c. Motion to: Approve first reading of Ordinance 06-23

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Lyden
SECONDER:	Ruhland
AYES:	Lyden, Ruhland, Stoesz, Cavegn, Rafferty

B. Second Reading of Ordinance 04-23, Repealing Ordinance 01-22 Creating Chapter 512: Entitled Possession of Catalytic Converters

Public Safety Director John Swenson presented the second reading of proposed ordinance 04-23 which proposes repeal of Ordinance 01-22. Director Swenson reiterated that the basis for this proposed repeal is due to the fact that the state amended Minn. Stat. §325E.21 which now makes it illegal for a person to possess a used catalytic converter not attached to a motor vehicle.

i. Motion to: Dispense of Full Reading of Ordinances 04-23

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Ruhland
SECONDER:	Stoesz
AYES:	Ruhland, Stoesz, Lyden, Cavegn, Rafferty

ii. Motion to: Approve Second Reading of Ordinance 04-23

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Lyden
SECONDER:	Stoesz
AYES:	Lyden, Stoesz, Ruhland, Cavegn, Rafferty

5. PUBLIC SERVICES DEPARTMENT

A. Consider Resolution No. 23-76, Accepting Ownership of Elevated Platform Located in Tower 1

Public Works Superintendent Justin Williams requested approval of Resolution 23-76 to allow acceptance of the donation of an elevated platform by T-Mobile to the City of Lino

Lakes. He noted that the platform was used by T-Mobile to create additional storage space for cellular equipment in water tower 1

6. COMMUNITY DEVELOPMENT REPORT

A. Watermark PUD Amendment #4 – PUD Development Stage/Preliminary Plat

City Planner Katie Larsen reviewed the background and history of the PUD for the Watermark Project. She noted that the amendment calls for a modification to the lot sizes and housing products but does not change any architectural requirements or the total number of housing units. She further noted that the Planning and Zoning Board held a public hearing on July 12 and that the board recommended approval with a 5-0 vote.

- i. Consider Resolution No. 23-77 Approving PUD Amendment #4 to PUD Development Stage Plan/Preliminary Plat
- ii. Consider Resolution No. 23-78 Approving First Amendment to Master Development Agreement

a. Motion to: Approve Resolutions 23-77

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Lyden
SECONDER:	Ruhland
AYES:	Lyden, Ruhland, Stoesz, Cavegn, Rafferty

b. Motion to: Approve Resolution 23-78

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Cavegn
SECONDER:	Lyden
AYES:	Cavegn, Lyden, Stoesz, Ruhland, Rafferty

B. Consider Resolution No. 23-80, Authorizing Preparation of Plans and Specifications, Otter Lake Road Extension PH 2

Community Development Director Michael Grochala noted that plans are anticipated to be completed before 2025. He reviewed WSB scope including open houses which would likely begin late in the fall or into next spring.

Councilmember Stoesz asked of the benefit to Hugo and if there is any consideration of cost sharing? Director Grochala noted there will be cost-sharing for the small portion that directly impacts Hugo; further that Hugo has borne some costs already.

i. Motion to: Approve Resolution 23-80

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Ruhland
SECONDER:	Cavegn
AYES:	Ruhland, Cavegn, Lyden, Stoesz, Rafferty

C. Lake Drive Trunk Watermain Improvements, Diane Hankee

City Engineer Diane Hankee requested Council that approve acceptance of bids and award a construction contract for the Lake Drive Trunk Water Main Improvement Project. She noted that a total of five (5) bids were received and Geislinger & Sons came in with the lowest bid at \$315,650.01; she recommended Council approve Resolution 23-79 to award the bid. Engineer Hankee also noted that WSB has also submitted a proposal for completion of the construction services for the project at the cost of \$31,450.00 and that staff is also requesting approval of Resolution 23-82 to approve the construction services contract.

i. Motion to: Approve Resolution 23-79

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Lyden
SECONDER:	Cavegn
AYES:	Lyden, Cavegn, Stoesz, Ruhland, Rafferty

ii. Motion to: Approve Resolution 23-82

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Lyden
SECONDER:	Cavegn
AYES:	Lyden, Cavegn, Stoesz, Ruhland, Rafferty

7. UNFINISHED BUSINESS

There was no unfinished business.

8. NEW BUSINESS

There was no new business.

9. COMMUNITY EVENTS

Mayor Rafferty reviewed the upcoming Community Calendar.

ADJOURN

1. Motion to: Adjourn to the Closed Session at 7:07 PM Pursuant to Minn. Stat. 13D.05 to discuss the sale of property.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Cavegn Ruhland
SECONDER:	Stoesz
AYES:	Ruhland, Stoesz, Lyden, Rafferty

Following the vote, Councilmember Ruhland noted that he would be abstaining from the closed session. The Regular Meeting Adjourned to a Closed Session at 7:07 PM.

Council returned to the Regular Meeting at 7:27 PM:

A Roll Call vote was held to reconvene in open session in the Regular Meeting.

2. Motion to: Approve City Staff to Work with the City Attorney to Prepare a Purchase Agreement for Property Located at Carole Estates 2nd Addition, Lots 12 & 13 Block 2, and a portion of 7685 Lake Drive.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Lyden
SECONDER:	Cavegn
AYES:	Lyden, Cavegn, Stoesz, Rafferty
ABSENT:	Ruhland (abstained from closed session)

3. Motion to: Adjourn at 7:29 PM.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Lyden
SECONDER:	Cavegn
AYES:	Lyden, Cavegn, Stoesz, Rafferty
ABSENT:	Ruhland (abstained from closed session)

These minutes were considered and approved at the regular Council Meeting on August 28, 2023.

Jolleen Chaika, City Clerk

Rob Rafferty, Mayor

**LINO LAKES CITY COUNCIL
SPECIAL WORK SESSION
MINUTES**

DATE: AUGUST 14, 2023
TIME STARTED: 7:30 PM
TIME ENDED: 9:39 PM
MEMBERS PRESENT: Councilmembers Stoesz, Lyden, Ruhland, Cavegn, Mayor Rafferty

Staff members present: City Administrator Sarah Cotton; Finance Director Hannah Lynch; Community Development Director Michael Grochala; Public Safety Director John Swenson; Deputy Directors Dan L’Allier and Kyle Leibel; Public Service Director Rick DeGardner; Public Works Superintendent Justin Williams; City Clerk Jolleen Chaika.

1. 2024 Proposed Budget

Finance Director Hannah Lynch presented to Council on the proposed 2024 budget. She advised that this session was planned to highlight the levy and specific department budgets. The second work session, scheduled for August 28 following the regular meeting, will cover The Rookery, enterprise funds, and any follow-up.

Director Lynch advised that the proposed levy change is approximately an 8.2% increase, though the proposal still reflects a balanced budget.

Following an overview by Director Lynch, department heads provided General Fund department budgets were reviewed and explanations of proposed changes related to increases and decreases were provided by department directors.

The work session concluded at 9:39 PM.

These minutes were considered and approved at the regular Council Meeting on August 28, 2023.

Jolleen Chaika, City Clerk

Rob Rafferty, Mayor

**CITY COUNCIL
AGENDA ITEM 1E**

STAFF ORIGINATOR: Michael Grochala, Community Development Director

MEETING DATE:

TOPIC: i. Consider Resolution No. 23-88, Declaring Cost to Be Assessed, Ordering Preparation of Assessment Role, and Calling for Hearing on Proposed Assessment, 2023 Weed Abatement Charges

VOTE REQUIRED: 3/5

INTRODUCTION

Staff is requesting City Council consideration to declare the cost to be assessed for delinquent weed abatement charges and call for a hearing on proposed assessments.

BACKGROUND

City Code section 904 establishes weeds or grass growing in excess of eight inches in height to be a public nuisance. Property owners in violation of this requirement are notified and provided an opportunity to cure the nuisance. If the violation is not addressed within a specified period of time, City staff and/or private contractors are directed to abate the nuisance. The cost of abatement is charged to the property owner. In the event that the property owner fails to pay the costs incurred, the City may certify the charges against the property for collection with property taxes as a special assessment.

Minnesota Statutes § 429.101 provides for the special assessment of certain service including weed elimination from properties. Special Assessments levied under this statute are subject to the procedural requirements of M.S. § 429.061 which requires the determination of the costs to be assessed and a public hearing to adopt the assessments.

There are two properties proposed to be assessed. The total amount to be assessed is \$360.00. The amount charged is based on staff time for completing the work and administrative costs. Staff is proposing a public hearing date be set for October 9, 2023. Property owners who pay any outstanding fees prior to the hearing will be removed from the assessment role.

RECOMMENDATION

Staff recommends approval of Resolution No. 23-88.

ATTACHMENTS

1. Resolution No. 23-88

**CITY OF LINO LAKES
RESOLUTION NO. 23-88**

**RESOLUTION DECLARING COSTS TO BE ASSESSED AND CALLING HEARING ON
PROPOSED ASSESSMENT
2023 WEED ABATEMENT CHARGES**

WHEREAS, pursuant to City Code Section 904, any weeds or grass growing upon any lot or parcel of land in the City of Lino Lakes to a greater height than eight (8”), or which have gone or about to go to seed are declared to be a nuisance, and

WHEREAS, certain property owners in noncompliance with such code requirements were notified and provided the opportunity to comply with such provisions, and

WHEREAS, upon failure of the property owner to comply with the provisions of said notice, the City Weed Inspector ordered the abatement of such nuisance, in accordance with the City Code Section 904, and charged the property owner thereof for expenses incurred by the City, and

WHEREAS, the total cost incurred by the City is \$360.00.

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

1. The portion of the cost of such improvement to be paid by the city is hereby declared to be \$360.00.
2. Assessments shall be payable in equal annual installments extending over a period of one year, the first of the installments to be payable on or before the first Monday in January 2023, and shall bear interest at the rate of 5% percent per annum from the date of the adoption of the assessment resolution.
3. The city clerk shall forthwith calculate the proper amount to be specially assessed for such work against every property where work was completed by the City, as provided by law, and he/she shall file a copy of such proposed assessment in her office for public inspection.
4. The clerk shall upon the completion of such proposed assessment, notify the council thereof.

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

1. A hearing shall be held at 6:30 p.m. on October 9, 2023 in the city hall located at 600 Town Center Parkway to pass upon such proposed assessment. All persons owning property affected by such Weed Abatement charges will be given an opportunity to be heard with reference to such assessment.
2. The city clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and she shall

state in the notice the total cost of the improvement. She shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.

3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. An owner may at any time thereafter, pay to the City the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

Adopted by the Council of the City of Lino Lakes this 28th day of August, 2023.

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

The following voted against same:

Rob Rafferty, Mayor

ATTEST:

Julianne Bartell, City Clerk

CITY COUNCIL AGENDA ITEM 1F

STAFF ORIGINATOR: Jolleen Chaika, City Clerk

MEETING DATE: August 28, 2023

TOPIC: Gambling Permit: Lino Lakes Lions

VOTE REQUIRED: 3/5

INTRODUCTION

The Lino Lakes Lions Club has applied for an Exempt Gambling Permit to conduct a raffle on October 7, 2023 at St. Joseph of the Lake Catholic Church

BACKGROUND

Pursuant to Minn. Stat. 349.166, organizations are eligible to obtain an exempt permit to conduct a raffle without obtaining a full gambling license and without abiding by all provisions required by licensed organizations if:

- the organization conducts lawful gambling on five or less days per year;
- the organization does not award more than \$50,000 in prizes for lawful gambling in a calendar year;
- the organization submits a board-prescribed application and pays a fee of \$100 to the board for each gambling occasion, and receives an exempt permit number from the board. If the application is postmarked or received less than 30 days before the gambling occasion, the fee is \$150 for that application. The application must include the date and location of the occasion, the types of lawful gambling to be conducted, and the prizes to be awarded;
- the organization notifies the local government unit 30 days before the lawful gambling occasion, or 60 days for an occasion held in a city of the first class;
- the organization purchases all gambling equipment and supplies from a licensed distributor; and
- the organization reports to the board, on a single-page form prescribed by the board, within 30 days of each gambling occasion, the gross receipts, prizes, expenses, expenditures of net profits from the occasion, and the identification of the licensed distributor from whom all gambling equipment was purchased.

Further, City Ordinance, Section 611.07 requires that any organization applying for any lawful gambling permit under Minn. Stat. 349.11 through 349.23, must receive approval from City Council. Although this application is for an exempt permit for a one-time event, Council approval is still required.

RECOMMENDATION

Approve Application for Exempt Permit and authorize City Clerk to sign the same to return to the MN Gambling Control Board.

ATTACHMENTS

Copy of Application for Exempt Permit

220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: LIND LAKES LIONS Previous Gambling Permit Number: X- 98052-16-009

Minnesota Tax ID Number, if any: 23-7306039 Federal Employer ID Number (FEIN), if any: 23-7306039

Mailing Address: [REDACTED]

City: LIND LAKES State: MN Zip: 55014 County: ANOKA

Name of Chief Executive Officer (CEO): DIRK SCHMACHER

CEO Daytime Phone: [REDACTED] CEO Email: [REDACTED]

Email permit to (if other than the CEO): [REDACTED] (otherwise indicated below)

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

A current calendar year Certificate of Good Standing
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103
Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767

IRS income tax exemption (501(c)) letter in your organization's name
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): ST. JOSEPH CHURCH

Physical Address (do not use P.O. box): 171 ELM ST.

Check one:
 City: LIND LAKES MN. Zip: 55014 County: ANOKA
 Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): OCTOBER 7th 2023

Check each type of gambling activity that your organization will conduct:

Bingo Paddlewheels Pull-Tabs Tipboards Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

LG220 Application for Exempt Permit

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

CITY APPROVAL for a gambling premises located within city limits

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- The application is denied.

Print City Name: _____

Signature of City Personnel:

Title: _____ Date: _____

The city or county must sign before submitting application to the Gambling Control Board.

COUNTY APPROVAL for a gambling premises located in a township

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- The application is denied.

Print County Name: _____

Signature of County Personnel:

Title: _____ Date: _____

TOWNSHIP (if required by the county)

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: *Richard K. Schumaker* Date: 12 July 2023
(Signature must be CEO's signature; designee may not sign)

Print Name: _____

REQUIREMENTS

Complete a separate application for:

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

- _____ a copy of your proof of nonprofit status; and
- _____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

**CITY COUNCIL
AGENDA ITEM 1G**

STAFF ORIGINATOR: Jolleen Chaika, City Clerk

MEETING DATE: August 28, 2023

TOPIC: Consider Approval of Resolution 23-90, Special Event Permit for Eagle Brook Church

VOTE REQUIRED: Simple Majority (3/5 Vote Required)

BACKGROUND:

Eagle Brook Church has applied for a Special Event Permit for an Appreciation Event on September 21, 2023 for members of the church music and production teams and their families.

The applicant is proposing to have outdoor yard games, amplified music, and outdoor space for food and non-alcoholic beverages at the event from 5:30 PM – 8:30 PM on September 21, 2023 at the church campus located at 7775 20th Avenue North. The church anticipates approximately 150 guests.

The application has been reviewed by staff, including the Public Safety Department. No concerns have been brought forward.

A Certificate of Insurance has been submitted by Eagle Brook Church to the City for this event.

RECOMMENDATION:

Approve Resolution No. 23-90 authorizing issuance of Special Event Permit for Eagle Brook Church on September 21, 2023.

ATTACHMENTS:

Resolution 23-90

**CITY OF LINO LAKES
RESOLUTION NO. 23-90**

**AUTHORIZING A SPECIAL EVENT PERMIT FOR EAGLE BROOK CHURCH ON
SEPTEMBER 21, 2023**

WHEREAS, the Eagle Brook Church has applied for a special event permit; and,

WHEREAS, the event plan includes an outdoor games, music, and dinner on September 21, 2023; and,

WHEREAS, proof of general liability insurance has been submitted by Eagle Brook Church to cover all events held on the church property; and,

WHEREAS, the church will be open for restroom use as well as first aid if needed; and,

WHEREAS, city staff, including the Public Safety Department, has reviewed the Special Event Permit application and plan for the event for compliance with city ordinance and regulations.

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

That the City Council authorizes issuance of a Special Event Permit to Eagle Brook Church for the event scheduled on September 21, 2023.

Adopted by the Council of the City of Lino Lakes this 28th day of August, 2023.

Rob Rafferty, Mayor

ATTEST:

Jolleen Chaika, City Clerk

**CITY COUNCIL
AGENDA ITEM 3A**

STAFF ORIGINATOR: Jolleen Chaika, City Clerk

MEETING DATE: August 28, 2023

TOPIC: Amending Chapter 617 to Update Licensing Eligibility

VOTE REQUIRED: 3/5

BACKGROUND

In November 2022, City Council passed Ordinance 03-22, Regulating Edible Cannabinoid Products following changes to the state laws to allow for the sale of certain lower-potency cannabinoid products. In the 2023 Minnesota Legislative Session, further amendments were made to existing law to allow for recreational use of cannabis. One such amendment removed restrictions placed on exclusive liquor stores to sell lower-potency cannabinoid products. Currently Chapter 617 of Lino Lakes Ordinance prohibits any liquor license holder from selling any lower-potency cannabinoid products.

As such, staff is recommending an amendment to Ordinance 617.05 to remove the prohibition of the sale of edible cannabinoid products (which includes beverages) at exclusive liquor stores in the City of Lino Lakes to create consistence with the newly amended state statute.

If approved, this ordinance will be published on September 5, 2023 and will be effective on October 5, 2023, at which time liquor stores owners can begin the application process for cannabinoid licenses.

RECOMMENDATION

Staff recommends approval of the second reading of Ordinance 07-23 to amend 617.05.

ATTACHMENTS

Ordinance No. 07-23

1 st Reading: August 14, 2023	Publication:
2 nd Reading: August 28, 2023	Effective:

**CITY OF LINO LAKES
ORDINANCE NO. 07-23**

**ORDINANCE AMENDING CHAPTER 617, SECTION 617.05 REGARDING INELGIBILITY FOR
EDIBLE CANNABINOID LICENSES**

The City Council of Lino Lakes ordains:

Section 1. That Section 617.05 of the Lino Lakes Code of Ordinances be amended to read as follows:

CHAPTER 617. EDIBLE CANNABINOID PRODUCTS.

619.05 Ineligible for License. No license under this Chapter will be issued to or held by:

~~(1) Any person which holds a license under Chapter 700, entitled Liquor and Beer, except for a license holder under that chapter that is a Brewer Taproom as defined by that chapter.~~

~~(2)~~(1) Any person whose primary place of business will be within 1000 feet of a school or church.

~~(3)~~(2) Any person manufacturing Edible Cannabinoid Product on the same premises as the retail sales; unless retail sales are conducted in a separate area of the premises with a separate entrance/exit from the manufacturing operation.

~~(4)~~(3) Any person who does not have a primary place of business. No door to door sales or pop-up vendors of Edible Cannabinoid Product is allowed.

~~(5)~~(4) Any person who has been convicted of a violation of Minnesota Statutes Chapter 152.

~~(6)~~(5) Any person who has been convicted of illegal acts involving alcohol, tobacco, or Minnesota Statute 151.72.

~~(7)~~(6) Any person under the age of 21.

Section 2. This ordinance shall be in force and effect from and after its passage and publication according to the Lino Lakes City Charter.

Adopted by the Lino Lakes City Council this ____ day of _____ 2023.

Rob Rafferty, Mayor

ATTEST:

Jolleen Chaika, City Clerk

**CITY COUNCIL
AGENDA ITEM 4A**

STAFF ORIGINATOR: John Swenson, Public Safety Director

MEETING DATE: August 28, 2023

TOPIC: Consider 2nd Reading of Ordinance # 05-23 Amending Chapter 301 to Prohibit Use of Cannabis on Public Property and Ordinance #06-23 Enacting Chapter 502 to Prohibit Use of Cannabis in Public Places

VOTE REQUIRED: 3/5

INTRODUCTION

The State of Minnesota legalized the use cannabis effective August 1, 2023.

BACKGROUND

At Council’s direction, staff has obtained and reviewed various cannabis-related ordinances from around the Twin Cities and considered unique variables in Lino Lakes. Staff then drafted language changes to Lino Lakes Ordinance 301 to define and prohibit the use of cannabis on public parks and grounds. In addition, staff drafted ordinance Chapter 502, which aims to prohibit the consumption of cannabis, in any form and through any manner of ingestion, in a public place or on public property.

Through this process, staff consulted with, and received approval from, the Lino Lakes City Attorney, as well as the City’s contract prosecuting attorney. It is staff’s belief that, if adopted, these ordinances will help maintain quality of life for Lino Lakes residents and help ensure great experiences for Lino Lakes visitors.

Council approved the 1st Reading of Ordinance #05-23 and Ordinance #06-23 on August 14, 2023. If approved by Council, Ordinance #05-23 and Ordinance 06-23 will be published for 30 days with effective date on or before October 1, 2023.

RECOMMENDATION

Staff recommends approving the 2nd reading of ordinance 05-23 Amending Chapter 301 to Prohibit Use of Cannabis on Public Property and Ordinance #06-23 Enacting Chapter 502 to Prohibit Use of Cannabis in Public Places.

ATTACHMENTS

City of Lino Lakes Ordinance 05-23
City of Lino Lakes Ordinance 06-23

1 st Reading: August 14, 2023	Publication:
2 nd Reading: August 28, 2023	Effective:

**CITY OF LINO LAKES
ORDINANCE NO. 05 -23**

**AN ORDINANCE AMENDING THE CITY OF LINO LAKES CODE OF ORDINANCES
BY ENACTING 301.06 PROHIBITING CANNABIS USE ON PUBLIC PROPERTY**

The City Council of Lino Lakes ordains:

SECTION 1 ENACTMENT. Lino Lakes City Code Chapter 301 is hereby amended to read as follows:

CHAPTER 301: PUBLIC PARKS AND GROUNDS

Section

- 301.01 Definitions
- 301.02 Removing, defacing or destroying property
- 301.03 Erection of structures
- 301.04 Littering
- 301.05 Alcoholic beverages
- 301.06 Cannabis Products
- 301. 07 Vehicle traffic
- 301.08 Hours
- 301.09 Overnight parking or occupancy
- 301.10 Open fires prohibited
- 301.11 Washing of vehicles
- 301.12 Discharge of firearms
- 301.13 Sale of articles
- 301.14 Posting signs and placards
- 301.15 Riding of horses and other animals
- 301.16 Unattended animals
- 301.17 Language, conduct and attire
- 301.18 Climbing of trees and on buildings
- 301.19 Posting of areas
- 301.20 Fireworks

1 st Reading: August 14, 2023	Publication:
2 nd Reading: August 28, 2023	Effective:

Variances

City personnel

§ 301.01 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires different meanings.

CANNABIS FLOWER, CANNABIS PRODUCTS, LOWER-POTENCY HEMP EDIBLES, AND HEMP-DERIVED CONSUMER PRODUCTS. As defined in Minn. Stat. §342.01

ELECTRONIC DELIVERY DEVICE. Any device manufactured, marketed, or sold as e-cigarettes, e-cigars, e-pipes, vape pens, mods, tank systems, or any other product name or descriptor used for the purposes of delivering a substance intended for human consumption through inhalation of aerosol or vapor. FIREARM. Any rifle, shotgun, pistol, BB gun, pellet gun, sling shot, air rifle and bow and arrow.

PUBLIC PROPERTY, PUBLIC GROUNDS. Any real property owned or leased by the city, which includes but is not limited to: City buildings and all the land thereon, parking lots, parks, pathways and trails, and city rights-of-way, consisting of both the traveled portion and the abutting boulevard, sidewalks and trails, and any City personal property, such as motor vehicles, city equipment, and the like.

SMOKING. Inhaling, exhaling, burning or carrying any lighted or heated cigar, cigarette, pipe, or any other lighted or heated product that is intended for inhalation of tobacco or cannabis/hemp products. Smoking includes use of an electronic delivery device.

VEHICLE. Any vehicle or conveyance, whether motor-powered, animal-drawn or self-propelled, and includes any trailer in two of any size, kind or description. VEHICLE shall not include baby carriages or vehicles in the service of the city.

(Prior Code, § 301.01)

§ 301.02 REMOVING, DEFACING OR DESTROYING PROPERTY.

No person shall remove, deface, destroy, diminish or impair the value of public property located on or within any public park or public grounds, including buildings, structures, trees, shrubs, grass, vegetation, signs, tables, benches, fireplaces, trash receptacles, notices or placards, boundary markers or fences or any other public property either real or personal.

(Prior Code, § 301.02)

§ 301.03 ERECTION OF STRUCTURES.

No person shall construct or erect any tent, building or structure of any kind, whether permanent or temporary in character, or run or string any public service utility into, upon or across any public park or public grounds, except by written permit issued by the Clerk, after prior Council approval.

1 st Reading: August 14, 2023	Publication:
2 nd Reading: August 28, 2023	Effective:

(Prior Code, § 301.03)

§ 301.04 LITTERING.

No person shall litter or cast or allow to remain any rubbish or trash of any kind or nature in or about any public park or public grounds.

(Prior Code, § 301.04)

§ 301.05 ALCOHOLIC BEVERAGES.

No person shall possess, display, consume or use intoxicating liquor on any public park or public grounds, except during community festivals and as approved by resolution of the City Council. No person shall possess, display, consume or use 3.2% malt liquor in any public park or public grounds except in designated areas approved by the Council.

(Prior Code, § 301.05) (Am. Ord. 04-18, passed 5-29-2018)

§ 301.06 CANNABIS.

No person shall consume or smoke cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived products on public property.

§ 301.07 VEHICLE TRAFFIC.

Vehicles shall be driven or parked only in designated areas on any public park or public grounds and shall be driven therein at a maximum speed of five mph. Parking in designated areas shall be allowed only by vehicles whose owners and/or occupants are currently using city public parks and grounds. Motorized vehicles shall not be driven on any public grounds designated as trails.

(Prior Code, § 301.06)

§ 301.08 HOURS.

No person, except authorized city personnel, shall enter or be in or remain in any public park or public grounds between the hours of 10:00 p.m. and 7:00 a.m., except by written permit issued by the Director of Public Services, after prior Council approval.

(Prior Code, § 301.07)

§ 301.09 OVERNIGHT PARKING OR OCCUPANCY.

Overnight parking or occupancy within any public park or public grounds is prohibited.

(Prior Code, § 301.08)

§ 301.10 OPEN FIRES PROHIBITED.

No person shall build a fire in any place in any public park or public grounds, at any time,

1 st Reading: August 14, 2023	Publication:
2 nd Reading: August 28, 2023	Effective:

except in fireplaces or receptacles provided therein by the city.

(Prior Code, § 301.09)

§ 301.11 WASHING OF VEHICLES.

No person shall wash any vehicle on any public park or public grounds.

(Prior Code, § 301.10)

§ 301.12 DISCHARGE OF FIREARMS.

No person, except law officers in the discharge of their duties, shall discharge any firearm on any public park or public grounds, at any time.

(Prior Code, § 301.11)

§ 301.13 SALE OF ARTICLES.

No person shall sell any articles or solicit for the sale thereof on any public park or public grounds.

(Prior Code, § 301.12)

§ 301.14 POSTING SIGNS AND PLACARDS.

No person shall paste, glue, tack or otherwise post any sign, placard, advertisement or inscription, on any public park or public grounds, except by written permit issued by the Clerk, after prior approval by the Council.

(Prior Code, § 301.13)

§ 301.15 RIDING OF HORSES AND OTHER ANIMALS.

No person shall ride a horse or any other animal on any public park or public grounds except on designated trails or paths.

(Prior Code, § 301.14)

§ 301.16 UNATTENDED ANIMALS.

No person shall allow any animal, of any sort, to go unattended or without physical restraint in any public park or public grounds.

(Prior Code, § 301.15)

§ 301.17 LANGUAGE, CONDUCT AND ATTIRE.

1 st Reading: August 14, 2023	Publication:
2 nd Reading: August 28, 2023	Effective:

No person shall use abusive, boisterous or obscene language or engage in any abusive, boisterous or obscene behavior in any public park or public grounds. No person shall place or carry any abusive or obscene placard or sign in any public park or public grounds. No person shall appear in any public park or public grounds unless clad in attire which meets contemporary community standards of decency. This section shall not be construed to prohibit any constitutionally protected speech or expression.

(Prior Code, § 301.16)

§ 301.18 CLIMBING OF TREES AND ON BUILDINGS.

No person shall climb any trees or climb on any building or structure in any public park or public grounds.

(Prior Code, § 301.17)

§ 301.19 POSTING OF AREAS.

The Council may by resolution determine from time to time the areas of any public park and public grounds in which other activities and conduct not amenable to efficient operation of a park or public grounds shall be prohibited and shall post appropriate signs to notify persons thereof.

(Prior Code, § 301.18)

§ 301.20 FIREWORKS.

No person shall possess or discharge any fireworks in any public park or public grounds, except by written permit issued by the Fire Chief.

(Prior Code, § 301.20)

§ 301.21 VARIANCES.

Variations to the strict application of this chapter may be granted only by the Council and only in unusual circumstances.

(Prior Code, § 301.21)

§ 301.22 CITY PERSONNEL.

Sections 301.01 through 301.22 shall not be construed to prohibit the normal care, operations or functions of the city or its authorized agents in any public park or public grounds.

(Prior Code, § 301.22)

SECTION 2. SUMMARY PUBLICATION. Pursuant to Minn. Stat. §412.191, in the event of a lengthy ordinance, a summary may be published. While a copy of the entire ordinance is

1 st Reading: August 14, 2023	Publication:
2 nd Reading: August 28, 2023	Effective:

available without cost at the Office of the City Clerk, the following summary is approved by the City Council and shall be published in lieu of publishing the entire ordinance:

The City of Lino Lakes is prohibiting the use of cannabis flower, cannabis products, lower-potency hemp edibles, and hemp-derived consumer products on public property. A violation of this section is a petty misdemeanor.

SECTION 3. EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage and publication according to law.

Adopted by the Lino Lakes City Council this ____ day of _____, 2023.

BY: _____
Rob Rafferty, Mayor

ATTEST:

Jolleen Chaika, City Clerk

**CITY OF LINO LAKES
ORDINANCE NO. 06 -23**

**AN ORDINANCE ENACTING CHAPTER 502 OF THE CITY OF LINO LAKES CODE
OF ORDINANCES PROHIBITING CANNABIS USE IN PUBLIC PLACES**

The City Council of Lino Lakes ordains:

SECTION 1 ENACTMENT. Lino Lakes City Code Chapter 502 is hereby enacted to read as follows:

Sec. 502.01 Definitions.

For the purposes of this chapter, the following definitions apply unless the context clearly indicates or requires a different meaning.

CANNABIS FLOWER, CANNABIS PRODUCTS, LOWER-POTENCY HEMP EDIBLES, AND HEMP-DERIVED CONSUMER PRODUCTS. The definitions as enacted in Minn. Stat. §342.01

ELECTRONIC DELIVERY DEVICE. Any device manufactured, marketed, or sold as e-cigarettes, e-cigars, e-pipes, vape pens, mods, tank systems, or any other product name or descriptor used for the purposes of delivering a substance intended for human consumption through inhalation of aerosol or vapor.

PUBLIC PLACE. Property that is generally open to or accessible by the public, except on those premises licensed by the State of Minnesota to permit on-site consumption.

PUBLIC PROPERTY. Property, real and personal, that is owned, managed, or controlled by the City, including but not limited to: City buildings and all the land thereon, parking lots, pathways and trails, and city rights-of-way consisting of both the traveled portion and the abutting boulevard, sidewalks and trails, and any City personal property, such as motor vehicles, city equipment, and the like.

Sec. 502.02 Prohibited Activity.

No person shall consume or smoke cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived products in a public place or on public property.

Sec. 502.03 Penalty.

Violation of this section shall be a petty misdemeanor.

SECTION 2. EFFECTIVE DATE. This ordinance shall be in full force and effect from and after its passage and publication according to law.

Adopted by the Lino Lakes City Council this ____ day of _____, 2023.

BY: _____
Rob Rafferty, Mayor

ATTEST:

Jolleen Chaika, City Clerk

**CITY COUNCIL
AGENDA ITEM 4B**

STAFF ORIGINATOR: Meg Sawyer, Human Resources and Communications Manager

MEETING DATE: August 28, 2023

TOPIC: Consider Appointment of Police Officer

VOTE REQUIRED: 3/5

INTRODUCTION

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

BACKGROUND

There are currently three vacant Police Officer positions within the Public Safety Department. At this time, staff has provided a conditional offer, and is recommending the approval of Beck Petrie for one of those positions.

Petrie attended Metro State University where he majored in Law Enforcement and minored in Criminal Justice. He has met all POST mandates.

The hourly rate of pay would be \$38.03, which is the Starting Step of the six step union wage schedule.

With the Council's approval, Petrie would start in the position of Police Officer on September 11, 2023.

RECOMMENDATION

Please approve the appointment of Beck Petrie for the Police Officer position.

**CITY COUNCIL
AGENDA ITEM 4C**

STAFF ORIGINATOR: Dan L’Allier, Deputy Director of Fire Division
MEETING DATE: August 28, 2023
TOPIC: Sale of Part-time Duty Crew Firefighter Turnout Gear
VOTE REQUIRED: 3/5

INTRODUCTION

The Lino Lakes Public Safety Department is requesting Council approval to sell one set of firefighting turnout gear and fire boots to the City of Chaska, Minnesota for \$4,542.05.

BACKGROUND

In the summer of 2022, after implementation of our part-time duty crew, new turnout gear was ordered by the City for our new part-time duty crew members. All turnout gear and fire boots purchased were sized to fit each staff member and the Fire Division took delivery of this gear in October of 2022. Recently, one of our part-time duty crew staff members has left our employment and started working as a full-time Firefighter/Inspector for the City of Chaska. With delays and supply chain issues, it can take several months to receive turnout gear when it is ordered, and thus the City of Chaska has requested to purchase the turnout gear and fire boots for this former employee. By purchasing the Lino Lakes gear, this will allow the City of Chaska to issue gear to this firefighter that was ordered new for him. The life span of this gear is 10 years from date of manufacture per the National Fire Protection Association. The cost of this gear when it was new was \$4,301.80 to the City of Lino Lakes. A formula was used to determine a fair value for the City of Chaska to pay for the turnout gear. The formula divided the original cost of the gear by 120 months (10 years), then multiplied the monthly cost for the months the gear was in service here in Lino Lakes, and then subtracted this cost from the original purchase price to obtain a total of \$3,979.15 for the turnout gear. The City of Chaska would pay the full price of \$562.90 for the fire boots that the City of Lino Lakes paid for them in 2022. The total amount of \$4,542.05 ($\$3,979.15 + \$562.90 = \$4,542.05$) for the purchase of both the turnout gear and the fire boots.

RECOMMENDATION

Staff recommends the Council approve the sale of the used turnout gear and fire boots to the City of Chaska for \$4,542.05

ATTACHMENTS

MacQueen Invoice P07311



**MACQUEEN
EQUIPMENT**



**MACQUEEN
EMERGENCY**

350 Austin Circle
Delafield, WI 53018
(262) 646-5911
Fax: (262) 646-5912

PLEASE REMIT TO:
MacQueen Emergency
1125 7th Street E
St Paul, MN 55106
651-645-5726 • 800-832-6417

Ship To: LINO LAKES PUBLIC SAFETY
640 TOWN CENTER PARKWAY
LINO LAKES, MN 55014

Invoice To: LINO LAKES PUBLIC SAFETY
640 Town Center Pkwy
Lino Lakes MN 55014

Attention: Dan L'Allier

Branch DELAFIELD, WI			CNNYYY
Date 10/13/22	Time 10:24:31 (O)	Page 01	
Account No LINOL002	Phone No 6512486021	Inv No P07311	
Ship Via	Purchase Order DANL		
Tax ID No			
			Salesperson 285 / 349

INVOICE

ORDER#: 006076

Part#	Description	Bin	ORD	ISS	SHF	B/O	UTTTT	Price	Amount
ATX JPA LINO LAKES PS SPEC	ATX JPA L.LAKES Globe Mfg. ATHLETIX Turnout Gear for JPA Purchase: PBI® STRETCH Black in Color Outer Shell, N3 - TITANIUM™ W/ NOMEX® NANO Thermal Liner, and CROSSTECH® BLACK Moisture Barrier Turn Out Coat and Pant, Per Lino Lake Public Safety Dept. JPA Gear Spec 11-01 (THL= 303.0, TPP= 42.1)		6			6		4301.80	
530A420-12.0W	SUPRA AG 12.0W F001773 Globe SUPRAFLEX 14" Pull-On Men's Size 12.0 Wide Leather Structural Fire Fighting Boot w/ Flex Panels and VIBRAM ARCTIC GRIP PRO Outsoles.	F001773	3	3	3			562.90	1688.70
530A420-11.5W	SUPRA AG 11.5W F001773 Globe SUPRAFLEX 14" Pull-On Men's Size 11.5 Wide Leather Structural Fire Fighting Boot w/ Flex Panels and VIBRAM ARCTIC GRIP PRO Outsoles.	F001773	1	1	1			562.90	562.90
530A420-10.0W	SUPRA AG 10.0W F001773 Globe SUPRAFLEX 14" Pull-On Men's Size 10.0 Wide Leather Structural Fire Fighting Boot w/ Flex Panels and VIBRAM ARCTIC GRIP PRO Outsoles.	F001773	1	1	1			562.90	562.90
530A420-8.0W	SUPRA AG 8.0W F001773 Globe SUPRAFLEX 14" Pull-On Men's Size	F001773	1	1	1			562.90	562.90

Return/Exchange Policy

Returns/Exchanges are accepted within 30 days of the purchase date on stock items in original, re-sellable packaging, with tags. No writing is allowed on the packaging. Please contact our Inside Sales Support Team at 800-615-6789 for a Return Authorization Number. A copy of the Return Authorization Form should accompany the return. We will not accept returns without a Return Authorization Number. A credit will be issued after a full product inspection is complete on an eligible return. Returns are subject to a 25% restocking fee, which we may waive for exchanges. Purchaser is responsible for freight. Unfortunately, all special orders, custom items, and SCBA cylinders are non-returnable. Other restrictions may apply. MacQueen Emergency reserves the right to refuse returns not received in the 30-day return period.

X

Received By

Date

Visit Us Online
www.MacQueenGroup.com



MACQUEEN
EQUIPMENT



MACQUEEN
EMERGENCY

350 Austin Circle
Delafield, WI 53018
(262) 646-5911
Fax: (262) 646-5912

PLEASE REMIT TO:
MacQueen Emergency
1125 7th Street E
St Paul, MN 55106
651-645-5726 • 800-832-6417

Ship To: LINO LAKES PUBLIC SAFETY
640 TOWN CENTER PARKWAY
LINO LAKES, MN 55014

Invoice To: LINO LAKES PUBLIC SAFETY
640 Town Center Pkwy
Lino Lakes MN 55014

Attention: Dan L'Allier

Branch DELAFIELD, WI			CNNYYY
Date 10/13/22	Time 10:24:31 (O)	Page 02	
Account No LINOL002	Phone No 6512486021	Inv No P07311	
Ship Via	Purchase Order DANL		
Tax ID No			
			Salesperson 285 / 349

INVOICE

ORDER#: 006076

Part#	Description	Bin	ORD	ISS	SHP	B/O	UTTTT	Price	Amount
	8.0 Wide Leather Structural Fire Fighting Boot w/ Flex Panels and VIBRAM ARCTIC GRIP PRO Outsoles.								
FRT	FREIGHT		1	1	1			34.54	34.54

ORDER ACKNOWLEDGEMENT NUMBER: 001332
1 SET--JOEL BOYER GEAR CANCELLED 6/29/22.

TOTAL DUE 3411.94

Return/Exchange Policy

Returns/Exchanges are accepted within 30 days of the purchase date on stock items in original, re-sellable packaging, with tags. No writing is allowed on the packaging. Please contact our Inside Sales Support Team at 800-615-6789 for a Return Authorization Number. A copy of the Return Authorization Form should accompany the return. We will not accept returns without a Return Authorization Number. A credit will be issued after a full product inspection is complete on an eligible return. Returns are subject to a 25% restocking fee, which we may waive for exchanges. Purchaser is responsible for freight. Unfortunately, all special orders, custom items, and SCBA cylinders are non-returnable. Other restrictions may apply. MacQueen Emergency reserves the right to refuse returns not received in the 30-day return period.

X

Received By

Date

VisitUsOnline
www.MacQueenGroup.com

**CITY COUNCIL
AGENDA ITEM 6A**

STAFF ORIGINATOR: Diane Hankee, City Engineer

MEETING DATE: August 28, 2023

TOPIC: Consider Resolution No. 23-84, Approving Payment No. 4 and Final, 2022 Street Rehabilitation Project

VOTE REQUIRED: 3/5

INTRODUCTION

Staff is requesting council action to finalize the 2022 Street Rehabilitation Project construction contract with T.A. Schifsky & Sons, Inc.

BACKGROUND

On February 14, 2022, the City Council awarded the bid for the 2022 Street Rehabilitation Project to T.A. Schifsky & Sons, Inc. in the amount of \$1,213,104.39. The project included:

Mill and overlay, spot curb and gutter and storm sewer repairs, water system repairs:

- West Shadow Lake Drive from Birch Street to Fox Road
- Fox Road from West Shadow Lake Drive to the cul-de-sac
- Fox Circle from Fox Road to the cul-de-sac
- White Owl Drive from Fox Road to West Shadow Lake Drive
- River Birch Place from West Shadow Lake Drive to the cul-de-sac
- Ironwood Circle from West Shadow Lake Drive to the cul-de-sac
- Hickory Place from West Shadow Lake Drive to the cul-de-sac
- Painted Turtle Road from West Shadow Lake Drive to Hawthorn Road
- Hawthorn Road from Ware Road to Painted Turtle Road

The project also included a thin bituminous overlay on Rondeau Lake Road W, 81st Street W, and Rondeau Lake Road E.

The project was successfully completed with the final contract amount of \$1,154,257.69 of which \$57,902.88 remains to be paid to the contractor. This project is funded through the Pavement Management Fund, State Aid funds, and the Water Operating Fund.

RECOMMENDATION

Approve Resolution No. 22-84, Approving Payment No. 4 and Final, 2022 Street Improvement Projects in the amount of \$57,902.88 to T.A. Schifsky & Sons, Inc.

ATTACHMENTS

1. Resolution 23-84
2. Pay Request No. 4 & Final

**CITY OF LINO LAKES
RESOLUTION NO. 23-84**

**APPROVING PAYMENT NO. 4 AND FINAL FOR THE 2022 STREET
REHABILITATION PROJECT**

WHEREAS, pursuant to resolution 22-20 of the Council adopted February 14th, 2022, awarding the contract for the 2022 Street Rehabilitation Project to T.A. Schifsky & Sons, Inc. in the amount of \$1,213,104.39; and

WHEREAS, the project has been completed and a complete summary of costs are detailed in Payment No. 4 (Final);

NOW, THEREFORE, BE IT RESOLVED by the City Council of Lino Lakes that Payment Request No. 4 (Final) is approved for a final contract amount of \$1,154,257.69.

Adopted by the Council of the City of Lino Lakes this 28th day of August, 2023.

Rob Rafferty, Mayor

ATTEST:

Jolleen Chaika, City Clerk



Client: City of Lino Lakes 600 Town Center Parkway Lino Lakes, MN 55014-1182	Contractor: T. A. Schifsky & Sons, Inc. 2370 East Hwy. 36 North St. Paul, MN 55109
-------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------

WSB Project No.: 019135-000
Client Project No.:
State Project No.: SAP 210-107-001
Federal Project No.:

Contract Amount		Funds Encumbered	
Original Contract	\$1,213,104.39	Original	\$1,213,104.39
Contract Changes	\$0.00	Additional	N/A
Revised Contract	\$1,213,104.39	Total	\$1,213,104.39

Work Certified To Date	
Base Bid Items	\$1,154,257.69
Contract Changes	\$0.00
Material On Hand	\$0.00
Total	\$1,154,257.69

Work Certified This Voucher	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Voucher	Total Amount Paid To Date
\$200.00	\$1,154,257.69	\$0.00	\$1,096,354.81	\$57,902.88	\$1,154,257.69
Percent Retained: 0%			Percent Complete: 95.15%		


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.

Signature



Signature

Date

7/7/2023

Date

Approved By City of Lino Lakes

Signature

Date

Payment Summary				
No.	Up Through Date	Work Certified Per Voucher	Amount Retained Per Voucher	Amount Paid Per Voucher
1	06/02/2022	\$1,048,727.11	\$52,436.36	\$996,290.75
2	09/13/2022	\$68,794.08	\$3,439.70	\$65,354.38
3	11/01/2022	\$36,536.50	\$1,826.82	\$34,709.68
4	06/22/2023	\$200.00	(\$57,702.88)	\$57,902.88

Funding Category Name	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Voucher	Total Amount Paid To Date
Local Pavement Management	\$750,660.28	\$0.00	\$713,127.27	\$37,533.01	\$750,660.28
Local Utility	\$236,953.33	\$0.00	\$224,915.67	\$12,037.66	\$236,953.33
S.A.P. 210-107-001 Roadway	\$166,644.08	\$0.00	\$158,311.87	\$8,332.21	\$166,644.08

Accounting Number	Funding Source	Amount Paid This Voucher	Revised Contract Amount	Funds Encumbered To Date	Paid Contractor To Date
1	State Aid	\$8,332.21	\$144,252.06	\$144,252.06	\$166,644.08
2	Local	\$49,570.67	\$1,068,852.33	\$1,068,852.33	\$987,613.61

Contract Item Status									
Line No.	Item	Description	Unit	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
1	2021.501/00010	MOBILIZATION	LS	\$50,000.00	1	0	\$0.00	1	\$50,000.00
2	2104.502/00850	REMOVE GATE VALVE & BOX	EACH	\$550.00	4	0	\$0.00	5	\$2,750.00
3	2104.503/00195	SAWING CONCRETE PAVEMENT (FULL DEPTH)	L F	\$12.00	36	0	\$0.00	0	\$0.00
4	2104.503/00205	SAWING BIT PAVEMENT (FULL DEPTH)	L F	\$12.00	89	0	\$0.00	89	\$1,068.00
5	2104.503/00315	REMOVE CURB & GUTTER	L F	\$8.00	1041	0	\$0.00	1037	\$8,296.00
6	2104.504/00080	REMOVE CONCRETE DRIVEWAY PAVEMENT	S Y	\$15.00	20	0	\$0.00	0	\$0.00
7	2104.504/00110	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	S Y	\$15.00	50	0	\$0.00	57	\$855.00
8	2104.504/00120	REMOVE BITUMINOUS PAVEMENT	S Y	\$3.50	2853	0	\$0.00	1795	\$6,282.50
9	2104.601	SALVAGE AND REINSTALL LANDSCAPE STRUCTURES	L S	\$3,000.00	1	0	\$0.00	1	\$3,000.00
10	2106.607/00050	HAUL & STOCKPILE BITUMINOUS MATERIAL	C Y	\$12.00	624	0	\$0.00	847	\$10,164.00
11	2123.610/00370	SKID LOADER	HOURL	\$125.00	25	0	\$0.00	6	\$750.00
12	2123.610/00410	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	\$150.00	25	0	\$0.00	68.75	\$10,312.50
13	2130.523/00010	WATER	MGAL	\$35.00	50	0	\$0.00	0	\$0.00

Contract Item Status									
Line No.	Item	Description	Unit	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
14	2211.509/00070	AGGREGATE BASE CLASS 5	TON	\$28.00	851	0	\$0.00	1435.875	\$40,204.50
15	2232.504/00040	MILL BITUMINOUS SURFACE (1.5")	S Y	\$1.10	14959	0	\$0.00	17012	\$18,713.20
16	2331.603/00070	JOINT ADHESIVE	L F	\$0.60	11734	0	\$0.00	16941	\$10,164.60
17	2360.504	TYPE SP 9.5 WEAR CRS MIX (2,B) 3.0" THICK	S Y	\$110.00	50	0	\$0.00	57.1	\$6,281.00
18	2360.509/10100	TYPE SP 9.5 BIT MIXTURE FOR PATCHING	TON	\$95.00	155	0	\$0.00	173.81	\$16,511.95
19	2360.509/12200	TYPE SP 9.5 WEARING COURSE MIX (2,B)	TON	\$75.00	3570	0	\$0.00	3450.8	\$258,810.00
20	2360.509/22205	TYPE SP 12.5 NON WEAR COURSE MIX (2,B)	TON	\$70.00	312	0	\$0.00	294.81	\$20,636.70
21	2504.602/00002	WATER SERVICE SYSTEM	EACH	\$2,900.00	18	0	\$0.00	14.79	\$42,891.00
22	2504.602/00808	8" GATE VALVE & BOX	EACH	\$4,821.32	4	0	\$0.00	5	\$24,106.60
23	2504.602/ar1	IRRIGATION SYSTEM REPAIR	EACH	\$250.00	30	0	\$0.00	32	\$8,000.00
24	2504.602	BOLT & VALVE BOX REPLACEMENT - VALVE	EACH	\$2,984.22	8	0	\$0.00	5	\$14,921.10
25	2504.602	BOLT & VALVE BOX REPLACEMENT - HYDRANT VALVE	EACH	\$3,992.76	17	0	\$0.00	17	\$67,876.92
26	2504.602/M8767	SACRIFICIAL ANODE BAG (32 LB)	EACH	\$885.36	12	0	\$0.00	9	\$7,968.24
27	2503.608/00011	DUCTILE IRON FITTINGS	LB	\$18.13	240	0	\$0.00	244	\$4,423.72
28	2506.502/06020	ADJUST FRAME & RING CASTING	EACH	\$1,000.00	38	0	\$0.00	40	\$40,000.00
29	2506.602/06360	REPAIR CATCH BASINS	EACH	\$659.00	11	0	\$0.00	18	\$11,862.00
30	2531.503/02315	CONCRETE CURB & GUTTER DESIGN B618	L F	\$28.50	72	0	\$0.00	458	\$13,053.00
31	2531.504/00060	6" CONCRETE DRIVEWAY PAVEMENT	S Y	\$66.15	20	0	\$0.00	0	\$0.00
32	2531.603/MSS01	CONCRETE CURB & GUTTER DES SURMOUNTABLE	L F	\$25.50	969	0	\$0.00	533	\$13,591.50
33	2531.603/012568	7" CONCRETE VALLEY GUTTER	L F	\$32.00	75	0	\$0.00	72	\$2,304.00
34	2540.602	TEMPORARY MAIL BOX	EACH	\$0.01	145	0	\$0.00	0	\$0.00
35	2557.602/M7906	REPAIR DOG FENCE	EACH	\$100.00	30	2	\$200.00	2	\$200.00
36	2563.601/00010	TRAFFIC CONTROL	LS	\$15,000.00	1	0	\$0.00	1	\$15,000.00

Contract Item Status									
Line No.	Item	Description	Unit	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
37	2573.502/00110	STORM DRAIN INLET PROTECTION	EACH	\$120.00	40	0	\$0.00	37	\$4,440.00
38	2573.503/00061	SEDIMENT CONTROL LOG TYPE WOOD FIBER	L F	\$3.50	2000	0	\$0.00	0	\$0.00
39	2574.507/00100	COMMON TOPSOIL BORROW	C Y	\$35.00	115	0	\$0.00	872	\$30,520.00
40	2575.504/00011	SODDING TYPE LAWN	S Y	\$25.00	579	0	\$0.00	600	\$15,000.00
41	2582.503/10104	4" SOLID LINE PAINT	L F	\$0.28	4200	0	\$0.00	4318	\$1,209.04
42	2582.503/10204	4" BROKEN LINE PAINT	L F	\$0.28	2342	0	\$0.00	470	\$131.60
43	2582.503/10404	4" DBLE SOLID LINE PAINT	L F	\$0.56	165	0	\$0.00	154	\$86.24
44	2582.518/05000	CROSSWALK PAINT	S F	\$2.00	720	0	\$0.00	432	\$864.00
45	2021.501/00010	MOBILIZATION	LS	\$8,500.00	1	0	\$0.00	1	\$8,500.00
46	2232.604/00470	MILL BITUMINOUS PAVEMENT (SPECIAL)	S Y	\$5.00	569	0	\$0.00	300	\$1,500.00
47	2360.509/10100	TYPE SP 9.5 BIT MIXTURE FOR PATCHING	TON	\$85.00	578	0	\$0.00	455.29	\$38,699.65
48	2360.509/12200	TYPE SP 9.5 WEARING COURSE MIX (2,B)	TON	\$74.50	2023	0	\$0.00	1618.5	\$120,578.25
49	2021.501/00010	MOBILIZATION	LS	\$9,500.00	1	0	\$0.00	1	\$9,500.00
50	2232.604/00470	MILL BITUMINOUS PAVEMENT (SPECIAL)	S Y	\$15.00	58	0	\$0.00	400	\$6,000.00
51	2360.509/10100	TYPE SP 9.5 BIT MIXTURE FOR PATCHING	TON	\$85.00	663	0	\$0.00	583.82	\$49,624.70
52	2360.509/12200	TYPE SP 9.5 WEARING COURSE MIX (2,B)	TON	\$74.50	2319	0	\$0.00	1833.64	\$136,606.18
Bid Totals:							\$200.00	\$1,154,257.69	

Project Category Totals		
Category	Amount This Voucher	Amount To Date
SCHEDULE A - STREET IMPROVEMENTS	\$200.00	\$783,248.91
SCHEDULE B - BID ALTERNATE 1 - RONDEAU LAKE RD W & 81ST ST W	\$0.00	\$169,277.90
SCHEDULE C - BID ALTERNATE 2 - RONDEAU LAKE RD E	\$0.00	\$201,730.88

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: Diane Hankee, City Engineer

MEETING DATE: August 28, 2023

TOPIC: Prohibiting Parking on Both Sides of Lake Drive (CSAH 23) between Aqua Lane and Main Street

VOTE REQUIRED: 3/5 Vote Required

INTRODUCTION

Staff is requesting approval of the No Parking Resolution for Both Sides of Lake Drive (CSAH 23) between Aqua Lane and Main Street.

BACKGROUND

Lake Drive (CSAH 23) is designated as a Principal Arterial. Principal Arterials are designed to carry longer trips at higher speeds with minimal land access. Staff held a meeting with public safety and Anoka County highway staff to discuss the current traffic volumes, access and safety concerns and are recommending that the City prohibit parking on Lake Drive between Aqua Lane and Main Street.

RECOMMENDATION

Staff is recommending adoption of Resolution No. 23-85 Prohibiting Parking on Both Sides of Lake Drive (CSAH 23) between Aqua Lane and Main Street.

ATTACHMENTS

1. Resolution No. 23-85
2. Exhibit

**CITY OF LINO LAKES
RESOLUTION NO. 23-85**

**PROHIBITING PARKING ON BOTH SIDES OF LAKE DRIVE (CSAH 23) BETWEEN
AQUA LANE AND MAIN STREET**

WHEREAS, the City of Lino Lakes, in cooperation with Anoka County find it in the best interest of the public to provide regulation of vehicular traffic in a safe and responsible manner; and

WHEREAS, Lake Drive is a County State Aid Highway and future funds expended on improvements will be conditional upon the establishment of parking restrictions; and

NOW, THEREFORE BE IT RESOLVED by The City Council of The City of Lino Lakes that Prohibiting Parking on Both Sides of Lake Drive (CSAH 23) between Aqua Lane and Main Street

BE IT FURTHER RESOLVED, that the Anoka County Engineer is authorized to install signs as deemed necessary for the proper enforcement of this No Parking Resolution, and that certified copies of this resolution be forwarded to Anoka County.

Adopted by the Council of the City of Lino Lakes this 28th day of August, 2023.

Rob Rafferty, Mayor

ATTEST:

Jolleen Chaika, City Clerk


Lake Drive



 Parcels

1 in = 908 Ft




August 14, 2023
Map Powered By Datafi



**CITY COUNCIL
AGENDA ITEM 6C**

STAFF ORIGINATOR: Katie Larsen, City Planner

MEETING DATE: August 28, 2023

TOPIC: Milestones Addition

- i. Consider Resolution No. 23-86 Approving Final Plat
- ii. Consider Resolution No. 23-87 Approving Development Agreement

VOTE REQUIRED: 3/5

REVIEW DEADLINE:

Complete Application Date:	July 10, 2023
60-Day Review Deadline:	September 8, 2023
120-Day Review Deadline:	November 7, 2023
Planning & Zoning Board Meeting:	August 9, 2023
Council Work Session:	August 28, 2023
City Council Meeting:	August 28, 2023

BACKGROUND

The applicant, MEP Lino Lakes, submitted a land use application for Milestones Addition final plat. The plat creates 2 commercial lots. Lot 1 is 1.86 acres for the purpose of constructing a 16,941 sf commercial day care facility called Lil’ Explorers Childcare Center. Outlot A will be a future commercial development and a formal site plan will be reviewed at later date.

This staff report is based on the following information:

- Milestones Addition Preliminary Plat & Civil Plan Set prepared by SISU Land Surveying & Engineering revision date July 6, 2023
- Milestones Addition Final Plat prepared by SISU Land Surveying received July 10, 2023
- Landscape Plan prepared by Midwest Landscapes dated June 12, 2023
- Title Commitment prepared by CHB Title, LLC dated June 6, 2023

Previous Council approvals:

- June 12, 2023: Resolution No. 23-53 Approving Preliminary Plat

- June 12, 2023: Resolution No. 23-54 Approving Conditional Use Permit for commercial daycare facility.

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

ANALYSIS

Existing Site Conditions

The 4.5 acre site is located south of Apollo Drive and north of Lilac Street. The site is currently vacant commercial land with trees and long grasses. Elevations range from 906EL on the west side to 914EL on the east side of site. The soils are poorly graded sands with silt. Free water was not observed in any of the borings.

Zoning and Land Use

The parcel is zoned GB, General Business and allows for commercial day care facilities with an approved conditional use permit. The parcel is guided commercial per the City’s 2040 Comprehensive Plan.

Current Zoning	GB, General Business
Existing Land Use	Vacant Commercial
Future Land Use per 2040 Comp Plan	Commercial
Utility Staging Area	1A=2018-2025

Surrounding Zoning and Land Use

Direction	Zoning	Existing Land Use	Future Land Use
North	GB, General Business	Commercial	Commercial
South	GB, General Business	Vacant Commercial	Commercial
East	GB, General Business	Commercial	Commercial
West	GB, General Business	Vacant Commercial	Commercial

Subdivision Ordinance

Conformity with the Comprehensive Plan and Zoning Code

The preliminary plat and final plat are consistent with the comprehensive plan for commercial development and zoning code requirements for GB, General Business as detailed in this staff report.

Blocks and Lots

The final plat contains Lot 1, Block 1 and Outlot A, Milestones Addition.

Parcel	Acres	Purpose
Lot 1, Block 1	1.86 acres	Commercial day care
Outlot A	2.08 acres	Future commercial development
Lilac Street Road Right-of-Way	0.41 acres	Road right-of-way
Apollo Drive Road Right-of-Way	0.17	Road right-of-way
TOTAL	4.52 acres	

Since there is no underlying preliminary plat and development plans for Outlot A, the outlot will need to be preliminary and final platted in the future.

The preliminary plat noted an overlap in the legal description with the two parcels on the northeast corner of the survey. The owner has recorded quit claim deeds of the two (2) parcels to the north property owners to eliminate the overlap.

Streets and Alleys

CSAH 12 (Apollo Drive) is an A-Minor Expander County road. Per the 2001 Joint Powers Agreement between Anoka County and the City of Lino Lakes, access to Apollo Drive shall be limited to four (4) access points. These four (4) access points currently exist at 579 Apollo Drive, 519 Apollo Drive, 7641 Lake Drive, and 7621 Lake Drive. No additional access points or driveway are allowed onto Apollo Drive in this section. Therefore, access to the site will be from Lilac Street.

Lilac Street is a local road. Consistent with Anoka County access management and the August 2020 CSAH 23 Preliminary Traffic Analysis, no additional access points are allowed onto CSAH 23 (Lake Drive). Therefore, Lilac Street will not connect to CSAH 23 (Lake Drive).

There are no other public roads being proposed with the development. A shared driveway from Lilac Street serving Lot 1 and Outlot A is proposed. A shared driveway agreement will be required.

Easements

Standard drainage and utility easements at least 10 feet wide have been provided over the lot lines and stormwater management facilities.

Public Land Dedication

The City will collect the following cash fee in lieu of land dedication for commercial development for final plat Lot 1, Block 1 Milestones Addition.

Milestones Addition	
1.86 acres x \$2,600 per acre =	\$4,836

Site and Building Plan Review

Site Plan

This site and building plan review is only for Lot 1, Block 1, Milestones Addition and the proposed 16,941sf (15,210sf first floor footprint + 1,731sf second floor) commercial day care. Future development of Outlot A will require a separate land use application for preliminary plat, site & building plan review, and final plat.

The building is located on the east half of the lot with parking lot in the front. A shared driveway along Lilac Street provides access to Lot 1 and Outlot A. Three (3) play areas are located adjacent to the building enclosed with a 5ft high black metal picket fence. Staff has completed a full site and building plan review of the project. The attached applicant’s narrative provides additional information. Overall, the proposed site plan and building meets ordinance and performance standard requirements unless otherwise noted.

Lot Size and Setbacks

The front lot line is along Lilac Street. Lot size, lot width and setback requirements are met.

	GB Requirements	Lot 1
Min. Lot Size	20,000 sf	81,022 sf
Min Lot Width	100 ft	239 ft
Setbacks-Street	Required	Proposed
Principal Building-Apollo Dr. (arterial street)	40 ft	120 ft
Principal Building-Lilac Street (local street)	30 ft	30 ft
Accessory Building (trash enclosure)	40 ft	120 ft
Parking Lot	15 ft	30 ft

Setbacks-Side Yard (west and east lot line)	Required	Proposed
Principal Building	10 ft	69 ft & 30 ft
Accessory Building	10 ft	177 ft & 36 ft
Parking Lot/Driveway	10 ft	Shared Lot Line & 48 ft

Architectural Plans and Exterior Building Materials

The day care facility is two stories with exterior materials consisting of the following:

Exterior Material	Color (Earth Tone)
LP Siding	Steely Gray (gray)
Manufactured Stonebrick Veneer	Olde World (brick red)
Wood-Grained Finish Architectural Metal Panels	Golden Maple (brown)
LP Siding Battens	Snowbound (white)
Prefinished Metal	Matt Black (black)
Manufactured Stone Veneer	Montana Jasper (dark dray)
Fiberglass Shingles	Charcoal (black)
Standing Seam Roof	Metallic Silver (gray)

The exterior materials, colors, and percentages are compliant with performance standards.

The building height is 33' 8" to the top roof peak which is less than that maximum 45 ft allowed.

A 150sf trash enclosure/storage area is proposed on the north side of the building. Construction details provided on Sheet A5.3 indicate painted smooth face CMU and painted rock face CMU to compliment the principal building. The swing gate is composite decking pickets that has at a minimum opaqueness of at least 80%. The trash enclosure is 6' 2" in height and has a standing seam metal roof. The trash enclosure meets performance standards.

Per Sheet A3.3, the rooftop mechanical equipment is screened by 3'4" high parapets.

Per Sheet A0.2, an automatic sprinkler system shall be provided throughout the building for fire suppression.

Outdoor Lighting

Per City Code Section 1007.043(6)(d), no light source shall exceed 1.0 foot candle onto right of way or 0.4 foot candle onto adjacent property. Per Page M, Photometric Plan, no light sources exceed 1.0 foot candle along Apollo Drive and Lilac Street and are compliant. No light sources exceed 0.4fc along the east lot line. Light sources do max at 4.4 foot candle within the shared parking lot because a light pole is located in the island on the lot line which is acceptable for safety purposes.

The parking lot light poles are 20ft tall on 3ft bases for a total height of 23 ft which is less the 45ft maximum allowed. The parking lot light fixtures are down lit and cutoff as required by city code. Decorative downlit wall mounted lights are provided on the exteriors of the building.

The outdoor lighting meets performance standards.

Off-Street Parking Requirements

Per City Code Section 1007.044(6), day care facilities require one (1) space for each 300sf of floor area. Floor area is 10% of the gross area. Parking calculations will be based on the first floor gross area because the second floor is only being used for storage.

Gross Area	-10%	Floor Area/300	Total Spaces Required	Total Spaces Provided
15,210 sf	1,521	13,689sf/300 =	46	46

Sheet C1, Site Plan indicates 43 paved parking stalls and 3 ADA parking stalls for a total of 46 parking stalls. A temporary emergency vehicle turn around is being constructed on Outlot A as part of a future shared parking lot. This area will be covered by a recorded Shared Driveway and Parking Access Agreement.

Grading Plan and Stormwater Management

Per the City Engineer Memo dated ~~May 3, 2023~~ ~~June 1, 2023~~ July 28, 2023:

Stormwater from the existing 4.22 acre vacant lot area drains to storm sewer along Apollo Drive (CSAH 12), which eventually drains to a city maintained pond in the northwest quadrant of the Apollo Drive (CSAH 12) and Lilac Street intersection.

The project is proposed to add approximately ~~1.02~~ 0.98 acres of impervious surface for the childcare facility, parking lot, and entrance drive, according to the Stormwater Management Plan. The applicant is proposing two infiltration basins to meet the runoff rates and water quality standards.

A geotechnical evaluation report prepared by Chosen Valley Testing, Inc. was submitted with the application. The report included soil borings which indicated that the soils in the area consist of poorly graded sand with silt. Groundwater was not observed in the borings.

The applicant used a HydroCAD model based on the Atlas 14, 24-hour storms to design the storm sewer and infiltration basins. The proposed improvements are designed to reduce site

runoff rates for the 2-, 10-, and 100-year rainfall events. Runoff rates for the 10-day snow melt event were not provided at this time and are not required as basin outlets are below the 100-year HWL.

Pre- and Post- Development Discharge Rates (cfs)				
Condition	2-Year	10-Year	100-Year	10-Day Snowmelt
Existing	0.64	2.73	9.34	Not provided
Proposed	0.22	1.94	8.10	Not provided

Public Utilities

The day care facility will be municipally served by a 21” sanitary sewer main and a 12” watermain located along Apollo Drive.

The subject site is located in Utility Staging Area 1A (2018-2025) and Sanitary District 2 (Sub-District 2B). Flow from this area is collected southward to MCES Meter M211 and Gravity Interceptor 8361 along North Road which passes southwest through Circle Pines.

Tree Preservation and Mitigation Standards

The Environmental Coordinator and Environment Board reviewed the tree preservation and landscaping requirements. The following comments are from the updated April 26, 2023 Environmental Board staff report. Additional comments are provided below ~~in the attached~~ ~~May 1, 2023~~ ~~June 1, 2023~~ memo.

A tree survey was performed that identified:

Total Trees	141
Total Trees Removed	131
Total Trees Saved	10

The applicant’s updated tree survey indicates 47 mitigation trees will be required. The Basic Use Area should include 20 feet outside of the fence on the east building perimeter as well. This reduces the total number of mitigation trees required to 34.

Of the 10 trees that are categorized as “Saved”, 8 are invasive species (Siberian elm) and 2 are not on the current project site. These trees will not provide existing tree credit.

32 trees planted in open space around buildings and ponds will also qualify as mitigation trees. There an additional 2 mitigation trees required to meet the standard. Two additional trees have been added.

Tree preservation and mitigation standards have ~~not~~ been met.

Open Areas Landscape Standards

Required for 40,000 square feet of open space: 16 large trees
32 large shrubs

Provided: 33 large trees
56 large shrubs

Open Areas Landscape Standards have been met.

Buffer and Screen Standards

The buffer and screen standards call for a 30-inch double triangulated row of plants for the north parking lot perimeter.

There are 36 large shrubs planned for the north parking lot perimeter. These shrubs are in a double triangulated row.

Buffer and Screen Standards have been met.

Canopy Cover

Vehicular hardscape planned: 23,000 sq. ft.
Canopy cover requirement: 9,200 sq. ft.
Canopy cover provided: 9,350 sq. ft.

Canopy cover requirements have been met.

The Preliminary Plat for Milestones Addition shows a future parking lot west of the proposed daycare facility. This would impact the placement of 4 trees currently providing canopy cover. To account for future development of Outlot A in Milestones Addition, these 4 trees have been moved to areas that will not be impacted by future construction.

The tree in the north island on the west parking lot perimeter ~~should be~~ has been moved to the west side of the access drive at the south of the site to avoid conflicts with light pole and fire hydrant.

Canopy cover standards have been met.

Foundation Landscaping

Staff estimated 340 linear feet of foundation that the standard will apply to.

	Large Trees	Large Shrubs (or equivalents)
Required	7	20
Provided	14	46

The foundation landscape requirements have been met.

Four shrubs at the northeast building corner near Play Area C ~~should be~~ have been removed to prevent conflicts with Fire Department Connection at building.

Sod and Ground Cover Standards

All areas not otherwise improved in accordance with the approved site plans shall have a minimum depth of 4 inches of topsoil and be sodded including boulevard areas. Seed may be provided in lieu of sod in certain cases, including when the area is adjacent to natural areas or wetlands.

The Turf Establishment Plan calls for Mn DOT 32-261 for the infiltration basins and Mn DOT 25-131, a low-maintenance, salt, shade, and drought tolerant mix for the rest of the turf on site. Mn DOT 32-261 should be changed to Mn DOT 33-261.

Six (6) inches of topsoil are planned for all turf establishment areas.

Category 3 erosion control blanket is noted for the areas with steeper slopes on the east portion of the site. This should be updated to reflect the 2020 Mn DOT specifications to ensure that there is no confusion. The City requires natural net erosion blanket.

Sod and ground cover standards have been met.

Signage

A separate Sign Permit Application with detailed sign information is required for any permanent or temporary signage.

Impervious Surface Coverage

The allowed maximum impervious surface coverage per lot in the GB, General Business District is 75%. Per Sheet C2.1, Site Plan, Lot 1 has 52% impervious surface and is compliant.

Traffic Study

In August 2020, Anoka County Highway Department completed a CSAH 23 Preliminary Traffic Analysis from Lexington Avenue to Main Street. The analysis included the intersection of CSAH 23 and Apollo Drive. The intersection currently operates at a Level of Service (LOS) D and is expected to operate the same in 2040. Per the applicant's narrative, the daycare typically has 150 cars in the morning and 150 cars in the afternoon during pick up and drop off. Drop off/Pick Up occurs typically from 7-8:30AM and 4-6PM.

CSAH 12 (Apollo Drive) is an A-Minor Expander County road. Lilac Street west of the site is a Major Collector road. Lilac Street south of the development is a local road. The exiting road system can accommodate the traffic generated by the daycare.

Staff Comments:

1. The applicant ~~shall~~ provided a Level of Service analysis of the Apollo Drive (CSAH 12) and Lilac Street intersection with the final plat submittals. The analysis ~~should shall~~ included existing and proposed conditions. Per the Traffic Impact Analysis, all

movements, approaches, and intersections for the 2024 No Build and 2024 Build conditions operate at a LOS A or LOS B. As such, the proposed development adheres to the City of Lino Lakes current performance standards and traffic operations mitigation and/or improvements to the existing roadway network will not be required. The City Engineer has requested additional information. See attached July 28, 2023 memo.

2. ~~The applicant shall be responsible for any required road improvements resulting from the Level of Service analysis.~~ No road improvements are required. The City Engineer has requested additional information. See attached July 28, 2023 memo.
3. Future development of Outlot A shall require an additional traffic Level of Service analysis.
4. The City Engineer is requesting additional information related to full-build/future year analysis, que lengths, and roadway removal/reconstruction plans.

Environmental Assessment Worksheet (EAW)

An EAW is not required for a commercial daycare facility.

Wetlands

There are no wetlands on site.

Shoreland District

The site is not located in the Shoreland District.

Floodplain

There is no FEMA floodplain on site.

Additional City and Government Agency Review Comments

Anoka County Highway Department

Anoka County Highway Department reviewed the Milestones Addition preliminary plat and provided comments in their May 22, 2023 letter. Ten (10) feet of additional road right-of-way along CSAH 12 (Apollo Drive) has been provided on the final plat.

Public Safety Comments

Deputy Director-Fire Division L'Allier notes the driveway and drive aisle need to be wider to accommodate emergency vehicles turning radius. The revised site plan has a wider driveway and drive aisle which are acceptable to Deputy Director L'Allier and City Engineer. The Fire Department Connection (FDC) has been relocated.

Lino Lakes Public Safety Department-Police Division reviewed the preliminary plat and day care facility and had no comments.

Environmental Board

The Environmental Board reviewed the development proposal at their April 26, 2023 meeting and noted some with minor revisions are needed. These are summarized in the attached May 1, 2023 Environmental Coordinator memo.

City Attorney

The City Attorney reviewed the status of title/property ownership related to the final plat and notes mortgage consent will be required if there is a mortgage against the property.

Agreements

Stormwater Maintenance Agreement

The stormwater facilities will be privately maintained and a Declaration for Maintenance of Stormwater Facilities will be required.

Development Agreement and Final Plat

The applicant ~~shall~~ has submitted a Land Use Application for final plat after preliminary plat approval. A Development Agreement will ~~then~~ be prepared by the City as part of the final plat application.

Site Improvement Performance Agreement

A Site Improvement Performance Agreement may be required for construction of the Lil' Explorer's Childcare Center facility or securities may be included in the Development Agreement.

Shared Driveway and Parking Access Agreement

A Shared Driveway and Parking Access Agreement and exhibit shall be recorded after final plat approval detailing private maintenance responsibilities include the driveways, landscaped parking lot medians, island landscaping, lighting, and other related appurtenances.

Comprehensive Plan

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

Findings of Fact

The Findings of Fact for Milestones Addition Final Plat are detailed in Resolution No. 23-86.

RECOMMENDATION

Staff recommends approval of the final plat.

The Planning & Zoning Board reviewed the Milestones Addition Final Plat on August 9, 2023 and recommended approval with a 7-0 vote.

ATTACHMENTS

1. Resolution No. 23-86
2. Final Plat
3. Resolution No. 23-87
4. Development Agreement

**CITY OF LINO LAKES
RESOLUTION NO. 23-86**

APPROVING MILESTONES ADDITION FINAL PLAT

WHEREAS, the City received a land use application for the Milestones Addition 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:

- Milestones Addition Preliminary Plat & Civil Plan Set prepared by SISU Land Surveying & Engineering revision date July 6, 2023
- Milestones Addition Final Plat prepared by SISU Land Surveying received July 10, 2023
- Landscape Plan prepared by Midwest Landscapes dated June 12, 2023
- Title Commitment prepared by CHB Title, LLC dated June 6, 2023; and

WHEREAS, the City Council the approved the Preliminary Plat with Resolution No. 23-53 on June 12, 2023; and

WHEREAS, the Planning & Zoning Board reviewed and recommended approval of the Development on August 9, 2023; 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 reviewed the status of title/property ownership related to the final plat and notes mortgage consent will be required if there is a mortgage against the property.
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 Milestones Addition Final Plat subject to the following conditions:

1. Resolution No. 23-54 approving the conditional use permit for Lil' Explorers Childcare Center shall be recorded after the final plat has been recorded.
2. A Shared Driveway and Parking Access Agreement shall be recorded.
 - a. The Agreement shall reference the Grantor and undersigned consistent with title commitment.

Adopted by the Council of the City of Lino Lakes this 28th day of August, 2023.

Rob Rafferty, Mayor

ATTEST:

Jolleen Chaika, City Clerk

MILESTONES ADDITION

KNOW ALL PERSONS BY THESE PRESENTS: That MEP Lino Lakes L.L.C. a Minnesota limited liability company, owner of the following described property situated in the County of Anoka, State of Minnesota, to wit:

That part of Lot 16 Auditor's Subdivision No. 134 lying East of the West 660 feet thereof and lying Southerly of a line parallel with and 50 feet Southeasterly and Southerly of the following described line as measured at right angles thereto: Commencing at the South 1/4 corner of Section 8, Township 31, Range 22; thence West along the South line of said Section 836.79 feet to the point of beginning of said line; thence Northeasterly 1124.51 feet along the arc of a nontangential curve concave to the Southeast, having a central angle of 78 degrees 42 minutes 57 seconds and a radius of 818.51 feet, the long chord of which bears North 67 degrees 05 minutes 31 seconds East 1038.14 feet; thence South 73 degrees 33 minutes East 221.71 feet more or less to the centerline of Lake Drive and said line there terminating, Anoka County, Minnesota.

EXCEPT That part of the Southwest Quarter of the Southeast Quarter of Section 8, Township 31, Range 22, Anoka County, Minnesota, described as follows: Commencing at the northwest corner of said Southwest Quarter of the Southeast Quarter; thence easterly along the northerly line of said Quarter Quarter Section 191.075 feet; thence Southwesterly to the point of intersection of the west line of said Quarter Quarter Section and the northwesterly line of Lot 12, Auditor's Subdivision No. 134; thence northerly on the westerly line of said Quarter Quarter Section 1005.6 feet, more or less to the point of beginning. The above described tract also being known as a part of Lot 16 Auditor's Subdivision No. 134; according to the duly recorded plat thereof on file and of record in the Office of the County Recorder in and for Anoka County, Minnesota.

ALSO EXCEPT That part of the Southwest Quarter of the Southeast Quarter of Section 8, Township 31, Range 22, Anoka County, Minnesota, lying west of the northwesterly line of Lots 3 to 13 of Auditor's Subdivision No. 134 extended to the northerly line of said Southwest Quarter of the Southeast Quarter. Above described tract also being known as a part of Lot 16, of Auditor's Subdivision No. 134, EXCEPT That part of the Southwest Quarter of the Southeast Quarter of Section 8, Township 31, Range 22, Anoka County, Minnesota, described as follows:

Commencing at the northwest corner of said Southwest Quarter of the Southeast Quarter; thence easterly along the northerly line of said Quarter Quarter Section 191.075 feet; thence southwesterly to the point of intersection of the west line of said Quarter Quarter Section and the northwesterly line of Lot 12, Auditor's Subdivision No. 134; thence northerly on the westerly line of said Quarter Quarter Section 1005.6 feet, more or less, to the point of beginning.

Has caused the same to be surveyed and platted as MILESTONES ADDITION, and does hereby dedicate to the public for public use the public ways and the drainage and utility easements as shown on this plat. Also dedicating to the County of Anoka the right of access onto County State Aid Highway No. 12 as shown on this plat.

In witness whereof said MEP Lino Lakes L.L.C. a Minnesota limited liability company, has caused these presents to be signed by its proper officer this ____ day of _____, 20__.

MEP Lino Lakes L.L.C.

Jennifer Schultz, Member

STATE OF _____
COUNTY OF _____

This instrument was acknowledged before me this ____ day of _____, 20__, by Jennifer Schultz, Member of MEP Lino Lakes L.L.C., a Minnesota limited liability company, on behalf of the company.

(Signed)

(Printed)

Notary Public, _____ County, Minnesota

My Commission Expires _____

SURVEYOR'S CERTIFICATE

I Curtiss Kallio 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__.

Curtiss Kallio, Licensed Land Surveyor
Minnesota License No. 26909

STATE OF _____
COUNTY OF _____

This instrument was acknowledged before me this ____ day of _____, 20__, by Curtiss Kallio.

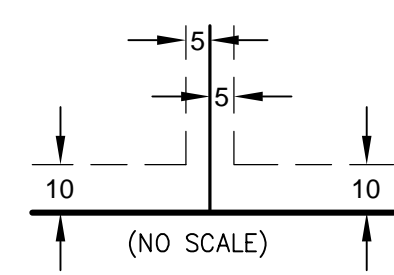
(Signed)

(Printed)

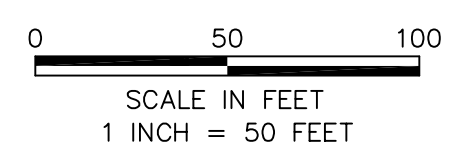
Notary Public, _____ County, Minnesota

My Commission Expires _____

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



FOR PURPOSES OF THIS PLAT, THE SOUTH LINE OF SECTION 8 IS ASSUMED TO BEAR N89°14'14"W.



BEING 5 FEET IN WIDTH AND ADJOINING LOT LINES, AND BEING 10 FEET IN WIDTH AND ADJOINING RIGHT OF WAY LINES, UNLESS OTHERWISE INDICATED, AS SHOWN ON THIS PLAT.

- DENOTES IRON MONUMENT FOUND
- DENOTES FOUND ANOKA COUNTY SECTION MONUMENT
- DENOTES 1/2 INCH BY 14 INCH MONUMENT SET AND MARKED BY LICENSE NO. 26909
- △ DENOTES RIGHT OF ACCESS DEDICATED TO ANOKA COUNTY

CITY COUNCIL, CITY OF LINO LAKES, MINNESOTA

This plat of MILESTONES ADDITION was approved and accepted by the City Council of the City of Lino Lakes, Minnesota at a regular meeting thereof held this ____ day of _____, 20__, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

City Council, City of Lino Lakes, Minnesota

By: _____ Mayor By: _____ 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: _____
David M. Ziegler
Anoka County Surveyor

COUNTY AUDITOR/TREASURER

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable for 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

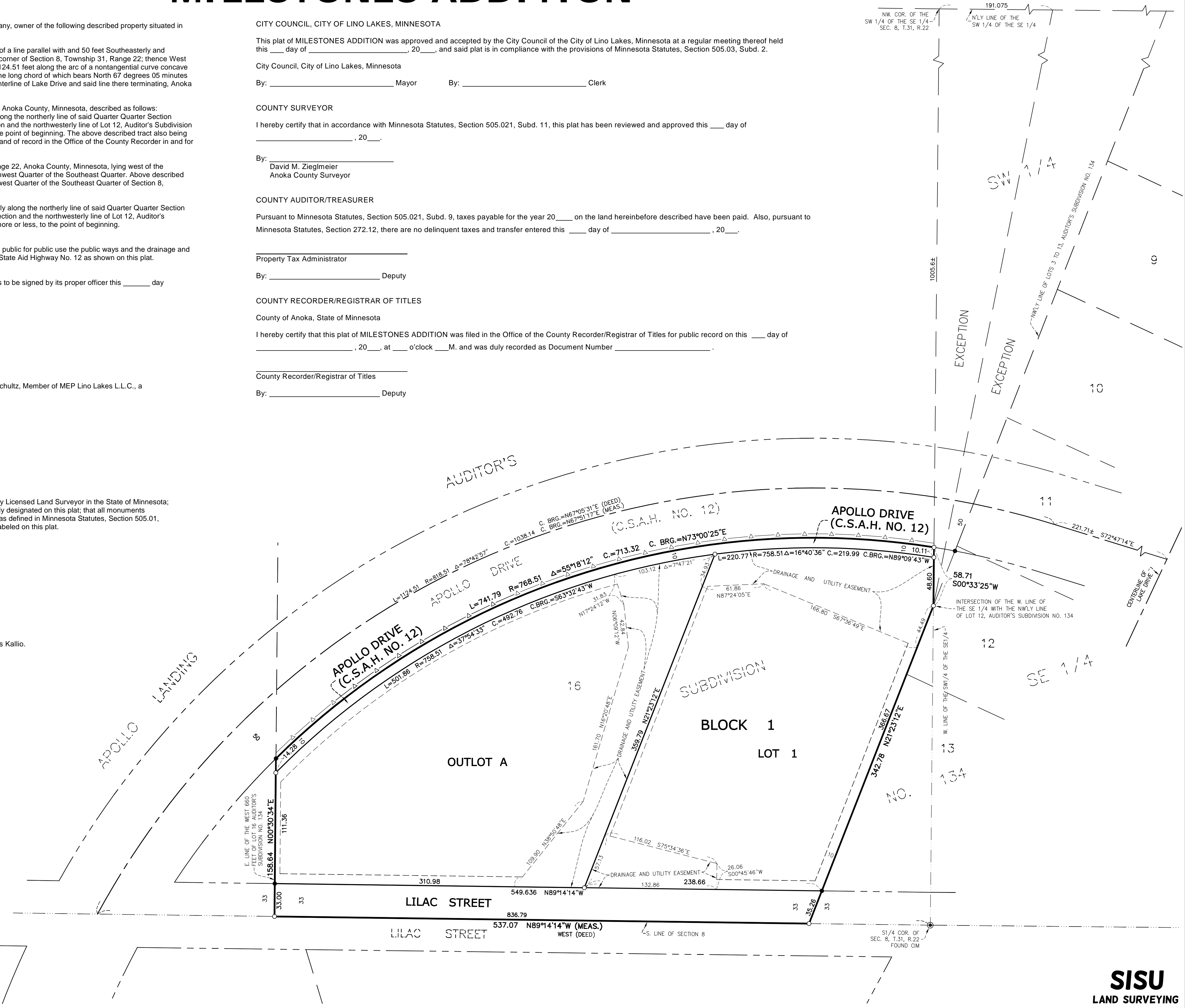
COUNTY RECORDER/REGISTRAR OF TITLES

County of Anoka, State of Minnesota

I hereby certify that this plat of MILESTONES ADDITION 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



**CITY OF LINO LAKES
RESOLUTION NO. 23-87**

APPROVING MILESTONES ADDITION DEVELOPMENT AGREEMENT

WHEREAS, the City Council approved the final plat for Milestones Addition with Resolution No. 23-86 on August 28, 2023; 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 MEP Properties, LLC and the City of Lino Lakes for Milestones Addition 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 28th day of August, 2023.

Rob Rafferty, Mayor

ATTEST:

Jolleen Chaika, City Clerk

DEVELOPMENT AGREEMENT

Milestones Addition

THIS AGREEMENT is made this ____ day of _____, 2023, by and between the City of Lino Lakes ("City"), a Minnesota municipal corporation, and MEP Lino Lakes L.L.C. a Minnesota Limited Liability Company ("Developer").

1. **Subdivision.** Developer received preliminary plat approval from the City by Resolution No. 23-53 for a plat known as Milestones Addition ("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 Milestones Addition 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. 23-86. The Final Plat including 2 lots 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. Milestones Childcare Center plan set containing 10 sheets, prepared by SISU Land Surveying and Engineering, revised July 28, 2023.
 - ii. Lil' Explorers Landscape Plan containing 1 sheet, dated July 12, 2023, prepared by Midwest Landscapes.
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, or 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 Rice Creek Watershed District (RCWD) 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 RCWD 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 prior to commencement of utility 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 a building permit.
- 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. Final street/ parking lot grading, subbase, gravel base, concrete curb and gutter, and bituminous base and wear course, street signs and striping shall be furnished and installed.
- d. Lighting shall be installed within 6 months of the bituminous base course. Extensions may be approved by the City Engineer, due to weather conditions, upon receipt of a written request in writing by the Developer to the City. In no case shall such extension extend beyond one year from the date of installation of bituminous base course.
- e. Storm sewers, when determined to be necessary by the City Engineer, including all necessary laterals, catch basins, inlets and other appurtenances, shall be furnished and installed.
- f. Sanitary sewer mains, laterals or extensions, including all necessary building services and other appurtenances, shall be furnished and installed.
- g. Water mains, laterals or extensions, including all necessary building services, hydrants, valves and other appurtenances, 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. Street light installations shall be initiated by the Developer with City Engineer approval. 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. Not applicable.~~

7. **Time of Performance.** The Developer shall install all required improvements enumerated in Paragraph 6 by November 30, 2024. 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. 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. A summary of the record plan attribute data for the storm sewer, watermain, and sanitary sewer structures and pipes shall be submitted in the form of an Excel Spreadsheet as provided by the City Engineer.
- d. 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. ~~Alternatively, the Developer may enter into a Public Improvement Surety Agreement, subject to City approval.~~ 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 Exhibit 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 [CITY] Improvement Costs
 - iii. City Engineering and Legal

- iv. ~~Street lighting installation (by utility company, developer to initiate)~~ Not Applicable.
- v. ~~Boulevard tree planting.~~ Not Applicable.
- vi. Street, storm sewer and pond maintenance
- vii. Property Taxes. Should the recording of the Final Plat occur after July 1st, any and all property taxes on any public property dedicated as a part of this plat shall be the responsibility of the Developer.

- 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:

$$1.86 \text{ Acres} \times \$2,600 \text{ per acre} = \$4,836.00$$

- b. ~~The Developer shall pay 15 months of maintenance and energy costs for street lights installed within the Subject Property at the rate of \$8/month/light. After that the City will assume the costs.~~ Not Applicable.

- c. GIS Mapping Fees

- d. Trunk Sewer Connection Fees

The City established trunk utility connection fees to uniformly distribute the costs of public trunk sanitary sewer infrastructure. The Trunk Utility Connection Fee consists of two components; a Trunk Charge and an Availability Charge.

Trunk Charge

The trunk charge shall be paid at the time of subdivision approval or at the time of hook-up, whichever is first. Commercial trunk charges are based on a factor of 2.92 units per acre.

Sanitary Sewer

\$1,695.00 Per Unit

Availability Charge

Commercial availability charges shall be paid at the time of building permit. Fees are based on the number of sanitary access charge (SAC) units assigned by Metropolitan Council Environmental Services (MCES).

City Sewer (CSAC)	\$1,586.00 Per SAC Unit
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Trunk sewer unit charges addressed under this paragraph are in addition to any SAC charges imposed by Metropolitan Council Environmental Services. An estimate of the total charge is specified in Exhibit B.

e. Trunk Water Connection Fees

The City established trunk utility connection fees to uniformly distribute the costs of public trunk water infrastructure. The Trunk Utility Connection Fee consists of two components; a Trunk Charge and an Availability Charge.

Trunk Charge

The trunk charge shall be paid at the time of subdivision approval or at the time of hook-up, whichever is first. Commercial trunk charges are based on a factor of 2.92 units per acre.

Water	\$2,435.00 Per Unit
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Availability Charge

Commercial availability charges shall be paid at the time of building permit. Fees are based on the number of sanitary access charge (SAC) units assigned by Metropolitan Council Environmental Services (MCES).

City Water (CWAC)	\$1,532.00 Per SAC Unit
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An estimate of the total charge is specified in Exhibit B.

f. Surface Water Management Area Charges

The City established a trunk area charge to uniformly distribute the costs of public trunk surface water infrastructure and water quality improvements. The Surface Water Management Charge shall be based on developable acreage, in

the amount specified in Exhibit B. The charge shall be paid at the time of subdivision approval.

17. Assessment of Charges and Waiver of Rights.

- a. In consideration of the construction of City Improvements listed in Section 7 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 permit shall be issued until:

- a. Site grading, certified compaction testing, City sewer, water, storm sewer, and bituminous base construction of the streets /parking lots, temporary street signs, gas, electric, telecommunication, cable and internet are installed and approved by the City.

19. Special Provisions.

- a. Resolution No. 23-54 approving the conditional use permit for Lil' Explorers Childcare Center shall be recorded after the final plat has been recorded.
- b. A Shared Driveway and Parking Access Agreement shall be recorded.

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.

Jennifer Schultz
MEP Lino Lakes L.L.C.
8825 Ridge Ponds Dr.
Victoria MN 55386
jeremy_nslc@yahoo.com

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

~~24. Land Use Controls—Planned Unit Development. [IF APPLICABLE]~~

~~a. [Name of plat] is a Planned Unit Development (PUD) as approved by the City Council by Ordinance No. _____, Ordinance No. _____ and Resolution No. _____.~~

~~[Add applicable standards]~~

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 _____, 2023,
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 _____, 2023,
by Jolleen Chaika as City Clerk of the City of Lino Lakes on behalf of said City.

Notary Public

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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 _____, 2023.

By:
Its:

STATE OF MINNESOTA _____)
_____) SS
COUNTY OF _____)

On this _____ day of _____, 2023, before me, a Notary Public within and for said County, personally appeared _____, who executed the foregoing instrument.

Notary Public

EXHIBIT A

Final Plat

EXHIBIT B

Securities, Escrows & Fees

EXHIBIT B
Securities, Escrows & Fees

PROJECT: MILESTONES ADDITION	NUMBER OF REU's:	NA
APPLICANT: MEP LINO LAKES L.L.C.	NO. OF LOT FRONTAGE:	NA
	AREA (ACRES):	1.86

IMPROVEMENTS	COST
<u>DEVELOPER IMPROVEMENT COSTS (Private)</u>	
SITE GRADING	\$193,000
EROSION CONTROL	\$8,000
LANDSCAPING	\$57,000
PARKING LOT	\$261,740
STORM SEWER CONST.	\$43,975
SANITARY SEWER CONST.	\$43,975
WATERMAIN CONST.	\$87,950
LIGHTING	\$12,000
Total	\$707,640
Letter of Credit Amount X 35%	\$247,674

<u>ESCROW for CITY'S COSTS</u>	
PLANNING/ REVIEW	\$500
ADMINISTRATION	\$7,440
ENGINEER PLAN REVIEW	\$1,500
ENGINEER CONSTRUCTION SERVICES	\$8,000
PROJECT FINAL DOCUMENTS & CITY ENGINEER	\$5,000
STREET LIGHT INSTALLATION	\$0
STREET & STORMWATER MAINTENANCE	\$1,500
PROPERTY TAXES	\$0
BOULEVARD TREE PLANTING	\$0
Total	\$23,940

<u>DEVELOPMENT FEES</u>	
PARK DEDICATION	\$4,836
PARK DEDICATION CREDIT	\$0
Subtotal Park Dedication Fee	\$4,836
AUAR	\$0
GIS MAPPING FEE	\$90
STREET LIGHTING OPERATION	\$0
Total	\$4,926

TRUNK SANITARY SEWER	
TRUNK CHARGE PER (ACRE OR UNIT)	\$9,206
AVAILABILITY CHARGE PER SAC UNIT	\$0
TRUNK SANITARY SEWER CREDIT	\$0
TRUNK WATERMAIN	
TRUNK CHARGE PER (ACRE OR UNIT)	\$13,225
AVAILABILITY CHARGE PER SAC UNIT	\$0
TRUNK WATERMAIN CREDIT	\$0
TOTAL TRUNK SEWER & WATER FEES	\$22,431
SURFACE WATER MANAGEMENT	
SURFACE WATER MANAGEMENT	\$21,420
SURFACE WATER MANAGEMENT CREDIT	\$0
TOTAL SURFACE WATER MANAGEMENT FEES	\$21,420
Total	\$43,851

<u>SUMMARY OF SECURITIES, ESCROW & FEES</u>	
SECURITY: DEVELOPER IMP'MENT COSTS	\$247,674
ESCROW FOR CITY COSTS	\$23,940
DEVELOPMENT FEES	\$4,926
TRUNK FEES	\$43,851

**CITY COUNCIL
AGENDA ITEM 6D**

STAFF ORIGINATOR: Michael Grochala, Community Development Director
Claire Knopf, Community Development Intern

MEETING DATE: August 28, 2023

TOPIC: Consider Ordinance No. 08-23 Amending City Code Section 901.03
Section Relating to Construction Working Hours

VOTE REQUIRED: 3/5

INTRODUCTION

Staff is requesting City Council consideration to amend City Code Chapter 901.03 to allow an exemption to construction working hour restrictions.

BACKGROUND

Construction projects, both public and private, periodically require the completion of work outside of working hours currently allowed in City code related to public nuisances and noise. The City allows construction activities to occur from 7 am to 7 pm Monday through Friday, 9 am to 5 pm on Saturdays, and does not permit activity on Sundays and federal holidays. Section 901.03 (4) currently provides for the following:

§ 901.03 PUBLIC NUISANCES AFFECTING PEACE AND SAFETY.

- (4) (a) Noise emanating from any use shall be in compliance with and regulated by the State of Minnesota Pollution Control Standards, Minn. Rules Ch. 7030, as it may be amended from time to time;
- (b) 1. No person shall engage in or permit construction activities involving the use of any kind of electric, pneumatic, diesel or gas-powered machine or other power equipment except as follows:

7:00 a.m. to 7:00 p.m.	Monday through Friday
9:00 a.m. to 5:00 p.m.	Saturday
No construction activity allowed	Sunday and federal holidays

2. The restriction on working hours in this § [901.03\(4\)\(b\)1.](#) does not apply to persons working on their own existing private residences;

Currently the only exemption is for persons working on their own private residence. Certain projects, such as a repair of a water main break or storm damage repairs, completed during prohibited hours would be in violation of City Code requirements. Additionally, certain construction practices, such as dewatering, require continuous operation to complete the task.

To address these issues staff is proposing an amendment to Section 901.03 to provide certain exemptions from the work hour and day prohibitions. Under the proposed amendment an emergency repair such as a water main break would be exempt from the requirement and undertaken as needed. Other work may be allowed by the City Engineer or Public Services Director, on a case by case basis, if determined necessary to restore public service such as a downed power line or eliminate a hazard, such as a downed tree blocking a road.

The amendment also allows for the City Engineer to approve activities such as dewatering, common on both public and private projects. Any approval would be subject to conditions requiring noise mitigation.

RECOMMENDATION

Staff is recommending approval of Ordinance No. 08-23.

ATTACHMENTS

1. Ordinance No. 08-23.

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

**CITY OF LINO LAKES
ORDINANCE NO. 08 -23**

**ORDINANCE AMENDING CITY CODE CHAPTER 901.03 (4) (b) RELATING TO
CONSTRUCTION WORKING HOUR RESTRICTIONS**

The City Council of Lino Lakes ordains:

Section 1. That Section 901.03 (4) (b) of the Lino Lakes Code of Ordinances related to Public Nuisances Affecting Peace and Safety is hereby amended as follows:

2. Exceptions. The restriction on working hours in this § 901.03(4)(b)1. does not apply to persons working on their own existing private residences;

i. The restriction on working hours in this § 901.03(4)(b)1. does not apply to persons working on their own existing private residences;

ii. The performance of city or state authorized, sponsored or licensed work to undertake emergency utility repairs, such as water main breaks, shall be exempt from the restrictions of this section. In other circumstances, where work is needed outside working hours and daily restrictions to protect the public health, safety or welfare of city residents, work may be allowed by the City Engineer or Public Services Director upon determination that the performance of work is necessary to restore public service or eliminate a public hazard. Any person responsible for such work shall take all reasonable actions to minimize the amount of noise.

iii. Private construction activity that requires continuous hours of operation to complete, such as dewatering, may be allowed subject to the approval of the City Engineer. Such approval shall be subject to any condition deemed necessary, by the City Engineer, to mitigate noise impacts.

Section 2. Effective Date. This Ordinance shall be in full force and effect from and after its passage and publication according to law.

Adopted by the Lino Lakes City Council this 11th day of September, 2023.

BY: _____

Rob Rafferty, Mayor

ATTEST:

Jolleen Chaika, City Clerk

**CITY COUNCIL
AGENDA ITEM 6E**

STAFF ORIGINATOR: Michael Grochala, Community Development Director

MEETING DATE: August 28, 2023

TOPIC: Consider First Reading of Ordinance 09-23, Approving Sale of Land to JAVA Companies, LLC.

VOTE REQUIRED: 3/5

INTRODUCTION

Staff is requesting City Council consideration to approve the sale of 2.24 acres of property owned by the City at the corner of Lake Drive and 77th Street (Lots 12 & 13, Block 2, Carole Estates 2nd Addition and a remnant of 7685 Lake Drive to JAVA Companies, LLC (Buyer).

BACKGROUND

Lots 12 and 13 were acquired by the City from the Economic Development Authority (EDA) in 1990, along with Lots 14, 16 & 17, for the construction of what was then known as Centennial Fire Station No. 2. At that time the City already owned Lot 15, Block 2 which was occupied by the original Centennial Fire Station No. 2. Lot 15, Block 2 was sold to the American Legion in 1999 as well as Lot 15 in 2017. The City purchased 7685 Lake Drive in 2019 for right-of-way allow for the 77th Street/Marketplace Drive realignment.

Lots 12 & 13, Block 2 of Carole's Estates 2nd Addition are immediately south of the American Legion and currently undeveloped. The property is approximately 2.01 acres in area. The property was being used for community gardens as a temporary use pending its sale and development. Two remnants of 7685 Lake Drive (.23 acres) are not needed for street purposes and available for assembly with the abutting property.

The City has been planning for the realignment of 77th Street to connect with the signalized Marketplace Drive intersection to improve mobility for properties west of Lake Drive and create development opportunities for properties north and south of the new road. Land assemble and the provision of right-of-way for the road improvements have continued to be a requirement for the sale of the City property.

JAVA Companies, LLC (Buyer), currently constructing a multi-tenant commercial project at 601 Apollo, has expressed interest in developing the City property. Through negotiations with Buyer, the City has reached a sale price of \$519,080 for the 2.24 acres. The purchase is subject to a 180 day buyer contingency period with options for four, sixty day extensions. Under the terms of the agreement buyer will; 1) execute a restrictive covenant prohibiting use of property for automobile/truck repair, car wash or a motor fuel station; 2) purchase the property located at

7681 Lake Drive; 3) dedicate to City drainage and utility easements and right-of-way for 77th/Marketplace Drive realignment. 4) Make a refundable earnest money deposit of \$5,000. Each extension will require an additional \$1,000 deposit.

The agreement also requires that the portion of the property (.2 acres), lying south of the proposed right-of-way, will revert to the City, and no cost, if the purchase of abutting land is not made within 3 years.

The City and Buyer will split the platting costs equally. The City agrees to complete the plans and specifications for the road realignment prior to closing and authorize advertisement for bids within 30 days of the property closing.

RECOMMENDATION

Staff is recommending approval of the 1st Reading of Ordinance No. 09-23.

ATTACHMENTS

1. Ordinance No. 09-23
2. General Location Map

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

**CITY OF LINO LAKES
ORDINANCE NO. 09-23**

**ORDINANCE APPROVING SALE OF LAND TO
JAVA COMPANIES, LLC**

The City Council of Lino Lakes ordains:

Section 1. Property. The City is the fee owner of the Property legally described as:

Lot 12 and Lot 13, Block 2, Carole’s Estates 2nd Addition; and

Lot 4, Auditor’s Subdivision No. 134 (7685 Lake Drive)

Section 2. Findings.

1. Lots 12 and 13, Block 2, Carole Estates 2nd Addition and that part of Lot 4, Auditor’s Subdivision No. 134 (excepting therefrom the proposed right-of-way for Marketplace Drive) as shown in the attached Exhibit A, is excess property identified for sale to promote economic development.
2. The Property is guided for Commercial use in the City’s 2040 Comprehensive Plan and zoned GB, General Business District and NB, Neighborhood Business.
3. The sale of property will result in development of the property and enhancement of the City’s tax base.
4. The sale of property will facilitate realignment of the 77th Street/Marketplace Drive to provide commercial and residential access to property west of Lake Drive.

Section 3. Authorization

The City Council approves the sale of the Property to JAVA Companies, LLC. The Mayor and City Clerk are hereby authorized and directed to execute a purchase agreement, deed and other documents as may be necessary in order to sell the Property. Proceeds from the sale of the Property shall be used in accordance with the requirements of the City Charter.

Section 4. Effective Date.

This ordinance shall be in full force and effect from and after 30 days following its passage and publication, in accordance with section 3.09 of the City Charter.

Adopted by the Lino Lakes City Council this 11th day of September, 2023.

Rob Rafferty, Mayor

ATTEST:

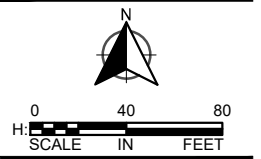
Jolleen Chaika, City Clerk

Exhibit A



Property to be sold

2022 MARKET PLACE DRIVE REALIGNMENT PROJECT
CITY OF LINO LAKES, MN



WSB PROJECT NO. 017210-000

FIGURE 1

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**CITY COUNCIL
AGENDA ITEM 6F**

STAFF ORIGINATOR: Diane Hankee PE, City Engineer

MEETING DATE: August 28, 2023

TOPIC: Authorizing a Feasibility Report, 2024 Street Reconstruction Project and Feasibility Report for Municipal Sewer and Water Extension

VOTE REQUIRED: 3/5

INTRODUCTION

Staff is requesting City Council consideration to authorize the preparation of a Feasibility Report for the 2024 Street Reconstruction Project and Municipal Sewer and Water Extension.

BACKGROUND

On June 26, 2023 the City Council adopted a five year Street Reconstruction Plan that identified roadways that would be funded through Street Reconstruction Bonds. The 2024 Street Reconstruction Project included the Pine Haven Area including 81st Street, Elbe Street, Danube Street and the Red Maple Lane neighborhood. Diane Street and Evergreen Trail are included as reclamation projects. There are no assessments proposed for street reconstruction and associated stormwater management improvements.

As part of the street reconstruction project the City will evaluate the extension of municipal water and sanitary sewer to the Pine Haven Area of 81st St, Elbe St., Danube St. and the Red Maple Lane neighborhood. Both of these neighborhoods currently use onsite septic systems and private wells. The City has received calls over the years inquiring about municipal service.

The procedure for assessing beneficial properties for municipal water and sanitary sewer is governed by Minnesota State Chapter 429 and the City's Charter. The first step is being considered tonight. A Feasibility Report on Improvements including the project cost, preliminary design and a proposed assessment roll. Concurrent to working on the Feasibility Report the City will hold a public informational meeting to introduce the proposed project and receive feedback.

WSB & Associates has submitted a proposal to complete the preliminary design, cost estimate, and preliminary assessment roll for the feasibility report, and a topographic survey for 2024 Street Reconstruction Project and Feasibility Report for Municipal Sewer and Water Extension for a total not to exceed the amount of \$59,842.00.

RECOMMENDATION

Staff is recommending approval of Resolution No. 23-89 Authorizing Preparation of Feasibility Report for the 2024 Street Reconstruction Project and Municipal Sewer and Water Extension.

ATTACHMENTS

1. Resolution No. 23-89
2. Project Location Map
3. Engineering Services Proposal for Preparing a Feasibility Report

**CITY OF LINO LAKES
RESOLUTION NO. 23-89**

**AUTHORIZING PREPARATION OF A FEASIBILITY REPORT FOR MUNICIPAL
SEWER AND WATER EXTENSION ASSOICATED WITH THE 2024 STREET
RECONSTRUCTION PROJECT**

WHEREAS, pursuant to Resolution 23-58 the City Council approved a 5 year Street Reconstruction Plan that would be funded through street reconstruction bonds, and

WHEREAS, The City is proposing to reconstruct the Pine Haven Area including 81st Street, Elbe Street, Danube Street and the Red Maple Lane neighborhood, and

WHEREAS, the City Council finds it is in the best interest of the City to consider the extension of sanitary sewer and water utilities within these neighborhoods at the time of reconstruction, and to assess the benefitted property for all or a portion of the cost of the utility extension, pursuant to Minnesota Statutes, Chapter 429 and the City Charter, and

WHEREAS, the number of benefitted property owners is estimated at 59 and will be determined as part of the report.

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

That the City Council directs staff to prepare a feasibility report to include the number of benefitted property owners and all necessary project costs in both unit price and in total for all components of the project including, but not limited to, the extension of sanitary sewer and water utilities.

BE IT FURTHER RESOLVED That the proposed improvement be referred to WSB and Associates, Inc., for study and that they are instructed to report to the council with all convenient speed advising the council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

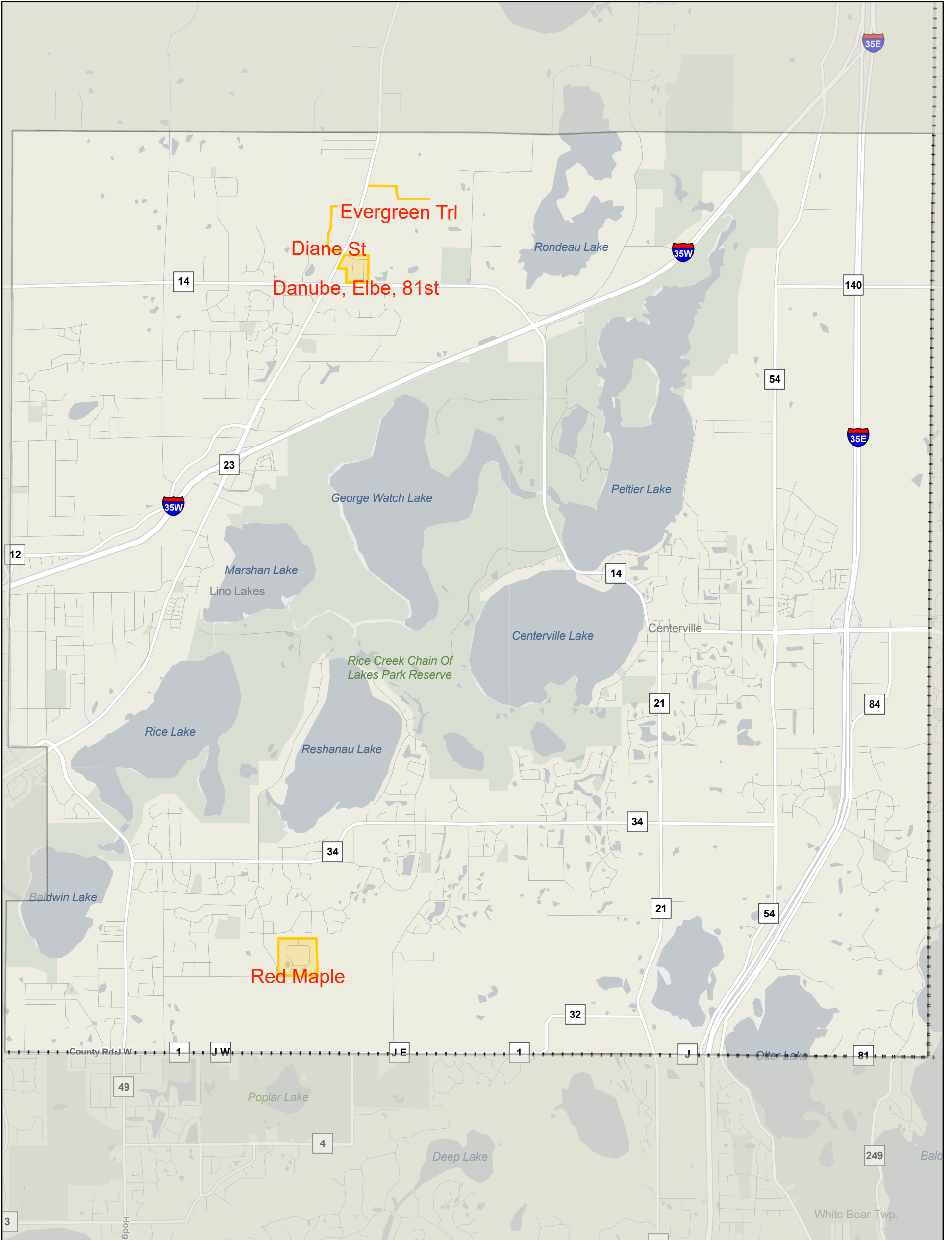
Adopted by the Council of the City of Lino Lakes this 28th day of August, 2023.



Rob Rafferty, Mayor

ATTEST:

Jolleen Chaika, City Clerk

2024 Street Reconstruction



-  Parcels
-  City Mask

1 in = 3,233 Ft



N
August 23, 2023
Map Powered By Datafi





August 23, 2023

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

Re: Proposal to Complete 2024 Street Reconstruction Project and Feasibility Report for Municipal Sewer and Water Extension

Dear Mr. Grochala:

WSB and Associates is please to submit this proposal for the preparation of a feasibility report for the 2024 Street Reconstruction Project and Municipal Sewer and Water Extension. The City plans to reconstruct the following roadways:

- Red Maple Lane and 62nd Street (east of West Shadow Lake Drive) (0.65 miles)
- Elbe Street, Danube Street, and 81st Street (0.45 miles)

As part of the street reconstruction project the City would like to evaluate the extension of municipal water and sanitary sewer to these unserved areas. In both neighborhoods there is existing municipal sewer and water nearby that could be extended.

The reclamation areas of Diane Street and Evergreen Trail are not proposed to be served with municipal utilities at this time and thus would not be included in the feasibility study.

Based on the project scope, WSB would perform the following tasks:

- a. Project Management
 1. WSB uses project management software that anticipates potential budget constraints so the project stays on budget and is completed in an efficient manner. This also includes project team meetings and coordination with City staff.
- b. Report, Research and Data Collection
 - i. The feasibility report will include an existing conditions summary, a preliminary design, utility layout, cost estimate and assessment roll. This report will include proposed improvement recommendations based on the findings from the research performed. The feasibility report will include a schedule and process that is in conformance with the City's Charter.
- c. Assessment Roll
 - i. A preliminary assessment roll will be created based on the project cost. The preliminary assessments will be sent to the property owners along with public hearing notices.

- d. Cost Estimate
 - i. A preliminary cost estimate will be created that includes the pricing for street improvements, storm sewer installation, sanitary sewer, and watermain.
- e. Drawings and Layouts
 - i. GIS plan view figures of the street and drainage, and the sewer and water for each neighborhood will be included in the report.
- f. Meetings
 - i. WSB will assist the City in publishing the assessment roll and presenting the feasibility report at the public hearing. It is assumed that there will be one public hearing meeting to lead for each neighborhood. It is also anticipated that there will be one public informational meeting and a preliminary design meeting for each neighborhood.
- g. Survey
 - i. WSB will obtain a topographic survey, a GSOC will be requested for markings prior to survey collecting data. Survey for the reconstruction area will be collected for cross sections every 50-feet and up to the driveways, or 50' from centerline whichever is shorter. Structures and utility information will be obtained. For the streets that are to be reclaimed, survey cross sections will be obtained every 100-feet and up to the right of way.

WSB will obtain quotes from AET, Haugo, and Chosen Valley Testing for performing borings on the reconstruction streets.

The engineering fee to complete the feasibility report of the 2024 Street Reconstruction Project and Municipal Sewer and Water extension is \$59,842.00 (not to exceed), note \$24,190.00 of this cost is for topographic survey need for design. This letter represents our understanding of the 2024 Street Reconstruction Project Sewer and Water extension feasibility study and the proposed scope of services. If you are in agreement with the scope of services and proposed fee, please sign in the appropriate space below and return one copy to us.

WSB & Associates, Inc. will provide a separate proposal to the City for final design and specifications services once the feasibility report is approved.

If you have any questions about this proposal, please feel free to call me at 612-360-1278.

Sincerely,

WSB & Associates, Inc.

Mark Erichson

Mark Erichson
Director

Brian J. Bourassa

Brian Bourassa
Client Representative

ACCEPTANCE:

The City of Lino Lakes hereby accepts the WSB proposal of \$59,842.00 for all services outlined in this letter.

City of Lino Lakes

Name _____

Title _____

Date _____

WORK SESSION STAFF REPORT
Work Session Item No. 1

Date: August 28, 2023
To: City Council
From: Hannah Lynch, Finance Director
Re: 2024 Draft Budget & Tax Levy

Background

A 2024 Draft Budget & Tax Levy is provided for Council's review. The draft was prepared by department directors and reviewed by the City Administrator with the intention of providing the resources needed to continue city services at their current levels.

The draft includes a proposed total tax levy of \$13,945,928 which represents a \$1,052,013 or 8.16% increase. With an increase in tax capacity values, the city tax rate is proposed to increase to 35.535% in 2024 from 34.974% in 2023.

Detail behind the \$1,052,013 total tax levy increase can be found on pages 11-12 of the draft budget.

Staff is looking for Council's direction regarding where attention should be given to reduce the tax levy, if desired.

General Fund

Total 2024 adjustments requested amount to \$543,171 as detailed on pages 11-12 of the draft budget.

The base budget increase of \$423,158 is primarily the result of existing personnel wages and benefits which include the following assumptions for 2024:

- 3.00% COLA and 0.75% market adjustment in accordance with labor contracts
- Continued implementation of the compensation plan approved in 2020
- 5.00% estimated increase in health insurance premiums (employer's share)
- 5.00% estimated increase in dental insurance premiums (employer's share)
- 3.00% estimated increase in workers compensation insurance premiums
 - In addition to the 3.00% increase, premiums reflect an increased experience modification/multiplier as realized with the 8/26/2023 to 8/26/2024 quote
- Wage & benefit assumptions for vacant positions

Other significant base budget changes include:

- The addition of part-time custodial maintenance employees in 2023 within Government Buildings is represented in the base budget (\$66,230) while the decrease in contracted custodial services is represented through a budget adjustment (\$75,000).
- The 2023 contingency budget was at \$234,000 due to unsettled labor contracts. With settled contracts for 2024, the contingency base budget was brought back to the standard \$75,000 amount.

Non-property tax general fund revenues increased, which decreases the need for tax levy dollars, primarily due to:

- \$45,000 increase in Circle Pines gas franchise fees. The budget has not kept up with the increased revenue as a result of increased gas utilization and customers.
- \$73,149 increase in non-business licenses and permits with the majority of the increase from projected Building Permit and Plan Inspection fees.
- \$25,000 decrease in fines & forfeits received from Anoka County. The budget has not been decreased to reflect the amount received in previous years.

Blue Heron Days

The Blue Heron Days Fund will again need support from the tax levy in 2024. After reviewing 2022 actuals, the fund reserves are expected to be used for the 2023 event.

Capital Equipment Replacement

In line with the City's 2023-2027 Financial Plan, a \$275,00 increase in the Capital Equipment Replacement Levy is requested in 2024. The increase continues to facilitate transitioning away from Certificates of Indebtedness and towards a Pay-As-You-Go approach to capital equipment financing.

The full 2024-2028 Financial Plan has yet to be prepared, but the Capital Equipment Replacement Fund, Fund 402, portion of the plan has been provided for Council's review. The focus during the budget process will be to approve the 2024 capital expenditures, while taking into account the plan for the fund for 2025-2028.

The Capital Equipment Replacement Fund CIP begins on page 41 of the draft budget.

Capital Fire Water Tender Replacement

In September 2022, the Council approved a contract with Custom Fire for the purchase of two water tenders at a total cost of \$2,262,000. The funding was provided through an interfund loan to be paid back with a tax levy over 10 years. The levy commences in 2024 and will go through taxes payable 2033.

Street Maintenance

The Street Maintenance Levy has increased \$129,554 or 15%. The \$990,000 levy will be used in combination with \$130,000 from the Water Fund to complete a street preservation project in line with the City's Pavement Management Plan.

The 2023 Pavement Management Plan recommends increased funding to maintain a target street condition rating of 73. Historical street maintenance funding is as follows:

- \$661,500 in 2020 (5.00% annual increase)
- \$711,113 in 2021 (7.50% annual increase)
- \$782,224 in 2022 (10.00% annual increase)
- \$860,446 in 2023 (10.00% annual increase)

A decline in the street condition rating is predicted in future years with an increase less than 15%.

Debt Levy

Significant changes to the Debt Levy include the maturity of the 2020 Certificates of Indebtedness and 2012A General Obligation Bonds. The \$286,660 levy decrease offsets the \$275,000 increase in the Capital Equipment Replacement Levy.

Requested Council Direction

Staff is prepared to discuss the draft budget and tax levy with the City Council at the following budget work sessions:

- August 14, 2023: Tax Levy, General Fund Budget, Capital Equipment CIP
- August 28, 2023: Rookery Activity Center and Enterprise Fund Budget

Budget work sessions may be scheduled at the discretion of the Council to achieve the desired budget level for 2024. Council action is requested by the September 25th meeting in order to set the preliminary tax levy and schedule a public hearing date. The preliminary levy set at the September meeting may not be increased thereafter, but may be lowered before approving the final budget and levy in December.

Attachments

2024 Draft Budget and Tax Levy

2024 ANNUAL BUDGET

Budget Work Sessions – August 2023





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**CITY OF LINO LAKES
2023-2024 BUDGET SUMMARY**

	Adopted 2023	Proposed 2024	\$ Change	% Change
<u>Tax Levy</u>				
Operating Levy	11,319,531	12,658,204	1,338,673	11.83%
Debt Levy	1,574,384	1,287,724	(286,660)	-18.21%
Total Tax Levy	<u>12,893,915</u>	<u>13,945,928</u>	<u>1,052,013</u>	<u>8.16%</u>

General Fund Budget

Revenues				
Property Taxes	9,734,585	10,404,384	669,799	6.88%
Other Taxes	140,000	185,000	45,000	32.14%
Business Licenses and Permits	66,360	72,225	5,865	8.84%
Non-Business Licenses and Permits	952,041	1,025,190	73,149	7.68%
Intergovernmental	687,417	692,621	5,204	0.76%
Charges for Services	413,913	456,325	42,412	10.25%
Fines and Forfeits	101,100	76,000	(25,100)	-24.83%
Investment Earnings	30,000	30,000	-	0.00%
Miscellaneous	32,000	32,000	-	0.00%
Use of Reserves	-	-	-	0.00%
Transfer From Other Funds	20,000	170,000	150,000	750.00%
Total Revenues	<u>12,177,416</u>	<u>13,143,745</u>	<u>966,329</u>	<u>7.94%</u>

Expenditures				
Administration	1,639,462	1,766,957	127,495	7.78%
Community Development	822,638	923,240	100,602	12.23%
Public Safety	6,231,750	6,659,143	427,393	6.86%
Public Services	3,249,566	3,544,405	294,839	9.07%
Other	234,000	250,000	16,000	6.84%
Total Expenditures	<u>12,177,416</u>	<u>13,143,745</u>	<u>966,329</u>	<u>7.94%</u>

Tax Rate

<u>34.974%</u>	<u>35.535%</u>
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**CITY OF LINO LAKES
2024 PROPOSED TAX LEVY**

			Adopted 2021	Adopted 2022	Adopted 2023	Proposed 2024	2023-2024	
							\$ Change	% Change
Operating Levy	Fund							
General Fund	101		8,306,254	8,748,619	9,694,085	10,369,384	675,299	6.97%
Rookery Activity Center	202		-	-	325,000	325,000	-	0.00%
Blue Heron Days (1)	205		-	10,000	-	10,000	10,000	0.00%
Capital Equipment Replacement (2)	402		-	150,000	325,000	600,000	275,000	84.62%
Capital Fire Water Tender Replacement	402		-	-	-	248,820	248,820	100.00%
Office Equipment Replacement (1)	403		25,000	25,000	25,000	25,000	-	0.00%
Street Maintenance (1)	421		711,113	782,224	860,446	990,000	129,554	15.06%
Storm Water Maintenance (1)	424		130,000	-	-	-	-	0.00%
Park and Trail Improvements (1)	425		60,000	75,000	90,000	90,000	-	0.00%
Total Operating Levy			9,232,367	9,790,843	11,319,531	12,658,204	1,338,673	11.83%
Debt Levy	Final Levy Year	Purpose						
Certificate of Indebtedness 2018	2021	Police/Fleet Capital Equipment	106,050	-	-	-	-	***
Certificate of Indebtedness 2019	2022	Police/Fleet Capital Equipment	140,307	139,493	-	-	-	#DIV/0!
Certificate of Indebtedness 2020	2023	Police/Fleet Capital Equipment	105,929	106,042	106,299	-	(106,299)	(100.00%)
G.O. Bond 2012A (3)	2023	Main St/Lake Dr & Birch St/Ware Rd Traffic Signals/Refund 2003A Series Bonds (Elm Street, Twilight Acres Water Main, Century Farm Lift Station)	175,896	178,794	176,109	-	(176,109)	(100.00%)
G.O. Bond 2015A (3)	2030	Shenandoah Area Street Reconstruction Improv	219,227	216,497	223,532	219,857	(3,675)	(1.64%)
G.O. Bond 2015A - Abatement Portion	2026	Birch Street Sanitary Sewer Ext & Turn Lanes	47,696	51,372	50,427	54,732	4,305	8.54%
EDA Lease/Revenue Bond 2015	2035	Fire Station #2	316,877	316,300	320,815	319,765	(1,050)	(0.33%)
G.O. Tax Abatement Refunding Bond 2016C	2022	City's Participation in YMCA Project	313,567	325,054	-	-	-	#DIV/0!
G.O Bond 2018A	2033	West Shadow Lake Dr & LaMotte Area Street Reconstruction Improv/Lake Dr Watermain/Trl	483,899	485,212	485,737	485,475	(262)	(0.05%)
G.O Bond 2021A	2031	4th Ave, Joyer Ln, Karth Rd, Talle Ln, Canfield Rd, and Gaage Ln Street Reconstruction Improv	-	209,680	211,465	207,895	(3,570)	(1.69%)
Total Debt Levy			1,909,448	2,028,444	1,574,384	1,287,724	(286,660)	(18.21%)
Total Levy			11,141,815	11,819,287	12,893,915	13,945,928	1,052,013	8.16%

(1) Levied in General Fund and transferred to respective funds prior to 2022. Shown separately for comparison purposes.

(2) Pay-As-You-Go capital equipment funding (Certificates of Indebtedness issued in prior years).

(3) Levy result of Voter-Approved Referendum.

**CITY OF LINO LAKES
2024 PROPOSED TAX CAPACITY RATE**

	Actual 2021	Actual 2022	Actual 2023	Proposed 2024
Taxable Market Value	2,435,156,410	2,587,650,762	3,287,882,335	3,546,388,732 *
<i>Annual % Change</i>	5.90%	6.26%	27.06%	7.86%
	Actual 2021	Actual 2022	Actual 2023	Proposed 2024
Total Tax Capacity Value	26,491,445	27,908,349	35,452,015	38,978,401 *
Less FD Contribution in Value	(1,537,086)	(1,643,524)	(1,502,577)	(1,820,393) *
Less Captured Value for Tax Increment	(845,716)	(783,140)	(1,041,739)	(1,404,772) *
Total Net Tax Capacity Value	24,108,643	25,481,685	32,907,699	35,753,236
<i>Annual % Change</i>	6.28%	5.70%	29.14%	8.65%
Total Levy	11,141,815	11,819,287	12,893,915	13,945,928
Less FD Distribution	(1,472,118)	(1,587,612)	(1,384,776)	(1,240,923) **
Total Net Levy for Tax Rate	9,669,697	10,231,675	11,509,139	12,705,005
<i>Annual % Change</i>	6.92%	5.81%	12.49%	10.39%
City Tax Capacity Rate	40.109%	40.154%	34.974%	35.535%

*Preliminary Estimate from Anoka County

**City Estimate

**CITY OF LINO LAKES
PERSONNEL TOTALS**

	Actual <u>2021</u>	Actual <u>2022</u>	Adopted <u>2023</u>	Proposed <u>2024</u>
ADMINISTRATION	5.000	5.000	5.000	5.000
FINANCE	3.100	2.600	2.600	2.600
ECONOMIC DEVELOPMENT	-	-	-	1.000
PLANNING & ZONING	1.000	1.000	1.000	1.000
COMMUNITY DEVELOPMENT	2.000	1.700	1.700	1.700
ENVIRONMENTAL	0.375	0.300	0.300	0.300
SOLID WASTE	0.250	0.200	0.200	0.200
FORESTRY	0.375	0.250	0.250	0.250
POLICE	32.550	33.050	33.050	33.050
FIRE	1.950	6.950	6.950	6.950
BUILDING INSPECTIONS	3.500	4.500	4.500	4.500
STREETS	6.250	6.150	6.250	6.250
FLEET	2.200	2.450	2.550	2.550
GOVERNMENT BUILDINGS	-	-	0.150	0.150
PARKS	4.950	5.350	5.600	5.600
RECREATION	-	0.100	-	-
TOTAL GENERAL FUND	63.500	69.600	70.100	71.100
ROOKERY ACTIVITY CENTER FUND	-	7.500	7.000	7.000
WATER FUND	3.250	4.050	4.050	4.050
SEWER FUND	3.250	4.050	4.050	4.050
STORM WATER FUND	-	1.800	1.800	1.800
GRAND TOTAL	70.000	87.000	87.000	88.000

Personnel are shown as Full Time Equivalents (FTE)

**CITY OF LINO LAKES
2024 PROPOSED GENERAL FUND REVENUE**

	Actual 2021	Actual 2022	Adopted 2023	June YTD 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	\$ Increase/ Decrease	% Increase/ Decrease
Property Taxes	9,280,146	8,759,777	9,734,585	2,793,569	9,734,585	669,799	10,404,384	669,799	6.88%
Other Taxes	125,570	152,971	140,000	65,432	140,000	45,000	185,000	45,000	32.14%
Special Assessments	185	0	0	0	0	0	0	0	***
Business Licenses and Permits	25,397	28,894	66,360	64,570	66,360	5,865	72,225	5,865	8.84%
Non-Business Licenses and Permits	1,317,407	1,247,111	952,041	431,859	952,041	73,149	1,025,190	73,149	7.68%
Intergovernmental	626,278	700,740	687,417	147,403	687,417	5,204	692,621	5,204	0.76%
Charges for Services	451,693	479,721	413,913	204,266	413,913	42,412	456,325	42,412	10.25%
Fines and Forfeits	73,206	61,141	101,100	34,245	101,100	(25,100)	76,000	(25,100)	(24.83%)
Investment Earnings	(50,817)	(163,143)	30,000	95,063	30,000	0	30,000	0	0.00%
Miscellaneous	62,305	55,049	32,000	6,971	32,000	0	32,000	0	0.00%
Other Financing Sources	0	40,000	20,000	21,213	20,000	150,000	170,000	150,000	750.00%
TOTAL REVENUES	11,911,370	11,362,261	12,177,416	3,864,591	12,177,416	966,329	13,143,745	966,329	7.94%

**CITY OF LINO LAKES
2024 PROPOSED GENERAL FUND REVENUE**

	Account Number	Actual 2021	Actual 2022	Adopted 2023	June YTD 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
Property Taxes									
Current Taxes	101-000-3010-000	9,146,333	8,702,091	9,694,085	2,793,569	9,694,085	675,299	10,369,384	Levy for General Operations
Delinquent Taxes	101-000-3020-000	98,537	31,359	40,000	0	40,000	(10,000)	30,000	Prior Year(s) Delinquencies
Excess Tax Increments	101-000-3050-000	23,653	20,448	0	0	0	0	0	
Tax Forfeits	101-000-3060-000	0	302	0	0	0	0	0	
Penalties & Interest	101-000-3150-000	11,623	5,577	500	0	500	4,500	5,000	
		9,280,146	8,759,777	9,734,585	2,793,569	9,734,585	669,799	10,404,384	
Other Taxes									
Lodging Tax	101-000-3225-000	57,950	72,907	85,000	29,055	85,000	0	85,000	Twin Cities Gateway Pass-Through
Circle Pines Gas Franchise	101-000-3350-000	67,620	80,064	55,000	36,377	55,000	45,000	100,000	
		125,570	152,971	140,000	65,432	140,000	45,000	185,000	
Special Assessments									
Current Assessments	101-000-3110-000	185	0	0	0	0	0	0	
		185	0	0	0	0	0	0	
Business Licenses and Permits									
Liquor License - Bar	101-000-3201-000	(391)	3,720	32,000	42,100	32,000	10,000	42,000	License to Sell Liquor for On-Premises Consumption
Liquor License - Beer	101-000-3202-000	97	0	1,000	0	1,000	(1,000)	0	License to Sell Beer for On-Premises Consumption
Off-Sale Liquor	101-000-3203-000	1,600	1,600	2,000	1,400	2,000	(600)	1,400	License to Sell Packaged Liquor for Off-Premises Consumption
Sunday Liquor License	101-000-3204-000	142	190	1,900	1,800	1,900	(100)	1,800	License to Sell Liquor for On-Premises Consumption on Sunday
Club Liquor License	101-000-3205-000	0	0	300	500	300	200	500	
Beer Permit	101-000-3206-000	0	28	0	0	0	0	0	
Investigation Fee	101-000-3208-000	423	1,223	1,000	2,782	1,000	2,000	3,000	Fee to Perform Background Investigation for License Applicants
Garbage Removal License	101-000-3209-000	1,930	2,200	2,000	2,155	2,000	0	2,000	Annual License to Collect Refuse in the City
Temporary Consumption Permit	101-000-3210-000	250	200	300	50	300	0	300	
Tobacco License	101-000-3211-000	650	650	600	600	600	0	600	Annual License to Sell Tobacco in the City
Cannabinoid License	101-000-3212-000	0	0	0	617	0	600	600	
Contractor's License	101-000-3213-000	11,891	11,280	15,691	4,610	15,691	(3,801)	11,890	
Rental Housing License	101-000-3215-000	5,871	5,991	5,834	5,924	5,834	66	5,900	
Dance License	101-000-3219-000	70	105	35	0	35	0	35	
Fireworks License	101-000-3220-000	400	200	200	100	200	0	200	
Massage License	101-000-3222-000	800	902	1,000	933	1,000	0	1,000	
Peddlers License	101-000-3223-000	1,665	605	2,500	1,000	2,500	(1,500)	1,000	License for Door-to-Door Sales
		25,397	28,894	66,360	64,570	66,360	5,865	72,225	
Non-Business Licenses and Permits									
Building Permits	101-000-3250-000	699,892	628,685	552,135	204,476	552,135	36,000	588,135	Value-Based Fee-Covers the Cost of Inspec. & Code Compl.
Plan Inspection Fees	101-000-3251-000	387,910	364,451	228,326	120,065	228,326	29,999	258,325	65% of Bldg Permit Fee to Cover Cost of Plan Review
Erosion Control Permits	101-000-3252-000	42,400	22,720	31,200	8,000	31,200	800	32,000	
Plumbing Permits	101-000-3253-000	51,170	49,994	31,710	13,466	31,710	2,000	33,710	
Mechanical Permits	101-000-3254-000	92,612	105,910	64,593	54,896	64,593	4,602	69,195	
Septic Plumbing Permit	101-000-3255-000	5,580	5,410	5,577	1,450	5,577	103	5,680	
Septic System Permit	101-000-3256-000	8,300	7,750	7,000	1,500	7,000	100	7,100	
Fence Permit	101-000-3259-000	7,933	7,590	4,700	2,691	4,700	300	5,000	
Dog License	101-000-3260-000	1,145	967	1,250	356	1,250	(250)	1,000	
Sign Permit	101-000-3262-000	100	1,145	926	1,010	926	99	1,025	
Road Overweight Permit	101-000-3263-000	0	0	0	150	0	0	0	
Underground Utility Permit	101-000-3264-000	14,528	36,161	18,624	21,974	18,624	(604)	18,020	
Miscellaneous Permits	101-000-3266-000	5,837	16,328	6,000	1,825	6,000	0	6,000	
		1,317,407	1,247,111	952,041	431,859	952,041	73,149	1,025,190	
Intergovernmental									
TZD Safe Roads Grant	101-000-3314-000	29,163	25,537	25,000	5,367	25,000	0	25,000	Office of Traffic Safety (OTS) Grant Funding
Local Government Aid	101-000-3340-000	0	0	0	0	0	0	0	
Market Value Homestead Credit	101-000-3341-000	3,500	6,556	3,500	0	3,500	0	3,500	
Municipal State Aid	101-000-3345-000	246,536	276,074	275,000	133,258	275,000	0	275,000	For Maintenance of City-Designated State-Aid Roads
Police State Aid	101-000-3346-000	246,117	258,907	260,000	0	260,000	0	260,000	Aid for Police Retirement Plan and POST Training
Other State Revenue	101-000-3348-000	0	30,386	0	0	0	0	0	
Fire State Aid	101-000-3349-000	0	21,703	21,703	0	21,703	2	21,705	
Other Fire Aid	101-000-3351-000	32,242	13,408	20,000	8,778	20,000	0	20,000	Fire Training/Ed
Anoka County Solid Waste	101-000-3360-000	68,721	68,169	82,214	0	82,214	5,202	87,416	SCORE Grant for Recycling Efforts
Other Anoka County Revenue	101-000-3364-000	0	0	0	0	0	0	0	
		626,278	700,740	687,417	147,403	687,417	5,204	692,621	

**CITY OF LINO LAKES
2024 PROPOSED GENERAL FUND REVENUE**

	Account Number	Actual 2021	Actual 2022	Adopted 2023	June YTD 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
Charges for Services									
Land Use Fee	101-000-3265-000	15,989	19,240	10,023	7,930	10,023	202	10,225	
Sale of Supplies	101-000-3404-000	57	12	100	2	100	(75)	25	
Assessment Searches	101-000-3405-000	11,420	7,940	9,000	2,600	9,000	(1,000)	8,000	
Election Filing Fees	101-000-3409-000	20	0	0	0	0	0	0	
Return Check Fee	101-000-3413-000	30	0	0	0	0	0	0	
SAC/Surcharge Fee	101-000-3414-000	8,447	9,298	5,000	2,693	5,000	1,000	6,000	
Aerial Map Fee	101-000-3417-000	24,660	23,670	12,000	0	12,000	8,000	20,000	
Police Reports	101-000-3420-000	725	797	800	561	800	0	800	
Police Other Revenues	101-000-3422-000	173,767	184,795	165,000	88,417	165,000	25,000	190,000	
Public Works Fees	101-000-3433-000	3,749	4,902	7,500	9,824	7,500	500	8,000	
Other Park Revenues	101-000-3470-000	4,042	6,399	4,000	1,200	4,000	1,000	5,000	
Administrative Charge - Bonds	101-000-3490-000	0	0	0	0	0	0	0	
Engineering/Planning Charges	101-000-3492-000	44,385	53,911	28,999	10,597	28,999	5,001	34,000	
Investment Management Charge	101-000-3494-000	50,000	50,000	50,000	12,500	50,000	0	50,000	
Building Rents	101-000-3640-000	250	200	200	100	200	0	200	
Bldg Lease Revenue	101-000-3740-000	114,154	118,557	121,291	67,842	121,291	2,784	124,075	New Creations Child Care
		451,693	479,721	413,913	204,266	413,913	42,412	456,325	
Fines and Forfeits									
Fines & Forfeits	101-000-3510-000	72,206	61,041	100,000	33,645	100,000	(25,000)	75,000	
Driving Diversion Program (DDP)	101-000-3512-000	1,000	100	1,100	600	1,100	(100)	1,000	
		73,206	61,141	101,100	34,245	101,100	(25,100)	76,000	
Investment Earnings									
Interest on Investments	101-000-3620-000	(50,817)	(163,143)	30,000	37,209	30,000	0	30,000	
Change in Fair Value of Investments	101-000-3621-000	0	0	0	57,854	0	0	0	Included in Interest on Investments in 2021 and 2022
		(50,817)	(163,143)	30,000	95,063	30,000	0	30,000	
Miscellaneous									
Donations	101-000-3720-000	0	200	0	0	0	0	0	
Refunds & Reimbursements	101-000-3730-000	59,468	52,769	30,000	6,969	30,000	0	30,000	
Miscellaneous Revenue	101-000-3810-000	2,837	2,080	2,000	2	2,000	0	2,000	
		62,305	55,049	32,000	6,971	32,000	0	32,000	
Other Financing Sources									
Use of Fund Reserves	101-000-3900-000	0	0	0	0	0	150,000	150,000	Transfer to Capital Equipment Replacement Fund
Sale of Fixed Assets	101-000-3910-000	0	0	0	1,213	0	0	0	
Transfer From Other Funds	101-000-3920-000	0	40,000	20,000	20,000	20,000	0	20,000	\$20K from Cable TV/Communications Fund
		0	40,000	20,000	21,213	20,000	150,000	170,000	
Total Revenues		11,911,370	11,362,261	12,177,416	3,864,591	12,177,416	966,329	13,143,745	



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**CITY OF LINO LAKES
GENERAL FUND
2024 BASE BUDGET ADJUSTMENTS**

DEPARTMENT	ACCT #	NAME	DESCRIPTION	AMOUNT
Mayor and Council	4343	Newsletter	Newsletter design and printing	\$ 1,215
Mayor and Council	4452	Subscriptions/Dues	League of MN Cities (LMC) dues	\$ 890
Elections	44xx	Personal Services	Primary & General Election in 2024 - increased Election Judge hours (expansion of absentee balloting)	\$ 30,050
Elections	4340	Printing & Publishing	Reduction in ballot printing cost - not a municipal election	\$ (1,800)
Charter	4300	Professional Services	Charter Commission Directed Expenses increase per MN Statute 410.06 (0.07% of 2023 general property tax levy)	\$ 1,457
Finance	4308	Auditor	General fund portion of annual audit. No single audit anticipated in 2024.	\$ (3,000)
Finance	4310	Other Consultants	Metro-INET services, programs & support	\$ 41,305
Finance	4310	Other Consultants	Springbrook financial software annual maintenance	\$ 1,405
Finance	4342	Truth in Taxation	Budget public hearing notices mailed by Anoka County	\$ 320
Economic Development	41xx	Personal Services	Elimination of Economic Development Intern position with addition of Community Development Specialist FTE	\$ (27,852)
Economic Development	4200	Office Supplies	EDAC meeting supplies	\$ 180
Economic Development	4330	Travel & Tuition	Annual Training and Conference	\$ 50
Engineering	4410	Contracted Services	Bluebeam software annual maintenance	\$ 109
Engineering	4410	Contracted Services	Aerial photography - annual service by Anoka County	\$ 1,000
Community Development	41xx	Personal Services	Addition of Community Development Specialist FTE	\$ 88,199
Community Development	4330	Travel & Tuition	Addition of Community Development Specialist FTE	\$ 700
Community Development	4410	Contracted Services	Bluebeam software annual maintenance	\$ 109
Community Development	4410	Contracted Services	Addition of Community Development Specialist FTE	\$ 1,243
Community Development	4452	Subscription & Dues	Addition of Community Development Specialist FTE	\$ 700
Environmental	41xx	Personal Services	Maximum hourly rate of pay increase to \$19/hour for seasonals, temporaries, and interns	\$ 1,956
Environmental	4330	Travel and Tuition	Wetland delineation training course	\$ 400
Environmental	4410	Contracted Services	Bluebeam software annual maintenance	\$ 109
Solid Waste	41xx	Personal Services	Maximum hourly rate of pay increase to \$19/hour for seasonals, temporaries, and interns	\$ 3,271
Solid Waste	4343	Newsletter	Solid waste grant funds cover portion of the newsletter related to recycling	\$ 2,000
Building Inspections	4240	Small Tools	Tools for 3 inspectors and gas for monitor calibration	\$ 100
Police	4213	Youth Programs	Police Explorer annual registrations and lodging	\$ 1,610
Police	4240	Small Tools	Level 3 ballistic shield	\$ 9,502
Police	4240	Small Tools	Price increases for computers and SWAT equipment	\$ 2,600
Police	4300	Professional Services	13 POST license renewals (every 3 years), employee mental health price increase, state required biennial Body Work Camera (BWC) audit	\$ 2,930
Police	4321	Telephone	Additional cellphone line	\$ 1,400
Police	4330	Travel & Tuition	Outside training and POST mandated training price increases, addition of LMC Patrol online training	\$ 3,505
Police	4360	Insurance	Police liability insurance premium. LMCIT suggests cities allow for possible rate increases in the range of 5-9%. An 8% increase has been assumed.	\$ 3,530
Police	4370	Uniforms	Uniform allowance increase per union contracts, additional CSO uniforms	\$ 1,758
Police	4410	Contracted Services	Police RMS, Leads Online, Lexipol, Vector, and Archive Social price increases, equipment repairs (radio, computer, etc.)	\$ 11,102
Police	4452	Subscription & Dues	Additional memberships for Criminal Intelligence Association and property evidence	\$ 244
Fire	4300	Professional Services	MN FF Licensure for Duty Crew and employee mental health prices increases	\$ 1,865
Fire	4321	Telephone	Additional cellphone line	\$ 600
Fire	4330	Travel & Tuition	Purchase of training aids and increase in training fees	\$ 2,800
Fire	4410	Contracted Services	Anoka County Fire Protection increase for PSDS system and fire RMS, Archive Social, every 3 year FIT assessment, price increases	\$ 10,516
Streets	41xx	Personal Services	Maximum hourly rate of pay increase to \$19/hour for seasonals, temporaries, and interns.	\$ 15,782
Streets	4223	Street Signs	Multi-year street name sign change-out project	\$ 3,000

DEPARTMENT	ACCT #	NAME	DESCRIPTION	AMOUNT
Streets	4224	Patching Materials	Asphalt cost has increased significantly in recent years (75% increase since 2014). Additionally, a public works initiative to increase thin overlays in-house with paver unit is dependent on an increase to asphalt budget.	\$ 37,500
Streets	4228	Salt/Sand	Salt cost per state bid has increased 74% since 2014. Increase is necessary to ensure an adequate supply of salt coinciding with increased lane miles and rising costs.	\$ 32,500
Streets	4385	Street Lights	Increase to reflect actual electric expenditures incurred	\$ 13,000
Streets	4410	Contracted Services	Contracted curb work, crack filling, striping/crosswalks and tree work rates have increased	\$ 23,500
Streets	4452	Subscription & Dues	Decrease to reflect actual expenditures incurred. Previous recertification fees moved to Storm Water Fund.	\$ (3,500)
Fleet	4221	Shop Parts	Shop part price increases and increased scope of repairs	\$ 5,000
Fleet	4300	Professional Services	Increase to reflect actual expenditures incurred	\$ 5,700
Fleet	4300	Professional Services	PreCise Truck GPS and analytic hardware	\$ 10,500
Fleet	4321	Telephone	Annual PreCise GPS service	\$ 1,920
Fleet	4363	Auto Insurance	Auto insurance premium. LMCIT suggests cities allow for possible rate increases in the range of 5-10%. An 8% increase has been assumed (\$3,194). An additional assumption of three \$1,000 deductibles (\$3,000) has been added based on an historical average.	\$ 720
Fleet	4370	Uniforms	Uniform allowance for 2.0 FTE (compared to previous 1.5 FTE in 2020)	\$ 190
Fleet	4410	Contracted Services	Price increases for fire vehicle repairs and inspections	\$ 6,000
Fleet	4452	Subscription & Dues	Decrease to reflect actual expenditures incurred. Previous Cartegraph Fleet Management fees allocated to various departments within professional services.	\$ (4,500)
Government Buildings	41xx	Personal Services	Maximum hourly rate of pay increase to \$19/hour for seasonals, temporaries, and interns	\$ 1,791
Government Buildings	4321	Telephone	Increase in the price of phone and internet service	\$ 1,136
Government Buildings	4322	Postage	Increase in the price of postage	\$ 500
Government Buildings	4361	Insurance	General liability, property, and excess liability insurance premium. LMCIT suggests cities allow for possible rate increases in the range of 5-9%. An 8% increase has been assumed.	\$ 26,520
Government Buildings	4381	Electricity	Increase to account for trending amounts in 2021 and 2022	\$ 28,500
Government Buildings	4410	Contracted Services	Elimination of contracted building cleaning service	\$ (75,000)
Government Buildings	4452	Subscriptions & Dues	Increase to account for actual expenditures incurred for newspaper subscription	\$ 200
Parks	41xx	Personal Services	Maximum hourly rate of pay increase to \$19/hour for seasonals, temporaries, and interns. Increase in hours to accommodate additional seasonal worker.	\$ 24,134
Parks	4382	Utilities	Increase to account for actual expenditures incurred for irrigation at city parks	\$ 15,000
Others	4905	Contingency	Increase to account for unknowns	\$ 25,000
Others	4910	Operating Transfers	Transfer to Capital Equipment Replacement Fund as identified in 2024-2027 Financial Plan	\$ 150,000

Total 2024 Adjustments Requested \$ 543,171

Increase in General Fund Base Budget	\$ 423,158
Increase in Non-Property Tax General Fund Revenues	\$ (141,030)
Use of General Fund Reserves	\$ (150,000)
Increase in Blue Heron Days Levy	\$ 10,000
Increase in Capital Equipment Levy	\$ 275,000
Increase in Capital Fire Water Tender Levy	\$ 248,820
Increase in Pavement Management Levy	\$ 129,554
Decrease in Existing Debt	\$ (286,660)

Total 2024 Tax Levy Increase \$ 1,052,013

REQUEST FOR PERSONAL SERVICE CHANGES

Department: Community Development	Supervisor: Michael Grochala
Position Title: Community Development Specialist	Budget Impact: \$88,199

Justification for change:

Since 2012 3.0 FTE's have been eliminated from the Community Development Department through attrition or elimination resulting from budget cuts. The Associate Planner, Economic Development Coordinator and Natural Resource Specialist positions were vacated and not refilled. Duties and responsibilities were absorbed by remaining staff, assisted by the addition of a part time internship position.

The Community Development Specialist position is intended to provide a supporting role to existing staff, provide redundancy in key professional areas and fill gaps in existing services/functions. Responsibilities will include:

- Assist with zoning administration/code enforcement
- Assist with Economic Development activities including EDAC support and Business Retention and Expansion program development
- Environmental Plan review and educational programming including water conservation efforts
- City Code updates
- Housing Maintenance program development

Costs:

Salary Range	=	\$56,160 – \$70,720
Travel/Tuition	=	\$700
Dues	=	\$700
Software Bluebeam/Esri	=	\$1,243

Budget impact would be partially offset by elimination of the Economic Development internship position (\$27,852).

**CITY OF LINO LAKES
2024 PROPOSED GENERAL FUND EXPENDITURES**

DEPT#	DESCRIPTION	Actual 2021	Actual 2022	Adopted 2023	June YTD 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	\$ Increase/ Decrease	% Increase/ Decrease
ADMINISTRATION										
401	MAYOR AND COUNCIL	90,924	106,237	104,155	33,810	107,169	2,105	109,274	5,119	4.91%
402	ADMINISTRATION	545,472	650,970	682,512	253,573	712,767	0	712,767	30,255	4.43%
403	ELECTIONS	16,445	36,374	20,750	4,769	20,750	28,250	49,000	28,250	136.14%
405	CHARTER ADMINISTRATION	302	191	7,463	159	7,463	1,457	8,920	1,457	19.52%
407	FINANCE	666,793	621,219	686,582	271,673	708,966	40,030	748,996	62,414	9.09%
414	LEGAL CONSULTANTS	119,890	117,340	138,000	56,967	138,000	0	138,000	0	0.00%
TOTAL ADMINISTRATION		1,439,826	1,532,331	1,639,462	620,952	1,695,115	71,842	1,766,957	127,495	7.78%
COMMUNITY DEVELOPMENT										
415	ECONOMIC DEVELOPMENT	115,285	89,317	125,284	33,758	125,757	(27,622)	98,135	(27,149)	(21.67%)
416	PLANNING AND ZONING	134,705	130,356	174,211	68,821	181,524	0	181,524	7,313	4.20%
417	ENGINEERING	114,139	99,888	96,354	37,929	96,354	1,109	97,463	1,109	1.15%
418	COMMUNITY DEVELOPMENT	231,344	187,960	202,022	97,081	217,716	90,951	308,667	106,645	52.79%
461	ENVIRONMENTAL	48,674	50,394	60,364	19,241	63,056	2,465	65,521	5,157	8.54%
462	SOLID WASTE ABATEMENT	58,096	61,290	82,214	63,467	82,145	5,271	87,416	5,202	6.33%
463	FORESTRY	75,478	109,054	82,189	50,763	84,514	0	84,514	2,325	2.83%
TOTAL COMMUNITY DEVELOPMENT		777,721	728,259	822,638	371,062	851,066	72,174	923,240	100,602	12.23%
PUBLIC SAFETY										
420	POLICE PROTECTION	4,013,620	4,460,383	4,768,078	2,181,239	5,050,490	38,181	5,088,671	320,593	6.72%
421	FIRE PROTECTION	558,785	848,628	959,909	462,781	1,017,191	15,781	1,032,972	73,063	7.61%
422	BUILDING INSPECTIONS	400,905	420,178	503,763	221,247	537,400	100	537,500	33,737	6.70%
TOTAL PUBLIC SAFETY		4,973,310	5,729,189	6,231,750	2,865,267	6,605,081	54,062	6,659,143	427,393	6.86%
PUBLIC SERVICES										
430	STREETS	971,377	1,021,982	998,965	427,778	1,024,011	121,782	1,145,793	146,828	14.70%
431	FLEET MANAGEMENT	530,373	724,128	664,251	396,704	678,426	25,530	703,956	39,705	5.98%
432	GOVERNMENT BUILDINGS	529,687	580,010	572,410	316,181	640,433	(16,353)	624,080	51,670	9.03%
450	PARKS	1,083,192	740,757	1,013,940	349,238	1,031,442	39,134	1,070,576	56,636	5.59%
451	RECREATION	34,745	45,093	0	0	0	0	0	0	#DIV/0!
TOTAL PUBLIC SERVICES		3,149,374	3,111,970	3,249,566	1,489,901	3,374,312	170,093	3,544,405	294,839	9.07%
OTHERS										
499	CONTINGENCY/TRANSFERS/OTHERS	951,113	321,750	234,000	0	75,000	175,000	250,000	16,000	6.84%
TOTAL OTHERS		951,113	321,750	234,000	0	75,000	175,000	250,000	16,000	6.84%
TOTAL GENERAL FUND EXPENDITURES		11,291,344	11,423,499	12,177,416	5,347,181	12,600,574	543,171	13,143,745	966,329	7.94%

CITY OF LINO LAKES

MAYOR AND COUNCIL (101-401)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	June YTD 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	44,112	46,458	46,458	23,229	49,286	0	49,286	100% Mayor 4 - 100% Councilmembers
PERA	4121-000	2,206	2,323	2,323	1,161	2,464	0	2,464	
SOCIAL SECURITY	4122-000	640	674	674	347	715	0	715	
LIFE & DISABILITY INSURANCE	4133-000	0	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	72	81	265	60	269	0	269	
		47,029	49,536	49,720	24,797	52,734	0	52,734	
SUPPLIES									
OFFICE SUPPLIES	4200-000	0	20	0	0	0	0	0	
		0	20	0	0	0	0	0	
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	0	0	4,000	0	4,000	0	4,000	Strategic Planning/Goal Setting Facilitator
TRAVEL & TUITION	4330-000	0	1,012	1,500	0	1,500	0	1,500	LMC Conference, Elected Officials Conference
PRINTING & PUBLISHING	4340-000	31	129	200	113	200	0	200	Meeting Notices
NEWSLETTER	4343-000	20,443	30,726	23,475	7,636	23,475	1,215	24,690	Spring/Summer, Fall & Winter Newsletters
		20,474	31,867	29,175	7,748	29,175	1,215	30,390	
CONTRACTUAL SERVICES									
CONTRACTED SERVICES	4410-000	0	0	0	0	0	0	0	
SUBSCRIPTIONS & DUES	4452-000	18,627	19,107	19,760	0	19,760	890	20,650	League of MN Cities, MN Mayors Association
CITY MARKETING	4900-000	4,794	5,707	5,500	1,265	5,500	0	5,500	Flowers, Plaques & Awards, Employee Appreciation, Lino Lakes Ambassadors
		23,421	24,814	25,260	1,265	25,260	890	26,150	
TOTAL MAYOR AND COUNCIL		90,924	106,237	104,155	33,810	107,169	2,105	109,274	

CITY OF LINO LAKES

ADMINISTRATION (101-402)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	June YTD 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	414,555	495,424	501,184	177,947	532,813	0	532,813	100% City Administrator
OVERTIME	4102-000	0	0	0	0	0	0	0	100% Human Resources and Communications Manager
TEMPORARIES	4106-000	11,131	14,540	0	0	0	0	0	100% Communications Specialist*
WELLNESS PROGRAM	4108-000	0	0	720	0	0	0	0	100% City Clerk
PERA	4121-000	31,590	34,315	37,589	14,568	39,961	0	39,961	100% Deputy City Clerk
SOCIAL SECURITY	4122-000	32,145	35,673	38,341	13,624	40,760	0	40,760	*\$20,000 Transfer from the Cable TV/Communication Fund
ICMA EMPLOYER	4123-000	1,739	1,725	1,604	0	0	0	0	
HEALTH INSURANCE	4131-000	19,161	19,987	26,927	6,000	22,817	0	22,817	
LIFE & DISABILITY INSURANCE	4133-000	1,338	1,088	1,153	364	1,175	0	1,175	
DENTAL INSURANCE	4134-000	1,079	944	3,062	102	3,216	0	3,216	
VEHICLE ALLOWANCE	4135-000	0	0	0	0	0	0	0	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	2,147	3,280	4,152	2,497	4,245	0	4,245	
		514,884	606,976	614,732	215,102	644,987	0	644,987	
SUPPLIES									
OFFICE SUPPLIES	4200-000	5	11	0	0	0	0	0	
		5	11	0	0	0	0	0	
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	9,410	18,243	13,900	9,492	13,900	0	13,900	Drug/Alcohol Testing, Pre-employment Assessments, Training, Web Consulting
LABOR CONSULTANTS	4310-000	2,684	2,279	9,000	1,379	9,000	0	9,000	Labor Relations, Employment Law, Contract Negotiations, Arbitration
TELEPHONE	4321-000	540	1,035	1,080	540	1,080	0	1,080	Cell Phone Reimbursement
TRAVEL & TUITION	4330-000	4,302	7,688	8,500	4,357	8,500	0	8,500	LMC Conference, ICMA Conference, MAMA Meetings, MCMA Conference, MPELRA Conferences, TCHRA Conference, NPELRA Webinars, City Clerk Certification, MCFOA Conference, Tuition Reimbursement
PRINTING & PUBLISHING	4340-000	1,101	2,313	2,500	1,445	2,500	0	2,500	Legal Publications, Employment Ads, etc.
		18,036	31,558	34,980	17,213	34,980	0	34,980	
CONTRACTUAL SERVICES									
CONTRACTED SERVICES	4410-000	9,951	10,037	29,800	20,156	29,800	0	29,800	CivicPlus Website, American Legal Online City Code, Document Destruction, TASC, NeoGov, Optum
SUBSCRIPTIONS & DUES	4452-000	2,596	2,388	3,000	1,102	3,000	0	3,000	MAMA, ICMA, MCMA, MCFOA, MPELRA, IPMA-HR, TCHRA, SHRM, Chain of Lakes Rotary, Dropbox, Notary
		12,548	12,425	32,800	21,258	32,800	0	32,800	
TOTAL ADMINISTRATION		545,472	650,970	682,512	253,573	712,767	0	712,767	

CITY OF LINO LAKES

ELECTIONS (101-403)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	June YTD 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	9,936	30,321	11,000	0	11,000	30,000	41,000	Primary and General Election Judges (Even Years) General Election Judges (Odd Years)
PERA	4121-000	60	38	0	0	0	50	50	
SOCIAL SECURITY	4122-000	56	47	100	0	100	0	100	
WORKER'S COMPENSATION	4151-000	23	145	150	61	150	0	150	
		10,076	30,551	11,250	61	11,250	30,050	41,300	
SUPPLIES									
OFFICE SUPPLIES	4200-000	373	1,006	1,000	0	1,000	0	1,000	Supplies for Elections
		373	1,006	1,000	0	1,000	0	1,000	
OTHER SERVICES AND CHARGES									
TRAVEL & TUITION	4330-000	0	284	0	0	0	0	0	
PRINTING & PUBLISHING	4340-000	1,781	108	2,000	0	2,000	(1,800)	200	Election Ballots (Odd years - City pays cost of municipal election ballots)
		1,781	392	2,000	0	2,000	(1,800)	200	
CONTRACTUAL SERVICES									
CONTRACTED SERVICES	4410-000	4,215	4,425	6,500	4,708	6,500	0	6,500	Voting Equipment System per Anoka County Agreement
		4,215	4,425	6,500	4,708	6,500	0	6,500	
CAPITAL OUTLAY									
EQUIPMENT	5000-000	0	0	0	0	0	0	0	
		0	0	0	0	0	0	0	
TOTAL ELECTIONS		16,445	36,374	20,750	4,769	20,750	28,250	49,000	

CITY OF LINO LAKES

CHARTER ADMINISTRATION (101-405)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	June YTD 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
OTHER SERVICES AND SUPPLIES									
PROFESSIONAL SERVICES	4300-000	302	191	1,000	159	1,000	0	1,000	Time Savers - Minutes
PROF SERVICES - CHARTER COMM	4300-999	0	0	6,463	0	6,463	1,457	7,920	Charter Commission Directed Expenses
		302	191	7,463	159	7,463	1,457	8,920	
TOTAL CHARTER ADMINISTRATION		302	191	7,463	159	7,463	1,457	8,920	

CITY OF LINO LAKES

FINANCE (101-407)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	June YTD 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail	
PERSONAL SERVICES										
SALARIES	4101-000	241,458	239,279	237,715	105,746	258,774	0	258,774	85% Finance Director 100% Accountant 75% Accounting Clerk II	
OVERTIME	4102-000	0	464	0	0	0	0	0		
TEMPORARIES	4106-000	0	0	0	0	0	0	0		
WELLNESS PROGRAM	4108-000	345	203	720	0	0	0	0		
PERA	4121-000	18,014	17,727	17,829	8,594	19,408	0	19,408		
SOCIAL SECURITY	4122-000	17,570	17,464	18,185	7,877	19,796	0	19,796		
ICMA EMPLOYER CONTRIBUTION	4123-000	0	0	0	0	0	0	0		
HEALTH INSURANCE	4131-000	33,882	28,456	26,164	10,613	24,815	0	24,815		
LIFE & DISABILITY INSURANCE	4133-000	881	591	628	278	659	0	659		
DENTAL INSURANCE	4134-000	1,213	1,034	1,592	498	1,672	0	1,672		
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	0		
WORKER'S COMPENSATION	4151-000	1,262	1,508	1,969	1,147	2,062	0	2,062		
		314,624	306,726	304,802	134,752	327,186	0	327,186		
SUPPLIES										
OFFICE SUPPLIES	4200-000	280	987	1,000	289	1,000	0	1,000		Accounts Payable Checks, W-2 Forms, 1099 Forms, Other Financial Forms
		280	987	1,000	289	1,000	0	1,000		
OTHER SERVICES AND CHARGES										
PROFESSIONAL SERVICES	4300-000	373	500	0	0	0	0	0		
AUDITOR	4308-000	17,668	14,666	20,500	3,500	20,500	(3,000)	17,500	General Fund Portion of Independent Annual Audit Metro-INET Services, Programs & Support, Springbrook Financial Software Annual Maintenance, OPG-3 CCP MNGFOA Conference, Continuing Professional Education, Other Finance Trainings, Tuition Reimbursement Publish Budget and Financial Reports City Share of Property Specific Notices Credit Card Processing Fees and Other Finance Charges	
OTHER CONSULTANTS	4310-000	236,251	196,225	247,600	129,741	247,600	42,710	290,310		
TRAVEL & TUITION	4330-000	1,995	1,756	6,000	43	6,000	0	6,000		
PRINTING & PUBLISHING	4340-000	1,012	1,064	1,100	0	1,100	0	1,100		
TRUTH IN TAXATION	4342-000	2,010	2,079	2,180	2,295	2,180	320	2,500		
PAYMENT PROCESSING	4345-000	473	1,037	2,000	525	2,000	0	2,000		
		259,783	217,327	279,380	136,105	279,380	40,030	319,410		
CONTRACTUAL SERVICES										
CONTRACTED SERVICES	4410-000	90,810	94,937	100,000	0	100,000	0	100,000		Assessing Services - Anoka County - Based on Number of Parcels, Classification, and (Un)/Improved MNGFOA Membership, GFOA Membership, Certificate of Achievement Program, MN Board of Accountancy, MNCPA Membership, MCFOA Membership
SUBSCRIPTIONS & DUES	4452-000	1,297	1,242	1,400	527	1,400	0	1,400		
		92,107	96,179	101,400	527	101,400	0	101,400		
TOTAL FINANCE		666,793	621,219	686,582	271,673	708,966	40,030	748,996		

CITY OF LINO LAKES

LEGAL CONSULTANTS (101-414)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	June YTD 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2023	Budget Detail
OTHER SERVICES AND CHARGES									
MUNICIPAL ATTORNEY	4301-000	15,286	12,264	30,000	3,648	30,000	0	30,000	Consulting Attorney to City Council & Staff
CRIMINAL ATTORNEY	4303-000	104,604	105,076	108,000	53,319	108,000	0	108,000	Consulting Services for Criminal Prosecutions
		119,890	117,340	138,000	56,967	138,000	0	138,000	
TOTAL LEGAL CONSULTANTS		119,890	117,340	138,000	56,967	138,000	0	138,000	

CITY OF LINO LAKES

ECONOMIC DEVELOPMENT (101-415)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	June YTD 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	0	0	0	0	400	0	400	EDA Board Stipends
TEMPORARIES	4106-000	22,285	9,352	25,636	3,033	25,636	(25,636)	0	
WELLNESS PROGRAM	4108-000	0	0	0	0	0	0	0	
PERA	4121-000	1,663	50	0	64	20	0	20	
SOCIAL SECURITY	4122-000	1,705	715	1,961	232	1,967	(1,961)	6	
HEALTH INSURANCE	4131-000	0	0	0	0	0	0	0	
LIFE & DISABILITY INSURANCE	4133-000	0	0	0	0	0	0	0	
DENTAL INSURANCE	4134-000	0	0	0	0	0	0	0	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	122	85	212	109	259	(255)	4	
		25,775	10,202	27,809	3,438	28,282	(27,852)	430	
SUPPLIES									
OFFICE SUPPLIES	4200-000	0	0	0	77	0	180	180	EDAC Meeting Supplies
		0	0	0	77	0	180	180	
OTHER SERVICES AND CHARGES									
									Marketing Materials/Proposal Assistance - \$4,500
									BRE Program Assistance - 10 hrs @ \$175/hr
									Pre Application Assistance - 40 hrs @ \$190/hr
PROFESSIONAL SERVICES	4300-000	33,403	8,785	15,350	1,720	15,350	0	15,350	ACRED Contribution - \$1,500
TRAVEL & TUITION	4330-000	208	315	350	350	350	50	400	Econ Workshops/EDAM Annual Conference
PRINTING & PUBLISHING	4340-000	0	59	300	0	300	0	300	Marketing Brochure - Notices - Advertising
		33,611	9,159	16,000	2,070	16,000	50	16,050	
CONTRACTUAL SERVICES									
CONTRACTED SERVICES	4410-000	0	0	0	0	0	0	0	
SUBSCRIPTIONS & DUES	4452-000	845	695	725	570	725	0	725	EDAM, Sensible Land Use Coalition, Chamber of Commerce, Memberships
CITY MARKETING	4900-000	55,054	69,261	80,750	27,603	80,750	0	80,750	Lodging Tax Remittals - Pass through to Twin Cities Gateway Convention and Tourism Bureau
		55,899	69,956	81,475	28,173	81,475	0	81,475	
TOTAL ECONOMIC DEVELOPMENT		115,285	89,317	125,284	33,758	125,757	(27,622)	98,135	

CITY OF LINO LAKES

PLANNING AND ZONING (101-416)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	June YTD 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	91,016	95,035	99,863	46,656	105,686	0	105,686	100% Planner
OVERTIME	4102-000	0	0	0	0	0	0	0	
WELLNESS PROGRAM	4108-000	0	0	0	0	0	0	0	
PERA	4121-000	6,794	7,115	7,490	3,773	7,926	0	7,926	
SOCIAL SECURITY	4122-000	6,698	7,010	7,640	3,425	8,085	0	8,085	
HEALTH INSURANCE	4131-000	7,461	7,849	8,064	4,032	8,417	0	8,417	
LIFE & DISABILITY INSURANCE	4133-000	337	253	265	130	265	0	265	
DENTAL INSURANCE	4134-000	540	539	612	306	643	0	643	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	524	615	827	482	1,052	0	1,052	
		113,369	118,416	124,761	58,804	132,074	0	132,074	
SUPPLIES									
OFFICE SUPPLIES	4200-000	159	0	200	0	200	0	200	Public/Advisory Meeting Supplies
		159	0	200	0	200	0	200	
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	7,054	3,275	7,950	3,218	7,950	0	7,950	Legal Assistance - Ordinance Updates, GIS Mapping Updates - FEMA/Zoning/Other
									Workshops - \$250
									MnAPA Conference - \$500
									P&Z Workshops (7 Members) - \$400
									Misc Mileage - \$150
									Computer Training - \$150
TRAVEL & TUITION	4330-000	130	119	1,450	1,015	1,450	0	1,450	
BOARD STIPEND	4331-000	5,975	4,775	6,600	2,850	6,600	0	6,600	Commissioners - 6 @ \$75 x 12 mtgs, Chair \$100 x 12 mtgs
PRINTING & PUBLISHING	4340-000	287	32	250	34	250	0	250	Maps, Non-Chargeable Hearing Notices
		13,445	8,201	16,250	7,117	16,250	0	16,250	
CONTRACTUAL SERVICES									
									Ord Updates (exp in Fund 484 Comp Plan Update) - \$20,000
									Permit Works Annual Maintenance - \$2,400
									ArcGIS & Blue Beam Annual Maintenance - \$610
									Misc Deliveries/Other - \$290
CONTRACTED SERVICES	4410-000	7,078	3,045	32,300	2,900	32,300	0	32,300	Consultant Services - Small Area Plans - 60 hrs @ \$150/hr
SUBSCRIPTIONS & DUES	4452-000	653	694	700	0	700	0	700	APA Membership, Misc Reference Materials
		7,731	3,739	33,000	2,900	33,000	0	33,000	
TOTAL PLANNING AND ZONING		134,705	130,356	174,211	68,821	181,524	0	181,524	

CITY OF LINO LAKES

ENGINEERING (101-417)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	June YTD 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	48,469	44,991	45,500	19,200	45,500	0	45,500	Traffic Counts - \$3,500 Engineering Consultant (Hourly) - \$42,000
		48,469	44,991	45,500	19,200	45,500	0	45,500	
CONTRACTUAL SERVICES									
ENGINEERING CONSULTANT	4410-000	62,660	54,897	50,354	18,729	50,354	0	50,354	Engineering Consultant (Retainer) - \$91,556 CD (55%) - \$50,354 Sewer Utility (15%) - \$13,734 Water Utility (15%) - \$13,734 Storm Utility (15%) - \$13,734
CONTRACTED SERVICES	4410-000	0	0	500	0	500	1,109	1,609	ArcGIS Annual Maintenance - \$500 Bluebeam Annual Maintenance - \$109 Aerial Photo - \$1,000
		62,660	54,897	50,854	18,729	50,854	1,109	51,963	
CAPITAL OUTLAY									
EQUIPMENT	5000-000	3,010	0	0	0	0	0	0	
		3,010	0	0	0	0	0	0	
TOTAL ENGINEERING		114,139	99,888	96,354	37,929	96,354	1,109	97,463	

CITY OF LINO LAKES

COMMUNITY DEVELOPMENT (101-418)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	June YTD 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail	
PERSONAL SERVICES										
SALARIES	4101-000	183,780	145,467	155,453	72,355	168,775	67,978	236,753	70% Community Development Director 100% Community Development Specialist 100% Administrative Assistant	
OVERTIME	4102-000	127	0	0	0	0	0	0		
WELLNESS PROGRAM	4108-000	480	504	504	0	504	0	504		
PERA	4121-000	13,723	10,910	11,659	5,855	12,658	5,098	17,756		
SOCIAL SECURITY	4122-000	13,881	11,076	11,892	5,531	12,911	5,201	18,112		
ICMA EMPLOYER CONTRIBUTION	4123-000	0	0	257	0	0	0	0		
HEALTH INSURANCE	4131-000	11,061	10,795	10,584	5,832	10,937	8,417	19,354		
LIFE & DISABILITY INSURANCE	4133-000	579	325	419	168	432	185	617		
DENTAL INSURANCE	4134-000	539	494	1,041	306	1,093	643	1,736		
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	0		
WORKER'S COMPENSATION	4151-000	928	955	1,488	882	1,681	677	2,358		
		225,099	180,526	193,297	90,930	208,991	88,199	297,190		
SUPPLIES										
OFFICE SUPPLIES	4200-000	30	176	100	25	100	0	100		
		30	176	100	25	100	0	100		
OTHER SERVICES AND CHARGES										
PROFESSIONAL SERVICES	4300-000	5,318	6,161	7,000	4,871	7,000	0	7,000	DataLink (GIS) Annual Service and Maintenance - \$5,000 Mapping and Database Design - \$2,000	
TRAVEL & TUITION	4330-000	149	214	900	334	900	700	1,600	Seminars, Conference, Training & Mileage	
PRINTING & PUBLISHING	4340-000	46	161	0	0	0	0	0		
		5,513	6,536	7,900	5,205	7,900	700	8,600		
CONTRACTUAL SERVICES										
CONTRACTED SERVICES	4410-000	0	0	0	0	0	1,352	1,352	Bluebeam Annual Maintenance, ESRI	
SUBSCRIPTIONS & DUES	4452-000	702	722	725	922	725	700	1,425	APA/AICP Membership	
		702	722	725	922	725	2,052	2,777		
TOTAL COMMUNITY DEVELOPMENT		231,344	187,960	202,022	97,081	217,716	90,951	308,667		

CITY OF LINO LAKES

ENVIRONMENTAL (101-461)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	June YTD 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	28,952	24,236	25,525	11,883	27,751	0	27,751	30% Environmental Coordinator
OVERTIME	4102-000	0	0	0	0	0	0	0	Temporaries: Seasonal Position
TEMPORARIES	4106-000	5,264	11,228	15,300	0	15,300	1,800	17,100	
WELLNESS PROGRAM	4108-000	0	0	0	0	0	0	0	
PERA	4121-000	2,159	1,832	1,914	963	2,081	0	2,081	
SOCIAL SECURITY	4122-000	2,608	2,687	3,123	904	3,293	138	3,431	
ICMA EMPLOYER CONTRIBUTION	4123-000	0	0	0	0	0	0	0	
HEALTH INSURANCE	4131-000	2,798	2,355	2,419	1,210	2,525	0	2,525	
LIFE & DISABILITY INSURANCE	4133-000	108	66	79	33	84	0	84	
DENTAL INSURANCE	4134-000	202	162	184	92	193	0	193	
WORKER'S COMPENSATION	4151-000	159	228	420	246	429	18	447	
		42,250	42,794	48,964	15,330	51,656	1,956	53,612	
SUPPLIES									
OFFICE SUPPLIES	4200-000	0	0	0	0	0	0	0	
MAINTENANCE SUPPLIES	4211-000	442	0	700	0	700	0	700	Chemicals, Seed, etc. (Includes Blue Heron Rookery Supplies)
SMALL TOOLS	4240-000	303	66	300	40	300	0	300	Sprayers, Soil Probes, etc.
		744	66	1,000	40	1,000	0	1,000	
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	982	447	1,000	346	1,000	0	1,000	Ecologist, Hydrologist - Environmental Reviews/Research & Development, Resource Management Planning
TELEPHONE	4321-000	380	349	400	135	400	0	400	Staff Cell Phone
TRAVEL & TUITION	4330-000	717	1,243	1,100	871	1,100	400	1,500	Various Training Seminars, Conferences, Mileage - 1 Staff & Environmental Board, Wetland Delineation Training
BOARD STIPEND	4331-000	3,600	4,525	6,600	1,425	6,600	0	6,600	Commissioners - 6 @ \$75 x 12 mtgs, Chair \$100 x 12 mtgs
		5,679	6,564	9,100	2,777	9,100	400	9,500	
CONTRACTUAL SERVICES									
CONTRACTED SERVICES	4410-000	0	919	1,000	919	1,000	109	1,109	ArcGIS Annual Maintenance - \$1,000 Bluebeam Annual Maintenance - \$109
SUBSCRIPTIONS & DUES	4452-000	0	51	300	175	300	0	300	Professional Memberships - ISA, MWPA, Tree Care
		0	970	1,300	1,094	1,300	109	1,409	
TOTAL ENVIRONMENTAL		48,674	50,394	60,364	19,241	63,056	2,465	65,521	

CITY OF LINO LAKES

SOLID WASTE ABATEMENT (101-462)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	June YTD 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	19,301	16,157	17,017	7,922	18,500	0	18,500	20% Environmental Coordinator
OVERTIME	4102-000	0	0	1,600	0	0	0	0	Temporaries: Recycling Intern
TEMPORARIES	4106-000	12,891	16,554	25,636	10,418	25,636	3,016	28,652	
WELLNESS PROGRAM	4108-000	0	0	0	0	0	0	0	
PERA	4121-000	1,602	1,711	1,396	1,375	1,388	0	1,388	
SOCIAL SECURITY	4122-000	2,456	2,485	3,385	1,400	3,376	231	3,607	
ICMA EMPLOYER	4123-000	0	0	0	0	0	0	0	
HEALTH INSURANCE	4131-000	1,865	1,570	1,613	806	1,683	0	1,683	
LIFE & DISABILITY INSURANCE	4133-000	72	44	58	22	61	0	61	
DENTAL INSURANCE	4134-000	135	108	122	61	129	0	129	
WORKER'S COMPENSATION	4151-000	154	210	367	199	352	24	376	
		38,476	38,839	51,194	22,204	51,125	3,271	54,396	
SUPPLIES									
OFFICE SUPPLIES	4200-000	713	922	1,100	760	1,100	0	1,100	Recycling Day Supplies, Corn Roast Trash Bags
MAINTENANCE SUPPLIES	4211-000	0	0	0	0	0	0	0	
		713	922	1,100	760	1,100	0	1,100	
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	0	0	0	0	0	0	0	
TRAVEL & TUITION	4330-000	669	398	220	0	220	0	220	Association of Recycling Managers Workshops
PRINTING & PUBLISHING	4340-000	2,202	2,327	7,000	2,565	7,000	0	7,000	Notices for Recycling Days, Earth Day, Etc.
NEWSLETTER	4343-000	0	1,739	0	195	0	2,000	2,000	
		2,870	4,464	7,220	2,760	7,220	2,000	9,220	
CONTRACTUAL SERVICES									
CONTRACTED SERVICES	4410-000	16,036	17,065	22,700	37,744	22,700	0	22,700	Recycling & Earth Day Vendors, Organics Service
		16,036	17,065	22,700	37,744	22,700	0	22,700	
TOTAL SOLID WASTE ABATEMENT		58,096	61,290	82,214	63,467	82,145	5,271	87,416	

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

CITY OF LINO LAKES

FORESTRY (101-463)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	June YTD 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	28,952	20,197	21,271	9,902	23,125	0	23,125	25% Environmental Coordinator
OVERTIME	4102-000	0	0	0	0	0	0	0	
TEMPORARIES	4106-000	0	0	0	0	0	0	0	
WELLNESS PROGRAM	4108-000	0	0	0	0	0	0	0	
PERA	4121-000	2,158	1,540	1,595	802	1,734	0	1,734	
SOCIAL SECURITY	4122-000	2,234	1,523	1,627	753	1,769	0	1,769	
ICMA EMPLOYER	4123-000	0	0	0	0	0	0	0	
HEALTH INSURANCE	4131-000	2,798	1,962	2,016	1,008	2,104	0	2,104	
LIFE & DISABILITY INSURANCE	4133-000	108	54	68	28	73	0	73	
DENTAL INSURANCE	4134-000	202	135	153	77	161	0	161	
WORKER'S COMPENSATION	4151-000	1,251	1,160	1,829	1,065	1,918	0	1,918	
		37,704	26,571	28,559	13,635	30,884	0	30,884	
SUPPLIES									
MAINTENANCE SUPPLIES	4211-000	513	2,655	3,000	697	3,000	0	3,000	Fertilizers, Staking Material, EAB Chemicals - Treat 100 Ash Annually - 3 Yr Cycle
SMALL TOOLS	4240-000	98	329	250	0	250	0	250	
		611	2,984	3,250	697	3,250	0	3,250	
OTHER SERVICES AND CHARGES									
UNIFORMS	4370-000	373	373	380	302	380	0	380	
		373	373	380	302	380	0	380	
CONTRACTUAL SERVICES									
CONTRACTED SERVICES	4410-000	36,790	78,938	50,000	36,129	50,000	0	50,000	Damaged/Diseased Tree Removal/Oakwilt Control - \$7,500 Emerald Ash Borer Tree Replacement Program - \$35,000 Blvd Tree Replacement - \$7,500
RENTED EQUIPMENT	4415-000	0	188	0	0	0	0	0	
		36,790	79,126	50,000	36,129	50,000	0	50,000	
TOTAL FORESTRY		75,478	109,054	82,189	50,763	84,514	0	84,514	

CITY OF LINO LAKES

POLICE (101-420)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	June YTD 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	2,654,929	2,952,116	3,106,463	1,303,254	3,292,427	0	3,292,427	85% Public Safety Director
OVERTIME	4102-000	148,513	121,915	76,600	56,553	100,000	0	100,000	100% Deputy Director Police
TEMPORARIES	4106-000	0	11,524	15,600	9,459	15,600	0	15,600	85% Public Safety Captain
WELLNESS PROGRAM	4108-000	720	1,003	1,440	0	1,500	0	1,500	5 - 100% Sergeants
PERA	4121-000	462,953	498,793	532,026	263,364	567,031	0	567,031	20 - 100% Patrol Officers
SOCIAL SECURITY	4122-000	53,429	61,470	66,420	28,203	70,703	0	70,703	2 - 100% Records Techs
ICMA EMPLOYER	4123-000	4,174	4,133	3,604	1,652	0	0	0	3 - 0.5 FTE Community Service Officers
HEALTH INSURANCE	4131-000	293,827	294,892	315,337	144,435	336,114	0	336,114	85% Administrative Assistant
LIFE & DISABILITY INSURANCE	4133-000	9,020	6,789	7,703	3,418	7,914	0	7,914	100% Investigative Assistant
DENTAL INSURANCE	4134-000	12,970	13,381	19,324	8,080	20,290	0	20,290	Overtime: Patrol, Court, Training, Special Events, DWI Enforcement
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	0	Temporaries: Background Investigators
WORKER'S COMPENSATION	4151-000	118,816	193,324	316,726	191,971	332,076	0	332,076	
		3,759,351	4,159,340	4,461,243	2,010,389	4,743,655	0	4,743,655	
SUPPLIES									
OFFICE SUPPLIES	4200-000	6,702	6,085	8,100	2,634	8,100	0	8,100	Business Cards, Letterhead and Envelopes, Toner/Printer Cartridges, Paper, DVD Discs, Misc Supplies, Ticketwriter Paper Rolls
MAINTENANCE SUPPLIES	4211-000	14,140	15,419	19,200	12,789	19,200	0	19,200	Ammo, Taser Supplies, Range Supplies, Simulation, DMT Gas, Property Evidence Supplies, N95 Masks
YOUTH PROGRAMS	4213-000	541	2,856	1,700	1,619	1,700	1,610	3,310	Supplies, Youth Safety Camp, Firearms Safety Camp, Snowmobile Safety, Explorers, Junior Citizen's Academy
CRIME PREVENTION/SAFETY	4214-000	4,212	3,869	6,400	1,504	6,400	0	6,400	Night to Unite, Volunteer Appreciation, Open House, Promotional Materials, Volunteer Clothing, Citizens Academy
SMALL TOOLS	4240-000	13,569	30,520	33,400	4,885	33,400	12,102	45,502	Supplies and Shirts, CERT
		39,164	58,749	68,800	23,431	68,800	13,712	82,512	Tasers, Computers & Peripherals, Equipment Replacement
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	6,913	11,626	8,740	3,856	8,740	2,930	11,670	Critical Incident Debriefing, POST License Renewal, Employee Mental Health Program
TELEPHONE	4321-000	22,116	23,015	23,360	9,598	23,360	1,400	24,760	Cell Phones, Mobile Hot Spot, Cell Stipend
POSTAGE	4322-000	908	809	1,000	22	1,000	0	1,000	
TRAVEL & TUITION	4330-000	43,697	45,325	45,250	27,063	45,250	3,505	48,755	Anoka Chief, POST Mandate, Range Fees, Conference, IACP, Instructor Training, K-9 Conference, EMR Training, Tuition Reimbursement, LMC Patrol
INSURANCE	4360-000	51,868	52,897	60,720	39,174	60,720	3,530	64,250	Police Liability Insurance
UNIFORMS	4370-000	35,248	40,231	38,265	17,595	38,265	1,758	40,023	Uniform Allowance (Officers, Sergeants, Admin), CSO
ELECTRICITY	4381-000	409	417	420	182	420	0	420	Uniforms, Ballistic Vests, Replacement Uniforms
RESERVES	4386-000	1,726	2,297	2,000	0	2,000	0	2,000	Emergency Siren Electricity
		162,886	176,617	179,755	97,489	179,755	13,123	192,878	Uniforms, Equipment, Training, Supplies
CONTRACTUAL SERVICES									
CONTRACTED SERVICES	4410-000	48,078	64,102	56,830	47,937	56,830	11,102	67,932	RMS - JLEC, 800 MHz Contract, State of MN CJDN, Emergency Sirens, LEXIPOL, Target Solutions, Shredding, Otter Lake Animal Hospital, Video Redaction Subscription, DETOX Dakota County, Metro Sales, Schedule Anywhere, 3SI Security, Midwest Radar
SUBSCRIPTIONS & DUES	4452-000	1,041	1,575	1,450	1,993	1,450	244	1,694	Professional Memberships & Subscriptions: IACP, MCPA, MN Criminal Intelligence Association, MAPET, MACIA, PLEAA, Tri-County, FBI NA, PERF
		49,119	65,677	58,280	49,930	58,280	11,346	69,626	
CAPITAL OUTLAY									
EQUIPMENT	5000-000	3,100	0	0	0	0	0	0	
		3,100	0	0	0	0	0	0	
TOTAL POLICE DEPARTMENT		4,013,620	4,460,383	4,768,078	2,181,239	5,050,490	38,181	5,088,671	

CITY OF LINO LAKES

FIRE (101-421)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	June	Base	Adjustments	Proposed 2024	Budget Detail
					YTD 2023	Budget 2024	Requested 2024		
PERSONAL SERVICES									
SALARIES	4101-000	293,581	263,467	276,214	128,740	294,952	0	294,952	15% Public Safety Director
OVERTIME	4102-000	1,387	257	2,000	401	500	0	500	100% Deputy Director Fire
PART-TIME WAGES	4103-000	0	102,779	184,013	62,258	198,493	0	198,493	15% Public Safety Captain
PAID ON CALL FIREFIGHTERS	4104-000	0	101,647	83,000	45,343	100,000	0	100,000	15% Administrative Assistant
WELLNESS PROGRAM	4108-000	0	0	0	0	0	0	0	100% Fire Lieutenant/Fire Inspector
FIRE STIPEND	4109-000	18,971	10,047	9,850	3,371	10,234	0	10,234	Part-time Daytime Duty Crew Firefighters - 12 hr shifts, 5 days/week
PERA	4121-000	35,893	52,920	63,870	30,009	68,006	0	68,006	
SOCIAL SECURITY	4122-000	12,666	20,606	25,162	10,285	27,867	0	27,867	Paid-On-Call Firefighters - Calls/Training Drills/Command Stipends
ICMA EMPLOYER	4123-000	0	0	0	0	0	0	0	
HEALTH INSURANCE	4131-000	22,047	24,430	25,633	12,817	26,576	0	26,576	Stipend: Cross-trained Fire/Rescue
LIFE & DISABILITY INSURANCE	4133-000	667	575	688	296	709	0	709	
DENTAL INSURANCE	4134-000	804	775	1,501	444	1,576	0	1,576	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	41,290	60,752	83,585	59,537	83,885	0	83,885	
		427,307	638,255	755,516	353,501	812,798	0	812,798	
SUPPLIES									
OFFICE SUPPLIES	4200-000	901	1,637	1,600	363	1,600	0	1,600	Paper, Toner/Printer Cartridges, Business Cards, Pens
MAINTENANCE SUPPLIES	4211-000	5,824	3,052	7,675	2,519	7,675	0	7,675	Foam, Saw Blades, Floor Dry, Batteries, N95 Masks
YOUTH PROGRAM	4213-000	0	1,360	1,000	0	1,000	0	1,000	Safety Camp
FIRE PREVENTION	4214-000	1,271	3,150	3,000	390	3,000	0	3,000	Citizen Academy, Marketing Materials
SMALL TOOLS	4240-000	15,601	12,462	37,500	32,066	37,500	0	37,500	Rescue Tool Replacement and Repairs, Computers
		23,597	21,661	50,775	35,338	50,775	0	50,775	
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	5,082	5,879	7,660	2,785	7,660	1,865	9,525	FF Certification, FF Licensure, Hepatitis Vaccination Series, Medical/Drug Exam, Employee Mental Health Program
TELEPHONE	4321-000	2,172	2,775	3,850	1,700	3,850	600	4,450	Cell Phones, Mobile Hot Spot, Cell Stipend, Air Cards
POSTAGE	4322-000	13	1,333	1,000	0	1,000	0	1,000	
TRAVEL & TUITION	4330-000	39,604	38,024	40,000	26,969	40,000	2,800	42,800	Fire Inc., Training Supplies, Medical Training, AWAIR/OSHA Training Staff Development, Conference, FF1, FF2, HazMat Initial Training
PRINTING & PUBLISHING	4340-000	0	500	1,000	0	1,000	0	1,000	Marketing Materials
UNIFORMS	4370-000	28,624	99,450	61,500	14,728	61,500	0	61,500	New Hire Turn-out & Wildland Fire Gear, Misc Uniform Items, Turn-out Gear Replacement
		75,495	147,961	115,010	46,181	115,010	5,265	120,275	
CONTRACTUAL SERVICES									
CONTRACTED SERVICES	4410-000	30,605	39,396	37,088	26,140	37,088	10,516	47,604	Ladder Testing, SCBA Flow Testing, PSDS, Dispatch Application, Foam System Service, Pump Testing, Pump Service, Aerial Service, LEXIPOL, Vector, Accessory Svc for Fans, Generators, Extraction, and Saws, Alex Air Compressor Annual Maintenance & Test, Transunion Backgrounds, Motorola 800 MHz Contract, Archive Social
SUBSCRIPTIONS & DUES	4452-000	1,781	1,355	1,520	1,620	1,520	0	1,520	MN IAAI, Metro Fire Chiefs, Anoka Co. Fire Protection Assn, MSFCA, International Assn
		32,386	40,751	38,608	27,760	38,608	10,516	49,124	
CAPITAL OUTLAY									
EQUIPMENT	5000-000	0	0	0	0	0	0	0	
		0	0	0	0	0	0	0	
TOTAL FIRE DEPARTMENT		558,785	848,628	959,909	462,781	1,017,191	15,781	1,032,972	

CITY OF LINO LAKES

BUILDING INSPECTIONS (101-422)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	June	Base	Adjustments	Proposed	Budget Detail	
					YTD 2023	Budget 2024	Requested 2024			
PERSONAL SERVICES										
SALARIES	4101-000	262,856	291,149	348,075	162,015	376,353	0	376,353	100% Building Official 2 - 100% Building Inspectors 100% Building Permit Technician 50% Office Specialist	
OVERTIME SALARIES	4102-000	4,230	201	0	0	0	0	0		
TEMPORARIES	4106-000	1,200	0	0	0	0	0	0		
WELLNESS PROGRAM	4108-000	399	400	720	0	0	0	0		
PERA	4121-000	19,920	21,664	26,106	13,109	28,227	0	28,227		
SOCIAL SECURITY	4122-000	19,701	21,253	26,628	12,077	28,791	0	28,791		
ICMA EMPLOYER	4123-000	0	0	0	0	0	0	0		
HEALTH INSURANCE	4131-000	35,430	41,904	43,112	21,239	44,567	0	44,567		
LIFE & DISABILITY INSURANCE	4133-000	1,005	769	929	453	977	0	977		
DENTAL INSURANCE	4134-000	1,101	1,416	2,756	1,072	2,894	0	2,894		
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	0		
WORKER'S COMPENSATION	4151-000	1,401	2,034	3,407	1,996	3,561	0	3,561		
		347,244	380,790	451,733	211,962	485,370	0	485,370		
SUPPLIES										
OFFICE SUPPLIES	4200-000	801	1,706	1,500	818	1,500	0	1,500		Card Stock for Building Permits, Correction Notice Forms, Septic System Pumping Forms, Code Books
SMALL TOOLS	4240-000	169	3,429	150	935	150	100	250		
		971	5,135	1,650	1,753	1,650	100	1,750		
OTHER SERVICES AND CHARGES										
PROFESSIONAL SERVICES	4300-000	4,735	6,478	6,000	4,175	6,000	0	6,000	Permit Works Annual Maintenance & Assistance	
TELEPHONE	4321-000	2,328	2,083	2,200	857	2,200	0	2,200	Inspections Cell Phones & Wi-Fi	
TRAVEL & TUITION	4330-000	3,097	1,060	3,300	1,660	3,300	0	3,300	Staff Training & Mileage, SSTS Cert	
UNIFORMS	4370-000	982	985	1,140	160	1,140	0	1,140	Building Inspections Staff	
		11,142	10,606	12,640	6,852	12,640	0	12,640		
CONTRACTUAL SERVICES										
CONTRACTED SERVICES	4410-000	41,549	23,467	37,220	680	37,220	0	37,220	Large Format Scanning - \$500 Back-Up Inspection Services - \$36,720	
SUBSCRIPTIONS & DUES	4452-000	0	180	520	0	520	0	520	AMBO - \$200, 10K Lakes Chapter - \$125, Inspector Certs	
		41,549	23,647	37,740	680	37,740	0	37,740		
TOTAL BUILDING INSPECTIONS		400,905	420,178	503,763	221,247	537,400	100	537,500		

CITY OF LINO LAKES

STREETS (101-430)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	June YTD 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	430,104	418,333	466,965	185,303	488,150	0	488,150	15% Public Services Director
OVERTIME	4102-000	9,875	11,162	14,000	5,191	12,000	0	12,000	20% Public Services Superintendent
ON CALL/PAGER	4105-000	6,222	6,074	5,000	7,606	6,000	0	6,000	70% Streets Supervisor
TEMPORARIES	4106-000	17,102	36,329	29,920	3,696	29,920	13,400	43,320	5 - 100% General Maintenance Workers
WELLNESS PROGRAM	4108-000	0	0	0	0	0	0	0	20% Administrative Assistant
PERA	4121-000	34,437	33,785	36,447	16,057	37,961	0	37,961	Overtime: Snowplowing, Street Repairs, Unforeseen Emergencies
SOCIAL SECURITY	4122-000	34,682	34,914	39,465	14,436	41,009	1,025	42,034	
ICMA EMPLOYER CONTRIBUTION	4123-000	0	101	326	0	0	0	0	Temporaries: Seasonal Positions
HEALTH INSURANCE	4131-000	37,944	43,265	48,179	21,206	50,144	0	50,144	
LIFE & DISABILITY INSURANCE	4133-000	1,608	1,145	1,299	543	1,348	0	1,348	
DENTAL INSURANCE	4134-000	2,292	2,296	3,828	1,444	4,019	0	4,019	
REEMPLOYMENT INSURANCE	4141-000	0	845	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	32,866	37,152	48,986	29,613	48,910	1,357	50,267	
		607,132	625,401	694,415	285,095	719,461	15,782	735,243	
SUPPLIES									
									Boulevard & Median Maintenance Materials: Geo-fabric, Fertilizers, Pesticides, Irrigation Components, Erosion Prevention and Sediment Control Products, Grass Seed/Sod. Construction Materials: Lumber, Plywood, Screws, Nails, Nuts/Bolts/Washers, Bagged Concrete, Grout, Bentonite, Stakes/Lathe. Equipment Wear Items: Street Sweeper Center Brooms and Gutter Brooms, Plow Blades/Cutting Edges, Ditch Mower Blades, Saw Blades. Safety Items: High Visibility Vests, Shirts, Eye Protection, Ear Protection, Insect Repellent, Sunscreen, Hardhats, Chainsaw PPE. Any Products or Parts Intended for Streets Maintenance and Equipment Electrical Cords, Batteries, Rope, Tape, Cable, Glue, Paints & Solvents, Plumbing
MAINTENANCE SUPPLIES	4211-000	9,772	9,050	12,000	1,068	12,000	0	12,000	
STREET SIGNS	4223-000	9,028	7,967	12,000	661	12,000	3,000	15,000	Traffic Regulatory Signs, Parking Signs, Warning Signs, Construction Signs, Work Zone Signs, Public Awareness Signs, School Signs, Trail Signs, Reflective Tape/Sheeting, Barricades, Traffic Cones, Sign Posts, Hardware, Any Materials and Supplies Purchased Specifically for the Construction or Maintenance of Signs & Barricades
PATCHING MATERIALS	4224-000	47,459	62,698	50,000	7,415	50,000	37,500	87,500	Hot Asphalt, Cold Asphalt (i.e. UPM Bagged and Bulk), Asphalt Emulsion (tack), Crack Fill Material, Detackifier (for Crack Fill Operations)
SALT/SAND	4228-000	66,733	57,021	65,000	70,437	65,000	32,500	97,500	Regular Road Salt, Treated Road Salt, Bagged Sidewalk Salt, Sand used for Snow and Ice Management, Any Materials and Supplies Purchased Specifically to Facilitate the use of Salt (Brine or Solid) for Snow and Ice
GRAVEL AND MISCELLANEOUS	4229-000	253	5,482	7,000	583	7,000	0	7,000	Class V, Sand (not for Winter Operations), Rock, Chip Rock, Rip-rap, Topsoil, Compost, Mulch, and Woodchips
SMALL TOOLS	4240-000	1,442	1,883	4,000	181	4,000	0	4,000	Rakes, Snow Shovels, Flat Shovels, Spades, Loots, Sprayers, Pitch Forks, Push Brooms, Hand Tools, Power Tools, Tool Boxes & Containers, Jacks, Trailer Jacks, Winches, Chains/Binders, Ratchet Straps, Ladders, Chainsaws, Chainsaw Sharpeners, Weed Whips, Manual/Electric/Gas Engine Pumps, Locks
		134,686	144,101	150,000	80,344	150,000	73,000	223,000	
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	9,000	12,300	12,450	4,564	12,450	0	12,450	Consulting, Engineering, Hazardous Waste Recycling, Cartograph
TELEPHONE	4321-000	990	1,147	1,000	556	1,000	0	1,000	
TRAVEL & TUITION	4330-000	1,752	2,945	5,000	20	5,000	0	5,000	Staff Training & Mileage
UNIFORMS	4370-000	2,190	1,880	2,600	644	2,600	0	2,600	
STREET LIGHTS	4385-000	78,528	88,760	82,000	42,587	82,000	13,000	95,000	Electricity & Repair of City-Owned Street Lights
		92,461	107,032	103,050	48,370	103,050	13,000	116,050	
CONTRACTUAL SERVICES									
CONTRACTED SERVICES	4410-000	117,398	55,609	47,000	13,969	47,000	23,500	70,500	Patching/Spray Patching, Dead Deer Removal, Signal Maintenance, Contract Median and Round-A-Bout Maintenance
RENTED EQUIPMENT	4415-000	1,386	739	1,000	0	1,000	0	1,000	Traffic Control Sign Rental, Crack Fill Kettle, Rented Skid Steer/Toolcat Attachments, Tools, Vehicles, Equipment
SUBSCRIPTIONS & DUES	4452-000	308	0	3,500	0	3,500	(3,500)	0	
		119,092	56,348	51,500	13,969	51,500	20,000	71,500	
CAPITAL OUTLAY									
EQUIPMENT	5000-000	18,007	89,100	0	0	0	0	0	
		18,007	89,100	0	0	0	0	0	
TOTAL STREETS		971,377	1,021,982	998,965	427,778	1,024,011	121,782	1,145,793	

CITY OF LINO LAKES

FLEET MANAGEMENT (101-431)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	June YTD 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	157,839	168,525	197,752	93,132	219,874	0	219,874	15% Public Services Director
OVERTIME	4102-000	1,989	2,326	2,000	887	3,000	0	3,000	20% Public Services Superintendent
TEMPORARIES	4106-000	0	0	0	0	0	0	0	2 - 100% Mechanic
WELLNESS PROGRAM	4108-000	0	0	0	0	0	0	0	20% Administrative Assistant
PERA	4121-000	11,892	12,213	14,981	7,361	16,716	0	16,716	Overtime: Emergency Repairs, Snowplowing
SOCIAL SECURITY	4122-000	11,023	10,901	15,281	6,894	17,050	0	17,050	
ICMA EMPLOYER CONTRIBUTION	4123-000	0	101	326	0	0	0	0	
HEALTH INSURANCE	4131-000	23,777	24,672	30,460	8,139	17,556	0	17,556	
LIFE & DISABILITY INSURANCE	4133-000	573	420	569	245	622	0	622	
DENTAL INSURANCE	4134-000	1,187	1,083	1,562	730	1,640	0	1,640	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	4,683	6,178	7,730	5,603	8,378	0	8,378	
		212,962	226,419	270,661	122,991	284,836	0	284,836	
SUPPLIES									
OFFICE SUPPLIES	4200-000	0	0	0	77	0	0	0	
MAINTENANCE SUPPLIES	4211-000	5,272	10,297	9,300	6,537	9,300	0	9,300	Shop Supplies (Brake Clean, Windex, Paper Towels, Spray Bottles, Penetrating Oils, WD40), Vehicle Washes (\$7,300 - 2 Times/Month Apr-Oct, 4 Times/Month Nov-Mar)
FUELS	4212-000	109,070	191,879	160,000	84,336	160,000	0	160,000	Gasoline & Diesel for all City Vehicles (Includes Police/Fire & Equipment)
SHOP PARTS	4221-000	61,583	55,911	65,000	50,728	65,000	5,000	70,000	All Replacement Parts to Repair Vehicles, All Maintenance Parts (Including Filters, Bulk Lubricants, Engine Oils, ATF's, Gear Lubes, Coolants, etc.)
SMALL TOOLS	4240-000	4,568	10,395	7,000	3,419	7,000	0	7,000	New and/or Replacement Tools for the Shop (Hand tools, Battery Powered Tools, Specialty Tools, etc.)
		180,493	268,482	241,300	145,097	241,300	5,000	246,300	
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	41,967	55,890	44,300	29,399	44,300	16,200	60,500	Annual DOT Inspections, Annual Boom/Hoist Inspections, Alignments, Repairs, Cartegraph, 2024 - Installation of Precise GPS and Analytic Hardware (\$10,500)
TELEPHONE	4321-000	72	20	0	26	0	1,920	1,920	GPS Service for Pace Controls
TRAVEL & TUITION	4330-000	0	248	1,500	0	1,500	0	1,500	Training & Testing to Maintain Required Licenses and Certificates (ASE Certification & Testing, Automotive Training Classes or Seminars)
AUTO INSURANCE	4363-000	44,620	43,266	39,920	44,350	39,920	720	40,640	Insurance for Entire Fleet, Including Police & Fire
UNIFORMS	4370-000	760	673	570	0	570	190	760	
		87,419	100,097	86,290	73,775	86,290	19,030	105,320	
CONTRACTUAL SERVICES									
CONTRACTED SERVICES	4410-000	43,320	107,045	60,000	54,741	60,000	6,000	66,000	Maintain and Repair Fire Equipment
SUBSCRIPTIONS AND DUES	4452-000	1,500	1,500	6,000	100	6,000	(4,500)	1,500	ALLData Online Repair Manual Subscription
		44,820	108,545	66,000	54,841	66,000	1,500	67,500	
CAPITAL OUTLAY									
EQUIPMENT	5000-000	4,680	20,585	0	0	0	0	0	
		4,680	20,585	0	0	0	0	0	
TOTAL FLEET MANAGEMENT		530,373	724,128	664,251	396,704	678,426	25,530	703,956	

CITY OF LINO LAKES

GOVERNMENT BUILDINGS (101-432)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	June YTD 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	2,080	1,720	23,379	10,870	25,184	0	25,184	15% Public Services Director
OVERTIME SALARIES	4102-000	0	0	0	0	0	0	0	Boiler Tech Endorsement
PART-TIME WAGES	4103-000	0	0	0	9,430	53,820	0	53,820	Part-Time: Custodial Maintenance
TEMPORARIES	4106-000	0	6,930	8,330	4,122	8,330	1,550	9,880	Temporaries: Seasonal Position
WELLNESS PROGRAM	4108-000	0	0	0	0	0	0	0	
PERA	4121-000	156	129	1,753	1,528	5,925	0	5,925	
SOCIAL SECURITY	4122-000	153	654	2,426	1,814	6,681	119	6,800	
ICMA EMPLOYER CONTRIBUTION	4123-000	0	0	326	0	0	0	0	
HEALTH INSURANCE	4131-000	0	0	1,210	605	1,263	0	1,263	
LIFE & DISABILITY INSURANCE	4133-000	0	0	68	20	73	0	73	
DENTAL INSURANCE	4134-000	0	0	92	46	96	0	96	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	121	674	1,072	498	5,307	122	5,429	
		2,510	10,107	38,656	28,934	106,679	1,791	108,470	
SUPPLIES									
OFFICE SUPPLIES	4200-000	9,830	10,192	10,000	5,445	10,000	0	10,000	Supplies for Office Operations
MAINTENANCE SUPPLIES	4211-000	26,281	30,129	35,000	14,182	35,000	0	35,000	Replacement Parts, Janitorial Supplies, Landscaping Materials
SMALL TOOLS	4240-000	1,888	6,874	2,400	21,306	2,400	0	2,400	
		37,999	47,195	47,400	40,934	47,400	0	47,400	
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	57,259	53,136	59,000	16,728	59,000	0	59,000	Repair/Calibration of HVAC System, Repairs in City Buildings, Safety Systems Monitoring
TELEPHONE	4321-000	7,300	7,440	6,864	3,230	6,864	1,136	8,000	Telephone & Internet Service Charges
POSTAGE	4322-000	4,977	5,079	5,000	3,000	5,000	500	5,500	
TRAVEL & TUITION	4330-000	0	479	0	0	0	0	0	
INSURANCE	4361-000	131,357	132,613	133,790	88,322	133,790	26,520	160,310	General Liability, Property, Excess Liability
ELECTRICITY	4381-000	110,958	121,019	96,500	44,088	96,500	28,500	125,000	For all City Facilities
UTILITIES	4382-000	14,365	20,338	18,000	9,910	18,000	0	18,000	Sewer, Water, Irrigation
HEAT	4383-000	45,031	56,423	54,000	34,885	54,000	0	54,000	Civic Complex & Other City Facilities
SANITATION	4384-000	14,044	11,655	15,000	6,867	15,000	0	15,000	Refuse Collection for City Complex & Other City Facilities
		385,292	408,181	388,154	207,030	388,154	56,656	444,810	
CONTRACTUAL SERVICES									
CONTRACTED SERVICES	4410-000	97,679	114,163	98,000	39,258	98,000	(75,000)	23,000	Pest Control, Copier Maintenance, Fire Extinguisher Maintenance, Postage Machine Rental, Shredder, Roof Inspections, Read/Calibrate Scales, Garage Door Maintenance
SUBSCRIPTIONS & DUES	4452-000	344	364	200	25	200	200	400	Newspaper
		98,023	114,527	98,200	39,283	98,200	(74,800)	23,400	
CAPITAL OUTLAY									
EQUIPMENT	5000-000	5,863	0	0	0	0	0	0	
		5,863	0	0	0	0	0	0	
TOTAL GOVERNMENT BUILDINGS		529,687	580,010	572,410	316,181	640,433	(16,353)	624,080	

CITY OF LINO LAKES

PARKS (101-450)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	June YTD 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	348,684	340,035	435,548	206,248	455,615	0	455,615	40% Public Services Director
OVERTIME	4102-000	781	1,128	2,000	1,524	2,000	0	2,000	100% Parks Supervisor
TEMPORARIES	4106-000	27,536	29,780	57,265	17,668	57,265	20,815	78,080	4 - 100% General Maintenance Workers 20% Administrative Assistant
WELLNESS PROGRAM	4108-000	0	0	0	0	0	0	0	
PERA	4121-000	26,090	25,465	32,816	15,525	34,321	0	34,321	Temporaries: Summer Seasonal Positions
SOCIAL SECURITY	4122-000	27,999	27,056	37,853	15,082	39,388	1,593	40,981	Winter Warming House Attendants
ICMA EMPLOYER	4123-000	1,618	1,413	2,638	1,466	0	0	0	
HEALTH INSURANCE	4131-000	28,245	30,906	47,020	21,114	43,924	0	43,924	
LIFE & DISABILITY INSURANCE	4133-000	1,292	898	1,194	515	1,242	0	1,242	
DENTAL INSURANCE	4134-000	2,130	1,939	3,430	1,562	3,601	0	3,601	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	13,423	19,830	37,376	21,706	37,286	1,726	39,012	
		477,797	478,450	657,140	302,411	674,642	24,134	698,776	
SUPPLIES									
									Engineered Wood Fiber, Fencing & Netting, Trees, Plantings, Rock, Ag-Lime, Pea Rock, Class V, Fertilizer, Seed, Herbicides, Line Chalk, Field Marking Paint, Clay, Sod, Irrigation System Maint/Repair/Upgrade, Paint, Lumber, Dog Waste Bags
MAINTENANCE SUPPLIES	4211-000	33,318	74,253	47,000	24,959	47,000	0	47,000	
SMALL TOOLS	4240-000	1,333	5,589	3,000	0	3,000	0	3,000	Hand Tools, Small Power Tools, Mowers, Chain Saws, Weed Whips
		34,650	79,842	50,000	24,959	50,000	0	50,000	
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	13,323	8,867	7,150	5,651	7,150	1,000	8,150	Cartograph, Engineering, Electrical
TELEPHONE	4321-000	802	675	2,000	305	2,000	(1,000)	1,000	Cell Phones, iPads
TRAVEL & TUITION	4330-000	1,167	1,948	3,000	1,438	3,000	0	3,000	Certification Training, Seminars, Computer Training, Mileage
BOARD STIPEND	4331-000	3,206	2,100	2,750	1,675	2,750	0	2,750	Board Members - 6 @ \$75 x 5 mtgs; Chair \$100 x 5 mtgs
UNIFORMS	4370-000	1,520	1,520	1,900	396	1,900	0	1,900	
ELECTRICITY	4381-000	3,162	3,293	3,500	1,451	3,500	0	3,500	Park Buildings and Shelters, Security Lighting, Hockey Rink Lights
UTILITIES (WATER/SEWER)	4382-000	43,268	35,305	25,000	609	25,000	15,000	40,000	Irrigation
HEAT	4383-000	4,359	4,803	5,000	3,120	5,000	0	5,000	
SANITATION	4384-000	1,215	991	1,800	323	1,800	0	1,800	Trash/Recycling
		72,021	59,502	52,100	14,969	52,100	15,000	67,100	
CONTRACTUAL SERVICES									
CONTRACTED SERVICES	4410-000	128,896	117,438	254,000	6,215	254,000	0	254,000	Portable Restrooms, Weed Control, Tree/Stump Removal, Trail Construction/Repair/Maint, Irrigation Systems
RENTED EQUIPMENT	4415-000	281	(147)	500	610	500	0	500	
SUBSCRIPTIONS & DUES	4452-000	111	106	200	75	200	0	200	Professional Memberships & Subscriptions
		129,289	117,397	254,700	6,900	254,700	0	254,700	
CAPITAL OUTLAY									
EQUIPMENT	5000-000	369,434	5,566	0	0	0	0	0	
		369,434	5,566	0	0	0	0	0	
TOTAL PARKS		1,083,192	740,757	1,013,940	349,238	1,031,442	39,134	1,070,576	

CITY OF LINO LAKES

RECREATION (101-451)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	June YTD 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	0	17,591	0	0	0	0	0	
OVERTIME	4102-000	0	0	0	0	0	0	0	
TEMPORARIES	4106-000	0	8,250	0	0	0	0	0	
WELLNESS PROGRAM	4108-000	0	0	0	0	0	0	0	
PERA	4121-000	0	1,275	0	0	0	0	0	
SOCIAL SECURITY	4122-000	0	1,950	0	0	0	0	0	
ICMA EMPLOYER	4123-000	0	203	0	0	0	0	0	
HEALTH INSURANCE	4131-000	0	1,390	0	0	0	0	0	
LIFE & DISABILITY INSURANCE	4133-000	0	38	0	0	0	0	0	
DENTAL INSURANCE	4134-000	0	88	0	0	0	0	0	
REEMPLOYMENT INSURANCE	4141-000	0	13,665	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	0	608	0	0	0	0	0	
		0	45,058	0	0	0	0	0	
SUPPLIES									
OFFICE SUPPLIES	4200-000	0	0	0	0	0	0	0	
MAINTENANCE SUPPLIES	4211-000	0	0	0	0	0	0	0	
		0	0	0	0	0	0	0	
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	34,745	0	0	0	0	0	0	
TELEPHONE	4321-000	0	35	0	0	0	0	0	
TRAVEL & TUITION	4330-000	0	0	0	0	0	0	0	
PRINTING & PUBLISHING	4340-000	0	0	0	0	0	0	0	
NEWSLETTER - PROGRAM SCHEDULE	4343-000	0	0	0	0	0	0	0	
		34,745	35	0	0	0	0	0	
CONTRACTUAL SERVICES									
CONTRACTED SERVICES	4410-000	0	0	0	0	0	0	0	
SUBSCRIPTIONS & DUES	4452-000	0	0	0	0	0	0	0	
		0	0	0	0	0	0	0	
TOTAL RECREATION		34,745	45,093	0	0	0	0	0	

CITY OF LINO LAKES

OTHERS (101-499)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	June YTD 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
CONTINGENCY	4905-000	0	0	234,000	0	75,000	25,000	100,000	Operating Contingency
OPERATING TRANSFERS	4910-000	951,113	321,750	0	0	0	150,000	150,000	Transfer Reserves to Capital Equipment Replacement
TOTAL OTHERS		951,113	321,750	234,000	0	75,000	175,000	250,000	

SUMMARY BY CATEGORY

PERSONAL SERVICES	7,203,588	7,974,957	8,784,452	3,894,335	9,366,610	137,331	9,503,941
SUPPLIES	454,475	631,337	617,575	353,745	617,575	91,992	709,567
OTHER SERVICES AND CHARGES	1,451,687	1,488,994	1,530,347	752,289	1,530,347	166,126	1,696,473
CONTRACTUAL SERVICES	826,386	891,210	1,011,042	346,812	1,011,042	(27,278)	983,764
CAPITAL OUTLAY	404,094	115,251	-	-	-	-	-
OTHERS	951,113	321,750	234,000	-	75,000	175,000	250,000
TOTAL EXPENDITURES	11,291,344	11,423,499	12,177,416	5,347,181	12,600,574	543,171	13,143,745

CITY OF LINO LAKES

THE ROOKERY ACTIVITY CENTER (202-451)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	June YTD 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	0	370,709	517,067	240,506	556,367	0	556,367	100% Activity Center Manager
OVERTIME	4102-000	0	452	0	688	0	0	0	100% Aquatic Supervisor
PART-TIME	4103-000	0	282,003	495,000	212,396	435,000	0	435,000	2 - 100% Activity Center Coordinator
TEMPORARIES	4106-000	0	3,803	0	0	0	0	0	100% HR Assistant
WELLNESS PROGRAM	4108-000	0	0	0	0	0	0	0	100% Bldg Custodial/Maintenance Supervisor
PERA	4121-000	0	33,973	57,343	27,578	58,040	0	58,040	100% Bldg Custodial/Maintenance Worker
SOCIAL SECURITY	4122-000	0	48,219	77,423	33,657	75,840	0	75,840	
ICMA EMPLOYER CONTRIBUTION	4123-000	0	1,015	0	0	0	0	0	Part-time: Aquatics Fitness Instructor, Aquatics Lead,
HEALTH INSURANCE	4131-000	0	40,365	56,575	27,971	58,384	0	58,384	Child Watch Attendant, Custodial Worker, Guest
LIFE & DISABILITY INSURANCE	4133-000	0	903	1,398	671	1,495	0	1,495	Services Representative, Lifeguard, Manager On Duty,
DENTAL INSURANCE	4134-000	0	1,569	4,267	1,531	4,502	0	4,502	Recreation Attendant
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	0	12,367	29,232	13,677	27,644	0	27,644	
		0	795,378	1,238,325	558,675	1,217,272	0	1,217,272	
SUPPLIES									
OFFICE SUPPLIES	4200-000	0	8,185	5,500	2,843	5,500	1,500	7,000	General and Office Supplies, Coffee, Pool Wristbands, Aquafit Equipment, Nest Toys
MAINTENANCE SUPPLIES	4211-000	0	22,735	46,500	13,460	46,500	(2,200)	44,300	Cleaning Supplies, Paper Products, Soap, Pool/Sauna Parts and Pumps, Water Filters, Air Filters, Paint and Hardware, Water Fountains, Miscellaneous Building Supplies
CHEMICALS	4222-000	0	5,527	7,200	5,027	7,200	4,800	12,000	Pool Testing Supplies, Chlorine, Acid, Bicarbonate
RESALE ITEMS	4235-000	0	139	5,000	761	5,000	(2,500)	2,500	T-shirts, Lanyards, Locks, Diapers, Goggles, Swim Caps, Toothpaste, Deodorant, Shampoo, Socks, and Earbuds
SMALL TOOLS	4240-000	0	15,710	10,000	2,497	10,000	(1,000)	9,000	Tools, Equipment, and Furniture
		0	52,296	74,200	24,589	74,200	600	74,800	
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	0	30,887	10,000	5,745	10,000		10,000	Repair/Calibration of HVAC and Electrical Systems, Safety Systems Monitoring
OTHER CONSULTANT	4310-000	0	4,204	57,779	35,429	57,779	1,221	59,000	Metro-INET Services, Programs & Support, CivicRec Annual Maintenance, WheniWork Scheduling Software
TELEPHONE	4321-000	0	2,572	2,750	2,713	2,750	2,650	5,400	Emergency Phone Services, Cell Phone Stipends
POSTAGE	4322-000	0	154	2,500	0	2,500	(2,000)	500	
TRAVEL & TUITION	4330-000	0	4,963	3,000	2,355	3,000	3,000	6,000	MRPA Annual Conference, Mileage Reimbursement, Professional Development/Training, Lifeguard & Instructor Certifications
PRINTING & PUBLISHING	4340-000	0	597	667	420	667	(667)	0	
PAYMENT PROCESSING	4345-000	0	13,103	38,997	9,417	38,997	(8,997)	30,000	Credit Card and Healthy Contribution Processing Fees
INSURANCE	4361-000	0	14,372	26,290	16,961	26,290	4,168	30,458	General Liability & Property Insurance
UNIFORMS	4370-000	0	1,901	2,850	517	2,850	(850)	2,000	
ELECTRICITY	4381-000	0	74,474	88,000	34,158	88,000	0	88,000	
UTILITIES	4382-000	0	12,677	10,920	6,293	10,920	3,080	14,000	Water & Sewer Service
HEAT	4383-000	0	30,434	55,750	26,040	55,750	0	55,750	
SANITATION	4384-000	0	5,363	6,000	2,115	6,000	0	6,000	Refuse Collection
		0	195,701	305,503	142,163	305,503	1,605	307,108	
CONTRACTUAL SERVICES									
CONTRACTED SERVICES	4410-000	0	17,122	12,500	5,778	12,500	1,500	14,000	Copier Maintenance, Rug Service, Pest Control, Annual Inspections (Alarm, Elevator, Fire Extinguishers), Irrigation Service
RENTAL EQUIPMENT	4415-000	0	0	0	416	0	0	0	
CONT SRVS - FITNESS PROVIDER	4411-000	0	162,802	241,230	80,046	241,230	(26,250)	214,980	Endurance Fitness Monthly Fee and Share of Program Revenue
SPECIAL PROJECTS	4418-000	0	5,000	8,750	0	8,750	(3,750)	5,000	Scholarship/Financial Aid
SUBSCRIPTIONS & DUES	4452-000	0	1,486	1,000	1,240	1,000	1,000	2,000	MRPA Membership, Pool Certification Fee
MARKETING	4900-000	0	16,091	11,000	5,140	11,000	0	11,000	
		0	202,501	274,480	92,620	274,480	(27,500)	246,980	
CAPITAL OUTLAY									
EQUIPMENT	5000-000	0	0	0	0	0	0	0	
		0	0	0	0	0	0	0	
TOTAL ROOKERY ACTIVITY CENTER		0	1,245,876	1,892,508	818,047	1,871,455	(25,295)	1,846,160	
<i>Program Expenditure Reconciliation</i>									
					97,297			102,446	
TOTAL ROOKERY ACTIVITY CENTER					1,989,805			1,948,606	

**CITY OF LINO LAKES
THE ROOKERY ACTIVITY CENTER
PROPOSED 2024 NET PROGRAM REVENUE**

Program	Revenue	Expenditures			Total	Net +/-
		Personal Services	Supplies	Contract Services		
	3485	41xx	4200	4410		
603 Swim Lessons						
Winter Group Swim Lessons	36,016	8,235	612	-	8,847	27,169
Winter Private Swim	1,100	285	-	-	285	815
Spring Group Swim Lessons	23,518	5,314	300	-	5,614	17,904
Spring Private	1,100	285	-	-	285	815
Summer Group Swim	32,571	7,379	300	-	7,679	24,892
Summer Private Swim	4,215	855	-	-	855	3,360
Fall Group Swim Lessons	29,900	6,764	300	-	7,064	22,836
Fall Private Swim	1,100	285	-	-	285	815
	129,520	29,402	1,512	-	30,914	98,606
604 Youth Programs						
School Out Programs	8,000	4,000	800	-	4,800	3,200
Other Programs	12,000	4,000	1,500	1,000	6,500	5,500
	20,000	8,000	2,300	1,000	11,300	8,700
605 Gym Programs						
Adult Pickleball Lessons	8,000	960	200	-	1,160	6,840
Pickleball Leagues	2,400	500	-	-	500	1,900
Other Adult Programs	1,500	250	100	-	350	1,150
Preschool Programs	2,200	672	200	-	872	1,328
Other Kids Sports	1,500	350	150	-	500	1,000
	15,600	2,732	650	-	3,382	12,218
606 Aquatics Programs						
Aquatic Special Events	3,000	1,000	2,000	-	3,000	-
	3,000	1,000	2,000	-	3,000	-
607 Active Adult Programs						
AARP Classes	1,500	-	-	1,200	1,200	300
Lunch and Learn	500	-	200	-	200	300
Card Games	-	-	500	-	500	(500)
	2,000	-	700	1,200	1,900	100
608 Community Programs						
CPR Training Classes	1,200	600	400	-	1,000	200
Adult Day Trips	2,500	-	200	2,200	2,400	100
Secret Holiday Shop	5,000	400	3,500	450	4,350	650
Valentine's Dance	1,200	400	300	-	700	500
Misc. Programs	5,000	500	1,000	1,500	3,000	2,000
	14,900	1,900	5,400	4,150	11,450	3,450
609 Birthday Parties						
Birthday Parties	25,000	4,000	5,000	-	9,000	16,000
	25,000	4,000	5,000	-	9,000	16,000
610 Summer Camps						
Summer Camps	40,000	25,000	6,500	-	31,500	8,500
	40,000	25,000	6,500	-	31,500	8,500
GRAND TOTALS	250,020	72,034	24,062	6,350	102,446	147,574



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City of Lino Lakes
2024-2028 Financial Plan
 Projected Cash Balance
Capital Equipment Replacement Fund
Fund 402

	2024	2025	2026	2027	2028
	Estimated	Estimated	Estimated	Estimated	Estimated
	Amounts	Amounts	Amounts	Amounts	Amounts
Revenues					
Property taxes	\$ 600,000	\$ 810,000	\$ 972,000	\$ 1,166,400	\$ 1,399,680
Property taxes - water tenders	248,820	246,558	244,296	242,034	242,034
Investment earnings	9,376	940	(56)	(1,364)	(267)
Miscellaneous	-	-	-	-	-
Total Revenues	858,196	1,057,498	1,216,240	1,407,070	1,641,447
Expenditures					
Current	-	-	-	-	-
Capital outlay	1,388,730	1,016,215	1,160,800	1,208,000	958,700
Fire water tenders	-	-	-	-	-
Debt service					
Principal	-	-	-	-	-
Interest	-	-	-	-	-
Total Expenditures	1,388,730	1,016,215	1,160,800	1,208,000	958,700
Revenues Over (Under) Expenditures:	(530,534)	41,283	55,440	199,070	682,747
Other Financing Sources (Uses)					
Transfers in	150,000	-	-	-	-
Transfers out	-	-	-	-	-
Bond proceeds	-	-	-	-	-
Sale of capital assets	66,979	138,873	101,622	116,080	120,800
Interfund loan activity	(248,820)	(246,558)	(244,296)	(242,034)	(242,034)
Total Other Financing Sources (Uses)	(31,841)	(107,685)	(142,675)	(125,954)	(121,234)
Net Change in Cash Balance	(562,375)	(66,402)	(87,234)	73,116	561,513
Cash Balances, January 1	625,063	62,688	(3,714)	(90,948)	(17,832)
Cash Balances, December 31	\$ 62,688	\$ (3,714)	\$ (90,948)	\$ (17,832)	\$ 543,680

City of Lino Lakes
FY 2024 through FY 2028
Projects by Funding

Project Name	2024	2025	2026	2027	2028	Total
Capital Equipment Revolving Fund (402)						
#117 Tractor	\$ -	\$ 125,000	\$ -	\$ -	\$ -	\$ 125,000
#135 Tractor	\$ -	\$ 55,000	\$ -	\$ -	\$ -	\$ 55,000
#140 Tractor	\$ -	\$ -	\$ 128,000	\$ -	\$ -	\$ 128,000
#142 Chipper	\$ 109,000	\$ -	\$ -	\$ -	\$ -	\$ 109,000
#210 Mack Truck	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ 300,000
#215 Plow Truck	\$ -	\$ -	\$ 345,000	\$ -	\$ -	\$ 345,000
#218 Plow Truck	\$ -	\$ -	\$ -	\$ 358,000	\$ -	\$ 358,000
#225 Truck	\$ -	\$ -	\$ 125,000	\$ -	\$ -	\$ 125,000
#239 Bucket Truck	\$ -	\$ 180,000	\$ -	\$ -	\$ -	\$ 180,000
#251 Backhoe	\$ -	\$ 160,000	\$ -	\$ -	\$ -	\$ 160,000
#255 Truck	\$ -	\$ -	\$ -	\$ 169,000	\$ -	\$ 169,000
#256 Truck - Asphalt Hotbox	\$ -	\$ -	\$ -	\$ 159,000	\$ -	\$ 159,000
#259 Truck	\$ -	\$ 65,000	\$ -	\$ -	\$ -	\$ 65,000
#261 Gilcrest Tailgate Paver	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000
#262 Truck	\$ -	\$ -	\$ -	\$ -	\$ 158,000	\$ 158,000
#263 Truck	\$ -	\$ -	\$ -	\$ 159,000	\$ -	\$ 159,000
#267 Truck	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000
#301 Unmarked Admin Vehicle	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
#304 Marked Patrol Vehicle	\$ 68,000	\$ -	\$ -	\$ -	\$ -	\$ 68,000
#306 Investigation Vehicle	\$ -	\$ 57,500	\$ -	\$ -	\$ -	\$ 57,500
#307 Investigation Vehicle	\$ -	\$ 57,500	\$ -	\$ -	\$ -	\$ 57,500
#308 CSO Vehicle	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ 70,000
#309 Investigation Vehicle	\$ -	\$ -	\$ 60,100	\$ -	\$ -	\$ 60,100
#311 Investigation Vehicle	\$ -	\$ 57,500	\$ -	\$ -	\$ -	\$ 57,500
#314 Marked Patrol Vehicle - Canine	\$ -	\$ 78,000	\$ -	\$ -	\$ -	\$ 78,000
#315 Marked Patrol Vehicle	\$ 68,000	\$ -	\$ -	\$ -	\$ -	\$ 68,000
#316 Marked Patrol Vehicle	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ 70,000
#318 Marked Patrol Vehicle	\$ -	\$ -	\$ 74,700	\$ -	\$ -	\$ 74,700
#319 Marked Patrol Vehicle	\$ -	\$ -	\$ 74,700	\$ -	\$ -	\$ 74,700
#320 Marked Patrol Vehicle	\$ -	\$ -	\$ 74,700	\$ -	\$ -	\$ 74,700
#321 Marked Patrol Vehicle	\$ -	\$ -	\$ -	\$ 78,000	\$ -	\$ 78,000
#322 Marked Patrol Vehicle	\$ -	\$ -	\$ -	\$ 78,000	\$ -	\$ 78,000
#323 Marked Patrol Vehicle	\$ -	\$ -	\$ -	\$ 78,000	\$ -	\$ 78,000
#398 Unmarked Admin Vehicle	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
#3X1 Marked Patrol Vehicle	\$ -	\$ -	\$ -	\$ -	\$ 81,900	\$ 81,900
#3X2 Marked Patrol Vehicle	\$ -	\$ -	\$ -	\$ -	\$ 81,900	\$ 81,900
#3X3 Marked Patrol Vehicle	\$ -	\$ -	\$ -	\$ -	\$ 81,900	\$ 81,900
#3X4 Unmarked Admin Vehicle	\$ -	\$ -	\$ -	\$ -	\$ 71,000	\$ 71,000
#403 Truck	\$ 103,000	\$ -	\$ -	\$ -	\$ -	\$ 103,000
#409 Lawn Mower Pull Behind	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ 25,000
#411 RTV	\$ -	\$ -	\$ -	\$ -	\$ 18,000	\$ 18,000
#412 Truck	\$ -	\$ -	\$ -	\$ 72,000	\$ -	\$ 72,000
#414 Bobcat Tool Cat	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ 70,000
#415 Lawn Mower	\$ -	\$ 18,500	\$ -	\$ -	\$ -	\$ 18,500
#416 Truck	\$ -	\$ -	\$ -	\$ -	\$ 82,000	\$ 82,000
#623 Fire Vehicle	\$ -	\$ -	\$ 74,700	\$ -	\$ -	\$ 74,700
#702 Trailer	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ 12,000
#803 Environmental Vehicle	\$ -	\$ -	\$ 55,000	\$ -	\$ -	\$ 55,000
#804 Building Inspection Vehicle	\$ -	\$ -	\$ 33,000	\$ -	\$ -	\$ 33,000
#805 Building Inspection Vehicle	\$ -	\$ -	\$ -	\$ 32,000	\$ -	\$ 32,000
#806 Building Inspection Vehicle	\$ -	\$ -	\$ -	\$ -	\$ 34,000	\$ 34,000
#NEW Plow Truck	\$ 318,000	\$ -	\$ -	\$ -	\$ -	\$ 318,000
Digital Mobile Evidence	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Electric Man Lift	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
Extrication Sets (2)	\$ -	\$ 68,175	\$ -	\$ -	\$ -	\$ 68,175
Fire Equipment for New Tenders	\$ 156,230	\$ -	\$ -	\$ -	\$ -	\$ 156,230
Gas/Electric Ventilation Fans (4)	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000

City of Lino Lakes
FY 2024 through FY 2028
Projects by Funding

Project Name	2024	2025	2026	2027	2028	Total
Lift Bag (1)	\$ -	\$ 24,040	\$ -	\$ -	\$ -	\$ 24,040
Pile Driver Plow	\$ 11,500	\$ -	\$ -	\$ -	\$ -	\$ 11,500
Rescue Boat	\$ -	\$ -	\$ 65,000	\$ -	\$ -	\$ 65,000
SCBA Cascade Trailer (1)	\$ -	\$ -	\$ 20,900	\$ -	\$ -	\$ 20,900
Tire Changer and Wheel Balancer	\$ 23,000	\$ -	\$ -	\$ -	\$ -	\$ 23,000
Total	\$ 1,388,730	\$ 1,016,215	\$ 1,160,800	\$ 1,208,000	\$ 958,700	\$ 5,732,445

CIP Request 2024 (Police)

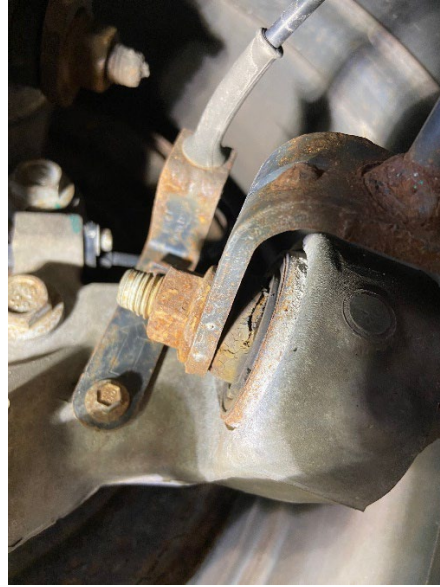
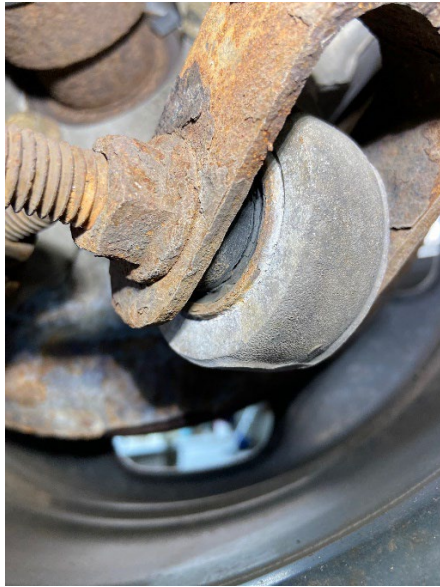
#619



#619 is a 2013 Ford Police Interceptor Utility. It was built in May of 2012. This vehicle was purchased for the police department in 2012 during our transition away from the Ford Crown Victoria. In 2016, this vehicle was moved to the fire department which has kept the annual mileage relatively low. If approved for replacement next year, this vehicle will have been in service for over 12 years by the time its replacement is ready in late 2024. #619's total cost per mile (maintenance, repairs, fuel) is 28 cents. #619 would be my first priority for replacement in Public Safety for 2024.



The air conditioning compressor is leaking and in need of replacement.



The majority of the rubber bushings on the vehicle are cracked and worn.



The aluminum hood is showing quite a bit of corrosion. There is also quite a bit of rust forming around the lock cylinder on the tailgate/hatch of the vehicle.



The door panel on the front driver's door is splitting open and in need of replacement.



The rear tailgate/hatch is in horrible condition and is in desperate need of replacement.

#304



#304 is a 2016 Ford Police Interceptor Utility. It was built in March of 2016. This vehicle currently has just over 113,000 miles. The Public Safety Department has put roughly 18,000 miles on this vehicle in the last year. If replaced this time next year, #304 would likely have around 131,000 miles when taken out of service. If delayed a year it will likely be around 149,000 miles before it is replaced. #304 has a total cost per mile of 30 cents. This would be my second priority for replacement in Public Safety for 2024.



One of the PTU cooler lines is leaking and in need of replacement.



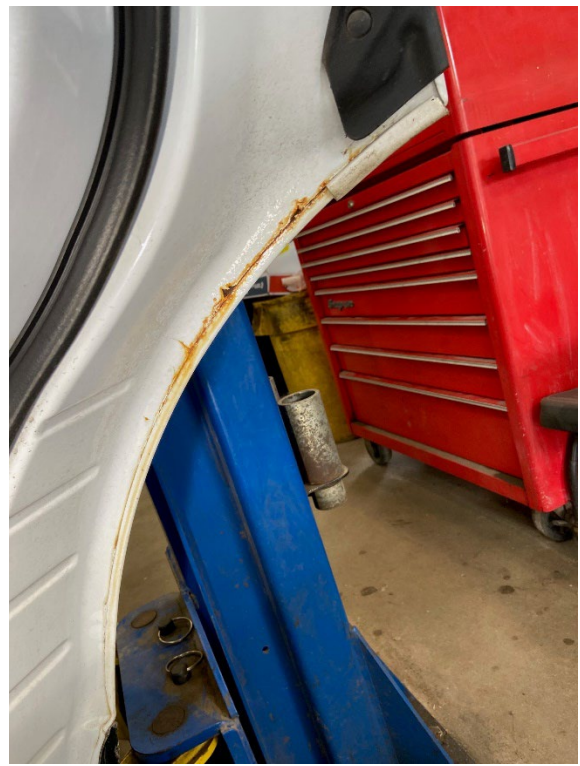
The output seal on the back of the PTU is leaking and should be replaced.



Both axles seals on the rear differential are leaking and in need of replacement.



The front edge of the aluminum hood is starting to corrode and the paint will soon start flaking off. This is something that will continue to get worse. If the vehicle is going to be left in the fleet we should try to get a price on a new hood.



Rust is starting on the inside lip of both rear doors.



A very small amount of rust is just starting on the inside lip of the tailgate/hatch.

#398



#398 is a 2015 Ford Police Interceptor Utility. It was built in March of 2015. It currently has around 98,000 miles. This vehicle is William Owens' admin vehicle. He seems to be averaging around 12,000 miles per year. If replaced this time next year, #398 would likely have around 110,000 miles when taken out of service. If kept in service for an additional year it would likely be around 122,000 miles before being taken out of service. As an admin car it doesn't see nearly the abuse that the patrol vehicles receive. Its total cost per mile (maintenance, repairs & fuel) is 20 cents per mile, which is considerably less than the two vehicles previously mentioned. This vehicle is my third priority for replacement in Public Safety for 2024.



#398 has an issue directly above the windshield where the paint has come off and rust is starting to form. We should try to get an estimate on getting this issue repaired in the near future.



The rear main seal on the engine is leaking engine oil and should be replaced.



There is a small seep/leak from both axle seals on the rear differential.



The paint is cracked around the lock cylinder on the tailgate/hatch and will likely start rusting soon. There is also a small amount of corrosion starting on the front lip of the aluminum hood.

#600



#600 is a 2015 Ford Police Interceptor Utility. It was built in February of 2015. This vehicle currently has just over 102,000 miles. The Public Safety Department has put roughly 3,000 miles on this vehicle in the last year.

If replaced this time next year, #600 would likely have around 105,000 miles when taken out of service. If delayed a year it will likely be just under 108,000 miles before it is replaced. #600 has a total cost per mile of 22 cents. This would be my fourth priority for replacement in Public Safety for 2024.



The PTU has a small leak and may need replaced at some point in the future.

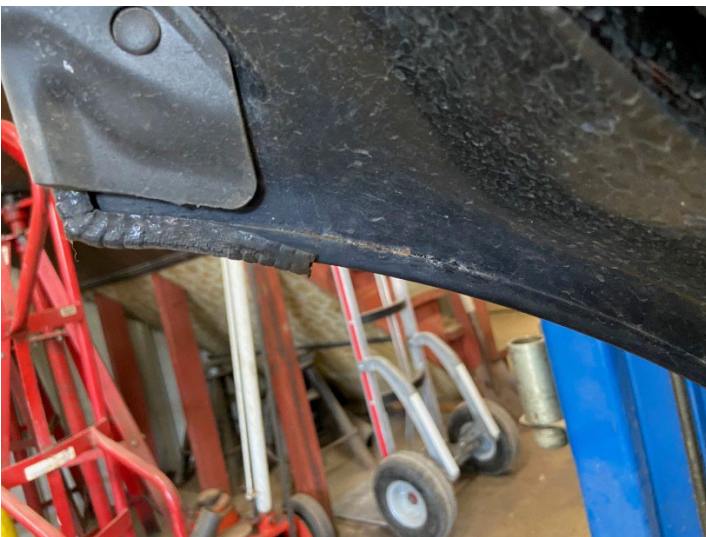


Various rubber bushings are cracked and worn.

#301



#301 is a 2016 Ford Police Interceptor Utility. It was built in March of 2016. It currently has around 102,000 miles. This vehicle is John Swenson's admin vehicle. He seems to be averaging around 13,000 miles per year. If replaced this time next year, #301 would likely have around 115,000 miles when taken out of service. If kept in service for an additional year it would likely be around 128,000 miles before being taken out of service. As an admin car it doesn't see nearly the abuse that the patrol vehicles receive. Its total cost per mile (maintenance, repairs & fuel) is 19 cents per mile, which is the least of the five vehicles inspected for possible replacement in 2024. This vehicle is my fifth priority for replacement in Public Safety for 2024.



#301 is starting to show the smallest amount of rust on the bottom of two of its doors. No other issues were currently found with this vehicle.

Capital Improvement Project 2024 through 2028

PROJECT # CW-58

PROJECT NAME: #117 Tractor

Project Year:	2025
Department:	Fleet
Program:	Citywide
Project Type:	Machinery and Shop Equipment
Useful Life (Years):	10
Contact Person:	Public Services Director



Project Description:

2002 John Deere 6410 Tractor.

Project Justification:

Primary use is mowing ditches, plowing snow, and brush mowing.

Purchased in 2002 the JD Tractor has surpassed its estimated useful life in the Capital Asset Policy of 10 years. This piece of equipment has been bumped from year to year and is in need of replacement with over 5,500 hours on the machine. Replacement would be a tractor comparable in size, power and capability.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$125,000	\$0	\$0	\$0	\$125,000
Total	\$0	\$125,000	\$0	\$0	\$0	\$125,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$125,000	\$0	\$0	\$0	\$125,000
Total	\$0	\$125,000	\$0	\$0	\$0	\$125,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-60

PROJECT NAME: #135 Tractor

Project Year:	2025
Department:	Parks
Program:	Citywide
Project Type:	Machinery and Shop Equipment
Useful Life (Years):	10
Contact Person:	Public Services Director



Project Description:

2004 John Deere 4710 Tractor

Project Justification:

Purchased in 2004 and now with over 1200 hours of service on the tractor it is reached its useful life following the Capital Asset Policy of 10 years. This tractor is primarily used in dirt work, field, turf and ballfield maintenance. Replacement tractor will be of similar size, power, and capacity.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$	\$55,000	\$0	\$0	\$0	\$55,000
Total		\$55,000	\$0	\$0	\$0	\$55,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$55,000	\$0	\$0	\$0	\$55,000
Total	\$0	\$55,000	\$0	\$0	\$0	\$55,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-61

PROJECT NAME: #140 Tractor

Project Year:	2026
Department:	Parks
Program:	Citywide
Project Type:	Machinery and Shop Equipment
Useful Life (Years):	10
Contact Person:	Public Services Director



Project Description:

2007 John Deere 5525 Tractor

Project Justification:

The 2007 JD 5525 tractor is primarily used to mow parks. To quickly mow broad open spaces, the tractor employs a progressive mower with a 16' wide cut that is used in all city parks. Other functions of the tractor include brooming offroad debris to aid in street sweeping and sweeping hockey rinks. Purchased in 2007 with over 6100 hours of use, the tractor has surpassed its useful life of 10 years per the Capital Asset Policy. A new purchase would be a tractor of similar size, power, and capacity.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$128,000	\$0	\$0	\$128,000
Total	\$0	\$0	\$128,000	\$0	\$0	\$128,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$128,000	\$0	\$0	\$128,000
Total	\$0	\$0	\$128,000	\$0	\$0	\$128,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-6

PROJECT NAME: #142 Chipper

Project Year:	2024
Department:	Parks
Program:	Citywide
Project Type:	Machinery and Shop Equipment
Useful Life (Years):	13
Contact Person:	Public Services Director



Project Description:

2009 Vermeer BC1500 Chipper to be replaced with a chipper with similar capabilities and size.

Project Justification:

Purchased in 2009, and now with over 1200 hours of operation on the equipment, it has met its useful life in the Public Works Fleet. It is showing signs of age after 15 years of service and is in need of replacement. The chipper is used during emergencies and operates at high RPMs during use. Based on its useful life, hours of use, and being a critical piece of equipment for emergencies and storms, it is recommended that it be replaced as it is due in the capital equipment schedule.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$109,000	\$0	\$0	\$0	\$0	\$109,000
Total	\$109,000	\$0	\$0	\$0	\$0	\$109,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$109,000	\$0	\$0	\$0	\$0	\$109,000
Total	\$109,000	\$0	\$0	\$0	\$0	\$109,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-168

PROJECT NAME: #210 Mack Truck

Project Year:	2028
Department:	Fleet
Program:	Citywide
Project Type:	Machinery and Shop Equipment
Useful Life (Years):	13
Contact Person:	Public Services Director



Project Description:

2015 Mack Truck

Project Justification:

After normal wear & tear it can be costly to repair

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$0	\$0	\$300,000	\$300,000
Total	\$0	\$0	\$0	\$0	\$300,000	\$300,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$0	\$300,000	\$300,000
Total	\$0	\$0	\$0	\$0	\$300,000	\$300,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-47

PROJECT NAME: #215 Plow Truck

Project Year:	2026
Department:	Fleet
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	13
Contact Person:	Public Services Director



Project Description:

2008 Ford Sterling Dump Truck

Project Justification:

Purchased in 2008 this plow truck has served its purpose. The plow truck has been pushed out for replacement over the last few years. This is a critical piece of equipment in the snow removal process and is responsible for clearing 1/5 of city roads of snow. The operation conditions of the power truck are consistently in the ice, salt, and snow. The trucks are operated under heavy working loads with full dump boxes, plow, and wing. The trucks are operated in a constant working condition while pushing snow. Truck breakdowns and unreliability of the equipment are becoming concerns especially during snow emergencies. Truck #215 has over 28,000 miles the body is showing signs of age and failure in the near future.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$345,000	\$0	\$0	\$345,000
Total	\$0	\$0	\$345,000	\$0	\$0	\$345,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$345,000	\$0	\$0	\$345,000
Total	\$0	\$0	\$345,000	\$0	\$0	\$345,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-146

PROJECT NAME: #218 Plow Truck

Project Year:	2027
Department:	Fleet
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	13
Contact Person:	Public Services Director



Project Description:

2010 Sterling L8500 Single Axle Dump Truck

Project Justification:

Purchased in 2009 this plow truck has served its purpose. The plow truck has been pushed out for replacement over the last few years. This is a critical piece of equipment in the snow removal process and is responsible for clearing 1/5 of city roads of snow. The operation conditions of the power truck are consistently in the ice, salt, and snow. The trucks are operated under heavy working loads with full dump boxes, plow, and wing. The trucks are operated in a constant working condition while pushing snow. Truck breakdowns and unreliability of the equipment are becoming concerns especially during snow emergencies. Truck #218 has over 48,000 miles the body is showing signs of age and failure in the near future.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$0	\$358,000	\$0	\$358,000
Total	\$0	\$0	\$0	\$358,000	\$0	\$358,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$358,000	\$0	\$358,000
Total	\$0	\$0	\$0	\$358,000	\$0	\$358,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-159

PROJECT NAME: #225 Truck

Project Year:	2026
Department:	Fleet
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	9
Contact Person:	Public Services Director



Project Description:

2012 Ford F-350 4X4 Pickup

Project Justification:

Truck #225 is a 1 Ton single rear wheel vehicle with a crane and utility box. It is primarily used for sign work. The truck and utility box that are married together are not compatible and make the use of the truck limited. The replacement truck must be more purpose built. Replacement is recommended because of years of service and the limited function.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$125,000	\$0	\$0	\$125,000
Total	\$0	\$0	\$125,000	\$0	\$0	\$125,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$125,000	\$0	\$0	\$125,000
Total	\$0	\$0	\$125,000	\$0	\$0	\$125,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-5

PROJECT NAME: #239 Bucket Truck

Project Year:	2025
Department:	Fleet
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	13
Contact Person:	Public Services Director



Project Description:

1993 Ford L8000 Bucket Truck

Project Justification:

1993 Ford L8000 Bucket Truck is a repurposed plow truck that was fitted with a bucket and boom platform. It has 105,000 miles on the truck. Replacement truck recommendation is smaller size truck but comparable boom and bucket capabilities.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$180,000	\$0	\$0	\$0	\$180,000
Total	\$0	\$180,000	\$0	\$0	\$0	\$180,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$180,000	\$0	\$0	\$0	\$180,000
Total	\$0	\$180,000	\$0	\$0	\$0	\$180,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-2

PROJECT NAME: #251 Backhoe

Project Year:	2025
Department:	Fleet
Program:	Citywide
Project Type:	Machinery and Shop Equipment
Useful Life (Years):	13
Contact Person:	Public Services Director



Project Description:

2011 Caterpillar 420E Backhoe

Project Justification:

2011 Caterpillar 420E Backhoe used in road maintenance, loading trucks, park maintenance, utility repairs, snow and ice removal, and storm cleanup. The machine has 2800 hours of use on it and is starting to require more replacement parts needed to stay in operation. Recommendation is to replace the 2011 Caterpillar 420E Backhoe with a machine of similar size, power, and capabilities.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$160,000	\$0	\$0	\$0	\$160,000
Total	\$0	\$160,000	\$0	\$0	\$0	\$160,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$160,000	\$0	\$0	\$0	\$160,000
Total	\$0	\$160,000	\$0	\$0	\$0	\$160,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-160

PROJECT NAME: #255 Truck

Project Year:	2027
Department:	Fleet
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	9
Contact Person:	Public Services Director



Project Description:

2015 F350 4X4 Reg Chas Cab DRW

Project Justification:

Truck #255 a Ford 1 Ton with dump box was purchased in 2015. The trucks winter priority is salting and plowing parking lots and cul-de-sacs. Replacement truck would be a truck, plow and salt dog with similar capabilities, power, and larger size (F-550) or comparable.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$0	\$169,000	\$0	\$169,000
Total	\$0	\$0	\$0	\$169,000	\$0	\$169,000

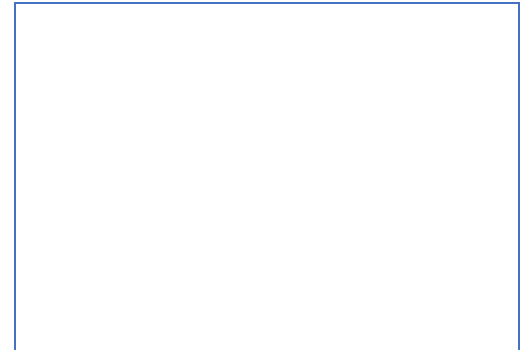
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$169,000	\$0	\$169,000
Total	\$0	\$0	\$0	\$169,000	\$0	\$169,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-161

PROJECT NAME: #256 Truck - Asphalt Hotbox

Project Year:	2027
Department:	Fleet
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	13
Contact Person:	Public Services Director



Project Description:

Replacement for 2015 F550 4X4 Reg Chas Cab Cab DRW - Asphalt Hotbox

Project Justification:

Truck #256 is an F-550. This is primarily used as the asphalt truck. It is used in patching operations year round. It is also a truck that is used in snow removal operations. With over 91000 miles on this truck it receives heavy use and is important to the summer patching operations. In 2027 it will be up for replacement according to the Capital Asset Policy and is recommended to be replaced with a vehicle of similar size, capabilities, and power.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$0	\$159,000	\$0	\$159,000
Total	\$0	\$0	\$0	\$159,000	\$0	\$159,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$159,000	\$0	\$159,000
Total	\$0	\$0	\$0	\$159,000	\$0	\$159,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-137

PROJECT NAME: #259 Truck

Project Year:	2025
Department:	Fleet
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	9
Contact Person:	Public Services Director



Project Description:

2016 GMC Sierra 4WD Reg Cab

Project Justification:

Truck #259 is a Parks vehicle that was purchased to accommodate narrow trails, tight turns, and general park maintenance. It has a 7'6" plow and 62,000 miles of service on the truck. When not being used for park maintenance it is used in plowing cul-de-sacs and parking lots. Operations of a plow on a 1/2 ton truck is hard on the equipment and will lead to an early failure of the truck. Recommended replacement is a short wheel base pickup truck for the purpose of navigating the trail system. 1/2 ton truck or smaller. Consider earlier replacement of this vehicle in replacement schedule.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$65,000	\$0	\$0	\$0	\$65,000
Total	\$0	\$65,000	\$0	\$0	\$0	\$65,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$65,000	\$0	\$0	\$0	\$65,000
Total	\$0	\$65,000	\$0	\$0	\$0	\$65,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-327

PROJECT NAME: #261 Gilcrest Tailgate Paver

Project Year:	2024
Department:	Streets
Program:	Citywide
Project Type:	Machinery and Shop Equipment
Useful Life (Years):	15
Contact Person:	Public Services Director



Project Description:

Replace the current tailgate paver with a self-propelled "used" paver.

Project Justification:

Replace the 1999 pull behind Gilcrest Tailgate Paver with a self-propelled model that can carry blacktop and maneuver in tight trail operations. The self-propelled paver will allow public works to unload the machine onsite without the need for additional equipment, reducing staff involvement and increasing efficiency. Current operations require a backhoe or loader to unload the Gilcrest Tailgate Paver, and then it is pulled behind a dump truck because, again, it is not self-propelled. The proposed unit will be able to handle widths of blacktop ranging from 8 ft. wide for trail overlays and up to 14 ft. for road applications.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$45,000	\$0	\$0	\$0	\$0	\$45,000
Total	\$45,000	\$0	\$0	\$0	\$0	\$45,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$45,000	\$0	\$0	\$0	\$0	\$45,000
Total	\$45,000	\$0	\$0	\$0	\$0	\$45,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-163

PROJECT NAME: #262 Truck

Project Year:	2028
Department:	Fleet
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	9
Contact Person:	Public Services Director



Project Description:

2017 F-550 Hook Truck

Project Justification:

Truck #262 is an F-550 Hook Truck. Meaning the truck has the ability to switch what kind of box is on the back of the truck. Boxes or skids available for use are a standard dump box, chipper box, and brine tank which keeps the truck very versatile. Truck #262 is used in city maintenance operations year-round With 38,000 miles on the truck it is not yet showing signs or a need for replacement but according to the capital asset policy the useful life of the truck will be used up and ready for replacement in 2027. Recommended replacement is a vehicle of similar size, capabilities, and power.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$0	\$0	\$158,000	\$158,000
Total	\$0	\$0	\$0	\$0	\$158,000	\$158,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$0	\$158,000	\$158,000
Total	\$0	\$0	\$0	\$0	\$158,000	\$158,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-164

PROJECT NAME: #263 Truck

Project Year:	2027
Department:	Fleet
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	9
Contact Person:	Public Services Director



Project Description:

2017 F550 4X4 with Plow

Project Justification:

Truck #263 is an F-550 used in the streets department. It is used year-round in asphalt maintenance, plowing operations, and is generally a versatile truck in the public works operations. The truck currently has 59,000 miles on it and is scheduled for replacement in 2027 according to the capital asset policy. Recommended replacement is an F-550 or comparably sized truck with the swap loader function also called a roll off truck. By purchasing the truck this way the truck will be able to use any of the previously purchased swap loader/roll off skids allowing the truck to satisfy several needs.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$0	\$159,000	\$0	\$159,000
Total	\$0	\$0	\$0	\$159,000	\$0	\$159,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$159,000	\$0	\$159,000
Total	\$0	\$0	\$0	\$159,000	\$0	\$159,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-165

PROJECT NAME: #267 Truck

Project Year:	2028
Department:	Fleet
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	9
Contact Person:	Public Services Director



Project Description:

2019 Ford F250 Reg Cab 4X4

Project Justification:

After normal wear & tear it can be costly to repair

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$0	\$0	\$50,000	\$50,000
Total	\$0	\$0	\$0	\$0	\$50,000	\$50,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$0	\$50,000	\$50,000
Total	\$0	\$0	\$0	\$0	\$50,000	\$50,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-66

PROJECT NAME: #301 Unmarked Admin Vehicle

Project Year:	2024
Department:	Police
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	6
Contact Person:	Public Safety Director



Project Description:

2016 Ford Explorer

Project Justification:

Emergency vehicles are routinely driven at the upper performance levels. Vehicles with over 100,000 miles are more likely to have transmission, suspension and engine problems. Peak mechanical and structural condition of performance-driven emergency vehicles is essential to ensure the safety of the public and our staff. Police staff are expected to respond to emergencies quickly, with constant due regard for public safety. As such, our emergency vehicles cannot fail. With vehicle age, comes increased risk to the driver and public due to mechanical wear, exterior storage, and the effects of prolonged salt exposure.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$60,000	\$0	\$0	\$0	\$0	\$60,000
Total	\$60,000	\$0	\$0	\$0	\$0	\$60,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$60,000	\$0	\$0	\$0	\$0	\$60,000
Total	\$60,000	\$0	\$0	\$0	\$0	\$60,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-36

PROJECT NAME: #304 Marked Patrol Vehicle

Project Year:	2024
Department:	Police
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	5
Contact Person:	Public Safety Director



Project Description:

2016 Ford Explorer

Project Justification:

Emergency vehicles are regularly driven at the upper performance levels. Vehicles with over 100,000 miles are more likely to have transmission, suspension and engine problems. Each of these repairs increases the cost per mile to operate the vehicle.

Peak mechanical and structural condition of performance-driven emergency vehicles is essential to ensure the safety of the public and officers. Officers are expected to respond to emergencies quickly, with constant due regard for public safety. As such, our emergency vehicles cannot fail. With vehicle age, comes increased risk to the driver and public due to mechanical wear, weathering from exterior parking/storage, and the effects of prolonged salt exposure.

Police patrol vehicles often need to idle when in-service and not parked in an area with shore power due to the temperature sensitive medical equipment and supplies the officers carry, as well as to ensure adequate charging of the squad computer. According to General Motors (2022 Chev Tahoe owner's manual, pg. 391 - extended idle use) each hour of idling is equal to 33 miles . A five year old squad car which has approximately 5900 idle hours, equates to approximately 194,700 additional miles added to the vehicle.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$68,000	\$0	\$0	\$0	\$0	\$68,000
Total	\$68,000	\$0	\$0	\$0	\$0	\$68,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$68,000	\$0	\$0	\$0	\$0	\$68,000
Total	\$68,000	\$0	\$0	\$0	\$0	\$68,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-69

PROJECT NAME: #306 Investigation Vehicle

Project Year:	2025
Department:	Police
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	8
Contact Person:	Public Safety Director



Project Description:

2017 Ford Fusion

Project Justification:

Emergency vehicles are routinely driven at the upper performance levels. Vehicles with over 100,000 miles are more likely to have transmission, suspension and engine problems. Peak mechanical and structural condition of performance-driven emergency vehicles is essential to ensure the safety of the public and our staff. Police staff are expected to respond to emergencies quickly, with constant due regard for public safety. As such, our emergency vehicles cannot fail. With vehicle age, comes increased risk to the driver and public due to mechanical wear, weathering from exterior storage, and the effects of prolonged salt exposure.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$57,500	\$0	\$0	\$0	\$57,500
Total	\$0	\$57,500	\$0	\$0	\$0	\$57,500

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$57,500	\$0	\$0	\$0	\$57,500
Total	\$0	\$57,500	\$0	\$0	\$0	\$57,500

Capital Improvement Project 2024 through 2028

PROJECT # CW-70

PROJECT NAME: #307 Investigation Vehicle

Project Year:	2025
Department:	Police
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	8
Contact Person:	Public Safety Director



Project Description:

2017 Ford Fusion

Project Justification:

Emergency vehicles are routinely driven at the upper performance levels. Vehicles with over 100,000 miles are more likely to have transmission, suspension and engine problems. Peak mechanical and structural condition of performance-driven emergency vehicles is essential to ensure the safety of the public and our staff. Police staff are expected to respond to emergencies quickly, with constant due regard for public safety. As such, our emergency vehicles cannot fail. With vehicle age, comes increased risk to the driver and public due to mechanical wear, weathering from exterior storage, and the effects of prolonged salt exposure.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$57,500	\$0	\$0	\$0	\$57,500
Total	\$0	\$57,500	\$0	\$0	\$0	\$57,500

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$57,500	\$0	\$0	\$0	\$57,500
Total	\$0	\$57,500	\$0	\$0	\$0	\$57,500

Capital Improvement Project 2024 through 2028

PROJECT # CW-8

PROJECT NAME: #308 CSO Vehicle

Project Year:	2025
Department:	Police
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	6
Contact Person:	Public Safety Director



Project Description:

2018 GMC Sierra Crew

Project Justification:

Emergency vehicles are routinely driven at the upper performance levels. Vehicles with over 100,000 miles are more likely to have transmission, suspension and engine problems. Peak mechanical and structural condition of performance-driven emergency vehicles is essential to ensure the safety of the public and our staff. Police staff are expected to respond to emergencies quickly, with constant due regard for public safety. As such, our emergency vehicles cannot fail. With vehicle age, comes increased risk to the driver and public due to mechanical wear, weathering from exterior parking/storage, and the effects of prolonged salt exposure. This vehicle is routinely used to transport prisoners. Consideration of prisoner safety needs to be a factor when considering the replacement of this vehicle.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$	\$70,000	\$0	\$0	\$0	\$70,000
Total		\$70,000	\$0	\$0	\$0	\$70,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$70,000	\$0	\$0	\$0	\$70,000
Total	\$0	\$70,000	\$0	\$0	\$0	\$70,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-32

PROJECT NAME: #309 Investigation Vehicle

Project Year:	2026
Department:	Police
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	8
Contact Person:	Public Safety Director



Project Description:

2018 Ford Escape

Project Justification:

Emergency vehicles are routinely driven at the upper performance levels. Vehicles with over 100,000 miles are more likely to have transmission, suspension and engine problems. Peak mechanical and structural condition of performance-driven emergency vehicles is essential to ensure the safety of the public and our staff. Police staff are expected to respond to emergencies quickly, with constant due regard for public safety. As such, our emergency vehicles cannot fail. With vehicle age, comes increased risk to the driver and public due to mechanical wear, weathering from exterior storage, and the effects of prolonged salt exposure.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$60,100	\$0	\$0	\$60,100
Total	\$0	\$0	\$60,100	\$0	\$0	\$60,100

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$60,100	\$0	\$0	\$60,100
Total	\$0	\$0	\$60,100	\$0	\$0	\$60,100

Capital Improvement Project 2024 through 2028

PROJECT # CW-33

PROJECT NAME: #311 Investigation Vehicle

Project Year:	2025
Department:	Police
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	8
Contact Person:	Public Safety Director



Project Description:

2017 Jeep Cherokee

Project Justification:

Emergency vehicles are routinely driven at the upper performance levels. Vehicles with over 100,000 miles are more likely to have transmission, suspension and engine problems. Peak mechanical and structural condition of performance-driven emergency vehicles is essential to ensure the safety of the public and our staff. Police staff are expected to respond to emergencies quickly, with constant due regard for public safety. As such, our emergency vehicles cannot fail. With vehicle age, comes increased risk to the driver and public due to mechanical wear, weathering from exterior storage, and the effects of prolonged salt exposure.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$57,500	\$0	\$0	\$0	\$57,500
Total	\$0	\$57,500	\$0	\$0	\$0	\$57,500

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$57,500	\$0	\$0	\$0	\$57,500
Total	\$0	\$57,500	\$0	\$0	\$0	\$57,500

Capital Improvement Project 2024 through 2028

PROJECT # CW-37

PROJECT NAME: #314 Marked Patrol Vehicle - Canine

Project Year:	2025
Department:	Police
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	5
Contact Person:	Public Safety Director



Project Description:

2020 Ford Explorer

Project Justification:

Emergency vehicles are regularly driven at the upper performance levels. Vehicles with over 100,000 miles are more likely to have transmission, suspension and engine problems. Each of these repairs increases the cost per mile to operate the vehicle.

Peak mechanical and structural condition of performance-driven emergency vehicles is essential to ensure the safety of the public and officers. Officers are expected to respond to emergencies quickly, with constant due regard for public safety. As such, our emergency vehicles cannot fail. With vehicle age, comes increased risk to the driver and public due to mechanical wear, weathering from exterior parking/storage, and the effects of prolonged salt exposure.

Police patrol vehicles often need to idle when in-service and not parked in an area with shore power due to the temperature sensitive medical equipment and supplies the officers carry, as well as to ensure adequate charging of the squad computer. According to General Motors (2022 Chev Tahoe owner's manual, pg. 391 - extended idle use) each hour of idling is equal to 33 miles . A five year old squad car which has approximately 5900 idle hours, equates to approximately 194,700 additional miles added to the vehicle.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$78,000	\$0	\$0	\$0	\$78,000
Total	\$0	\$78,000	\$0	\$0	\$0	\$78,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$78,000	\$0	\$0	\$0	\$78,000
Total	\$0	\$78,000	\$0	\$0	\$0	\$78,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-38

PROJECT NAME: #315 Marked Patrol Vehicle

Project Year:	2024
Department:	Police
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	5
Contact Person:	Public Safety Director



Project Description:

2020 Ford Explorer

Project Justification:

Police vehicle 315 would be rotated into the Fire Division to replace Fire vehicle 619 which is 2013 Ford SUV with 76,200 miles. See City Mechanics memo for further details.

Emergency vehicles are regularly driven at the upper performance levels. Vehicles with over 100,000 miles are more likely to have transmission, suspension and engine problems. Each of these repairs increases the cost per mile to operate the vehicle.

Peak mechanical and structural condition of performance-driven emergency vehicles is essential to ensure the safety of the public and officers. Officers are expected to respond to emergencies quickly, with constant due regard for public safety. As such, our emergency vehicles cannot fail. With vehicle age, comes increased risk to the driver and public due to mechanical wear, weathering from exterior parking/storage, and the effects of prolonged salt exposure.

Police patrol vehicles often need to idle when in-service and not parked in an area with shore power due to the temperature sensitive medical equipment and supplies the officers carry, as well as to ensure adequate charging of the squad computer. According to General Motors (2022 Chev Tahoe owner's manual, pg. 391 - extended idle use) each hour of idling is equal to 33 miles . A five year old squad car which has approximately 5900 idle hours, equates to approximately 194,700 additional miles added to the vehicle.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$68,000	\$0	\$0	\$0	\$0	\$68,000
Total	\$68,000	\$0	\$0	\$0	\$0	\$68,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
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City of Lino Lakes - Capital Improvement Plan

Capital Equipment	\$68,000	\$0	\$0	\$0	\$0	\$68,000
Total	\$68,000	\$0	\$0	\$0	\$0	\$68,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-39

PROJECT NAME: #316 Marked Patrol Vehicle

Project Year:	2024
Department:	Police
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	5
Contact Person:	Public Safety Director



Project Description:

2020 Ford Explorer

Project Justification:

Police Vehicle 316 will be rotated to Fire Division to replace vehicle 600. Vehicle 600 is 2015 Ford SUV with 102,145 miles. See City Mechanic's memo for further details. The \$70,000 budgeted amount includes \$2,000 to transition 316 to Fire Division.

Emergency vehicles are regularly driven at the upper performance levels. Vehicles with over 100,000 miles are more likely to have transmission, suspension and engine problems. Each of these repairs increases the cost per mile to operate the vehicle.

Peak mechanical and structural condition of performance-driven emergency vehicles is essential to ensure the safety of the public and officers. Officers are expected to respond to emergencies quickly, with constant due regard for public safety. As such, our emergency vehicles cannot fail. With vehicle age, comes increased risk to the driver and public due to mechanical wear, weathering from exterior parking/storage, and the effects of prolonged salt exposure.

Police patrol vehicles often need to idle when in-service and not parked in an area with shore power due to the temperature sensitive medical equipment and supplies the officers carry, as well as to ensure adequate charging of the squad computer. According to General Motors (2022 Chev Tahoe owner's manual, pg. 391 - extended idle use) each hour of idling is equal to 33 miles . A five year old squad car which has approximately 5900 idle hours, equates to approximately 194,700 additional miles added to the vehicle.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$70,000	\$0	\$0	\$0	\$0	\$70,000
Total	\$70,000	\$0	\$0	\$0	\$0	\$70,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
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City of Lino Lakes - Capital Improvement Plan

Capital Equipment	\$70,000	\$0	\$0	\$0	\$0	\$70,000
Total	\$70,000	\$0	\$0	\$0	\$0	\$70,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-43

PROJECT NAME: #318 Marked Patrol Vehicle

Project Year:	2026
Department:	Police
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	5
Contact Person:	Public Safety Director



Project Description:

Replace Chevy Tahoe patrol #318

Project Justification:

Emergency vehicles are regularly driven at the upper performance levels. Vehicles with over 100,000 miles are more likely to have transmission, suspension and engine problems. Each of these repairs increases the cost per mile to operate the vehicle.

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Police patrol vehicles often need to idle when in-service and not parked in an area with shore power due to the temperature sensitive medical equipment and supplies the officers carry, as well as to ensure adequate charging of the squad computer. According to General Motors (2022 Chev Tahoe owner's manual, pg. 391 - extended idle use) each hour of idling is equal to 33 miles . A five year old squad car which has approximately 5900 idle hours, equates to approximately 194,700 additional miles added to the vehicle.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$74,700	\$0	\$0	\$74,700
Total	\$0	\$0	\$74,700	\$0	\$0	\$74,700

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$74,700	\$0	\$0	\$74,700
Total	\$0	\$0	\$74,700	\$0	\$0	\$74,700

Capital Improvement Project 2024 through 2028

PROJECT # CW-42

PROJECT NAME: #319 Marked Patrol Vehicle

Project Year:	2026
Department:	Police
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	5
Contact Person:	Public Safety Director



Project Description:

Replace 2021 Chevy Tahoe patrol vehicle #319

Project Justification:

Emergency vehicles are regularly driven at the upper performance levels. Vehicles with over 100,000 miles are more likely to have transmission, suspension and engine problems. Each of these repairs increases the cost per mile to operate the vehicle.

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Police patrol vehicles often need to idle when in-service and not parked in an area with shore power due to the temperature sensitive medical equipment and supplies the officers carry, as well as to ensure adequate charging of the squad computer. According to General Motors (2022 Chev Tahoe owner's manual, pg. 391 - extended idle use) each hour of idling is equal to 33 miles . A five year old squad car which has approximately 5900 idle hours, equates to approximately 194,700 additional miles added to the vehicle.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$74,700	\$0	\$0	\$74,700
Total	\$0	\$0	\$74,700	\$0	\$0	\$74,700

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$74,700	\$0	\$0	\$74,700
Total	\$0	\$0	\$74,700	\$0	\$0	\$74,700

Capital Improvement Project 2024 through 2028

PROJECT # CW-44

PROJECT NAME: #320 Marked Patrol Vehicle

Project Year:	2026
Department:	Police
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	5
Contact Person:	Public Safety Director



Project Description:

Replace 2021 Chevy Tahoe patrol vehicle #320

Project Justification:

Emergency vehicles are regularly driven at the upper performance levels. Vehicles with over 100,000 miles are more likely to have transmission, suspension and engine problems. Each of these repairs increases the cost per mile to operate the vehicle.

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Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$74,700	\$0	\$0	\$74,700
Total	\$0	\$0	\$74,700	\$0	\$0	\$74,700

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$74,700	\$0	\$0	\$74,700
Total	\$0	\$0	\$74,700	\$0	\$0	\$74,700

Capital Improvement Project 2024 through 2028

PROJECT # CW-293

PROJECT NAME: #321 Marked Patrol Vehicle

Project Year:	2027
Department:	Police
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	5
Contact Person:	Public Safety Director



Project Description:

2022 Chevrolet Tahoe (ordered in 2022, but not delivered until 2023)

Project Justification:

Emergency vehicles are regularly driven at the upper performance levels. Vehicles with over 100,000 miles are more likely to have transmission, suspension and engine problems. Each of these repairs increases the cost per mile to operate the vehicle.

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Police patrol vehicles often need to idle when in-service and not parked in an area with shore power due to the temperature sensitive medical equipment and supplies the officers carry, as well as to ensure adequate charging of the squad computer. According to Ford Motor Company, each hour of idling is equal to 33 miles . A five year old squad car has approximately 5900 idle hours, which equates to approximately 194,700 additional miles added to the vehicle.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$0	\$78,000	\$0	\$78,000
Total	\$0	\$0	\$0	\$78,000	\$0	\$78,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$78,000	\$0	\$78,000
Total	\$0	\$0	\$0	\$78,000	\$0	\$78,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-294

PROJECT NAME: #322 Marked Patrol Vehicle

Project Year:	2027
Department:	Police
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	5
Contact Person:	Public Safety Director



Project Description:

2022 Chevrolet Tahoe (ordered in 2022, but not delivered until 2023)

Project Justification:

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Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$0	\$78,000	\$0	\$78,000
Total	\$0	\$0	\$0	\$78,000	\$0	\$78,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$78,000	\$0	\$78,000
Total	\$0	\$0	\$0	\$78,000	\$0	\$78,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-295

PROJECT NAME: #323 Marked Patrol Vehicle

Project Year:	2027
Department:	Police
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	5
Contact Person:	Public Safety Director



Project Description:

2022 Chevrolet Tahoe (ordered in 2022, but not delivered until 2023)

Project Justification:

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Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$0	\$78,000	\$0	\$78,000
Total	\$0	\$0	\$0	\$78,000	\$0	\$78,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$78,000	\$0	\$78,000
Total	\$0	\$0	\$0	\$78,000	\$0	\$78,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-68

PROJECT NAME: #398 Unmarked Admin Vehicle

Project Year:	2024
Department:	Police
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	6
Contact Person:	Public Safety Director



Project Description:

2015 Ford Explorer

Project Justification:

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Police patrol vehicles often need to idle when in-service and not parked in an area with shore power due to the temperature sensitive medical equipment and supplies the officers carry, as well as to ensure adequate charging of the squad computer. According to General Motors (2022 Chev Tahoe owner's manual, pg. 391 - extended idle use) each hour of idling is equal to 33 miles . A five year old squad car which has approximately 5900 idle hours, equates to approximately 194,700 additional miles added to the vehicle.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$60,000	\$0	\$0	\$0	\$0	\$60,000
Total	\$60,000	\$0	\$0	\$0	\$0	\$60,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$60,000	\$0	\$0	\$0	\$0	\$60,000
Total	\$60,000	\$0	\$0	\$0	\$0	\$60,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-329

PROJECT NAME: #3X1 Marked Patrol Vehicle

Project Year:	2028
Department:	Police
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	5
Contact Person:	Public Safety Director



Project Description:

Replace police vehicle purchased in 2023

Project Justification:

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Police patrol vehicles often need to idle when in-service and not parked in an area with shore power due to the temperature sensitive medical equipment and supplies the officers carry, as well as to ensure adequate charging of the squad computer. According to General Motors (2022 Chev Tahoe owner's manual, pg. 391 - extended idle use) each hour of idling is equal to 33 miles . A five year old squad car which has approximately 5900 idle hours, equates to approximately 194,700 additional miles added to the vehicle.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$0	\$0	\$81,900	\$81,900
Total	\$0	\$0	\$0	\$0	\$81,900	\$81,900

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$0	\$81,900	\$81,900
Total	\$0	\$0	\$0	\$0	\$81,900	\$81,900

Capital Improvement Project 2024 through 2028

PROJECT # CW-330

PROJECT NAME: #3X2 Marked Patrol Vehicle

Project Year:	2028
Department:	Police
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	5
Contact Person:	Public Safety Director



Project Description:

Replace police vehicle purchased in 2023

Project Justification:

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Police patrol vehicles often need to idle when in-service and not parked in an area with shore power due to the temperature sensitive medical equipment and supplies the officers carry, as well as to ensure adequate charging of the squad computer. According to General Motors (2022 Chev Tahoe owner's manual, pg. 391 - extended idle use) each hour of idling is equal to 33 miles . A five year old squad car which has approximately 5900 idle hours, equates to approximately 194,700 additional miles added to the vehicle.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$0	\$0	\$81,900	\$81,900
Total	\$0	\$0	\$0	\$0	\$81,900	\$81,900

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$0	\$81,900	\$81,900
Total	\$0	\$0	\$0	\$0	\$81,900	\$81,900

Capital Improvement Project 2024 through 2028

PROJECT # CW-331

PROJECT NAME: #3X3 Marked Patrol Vehicle

Project Year:	2028
Department:	Police
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	5
Contact Person:	Public Safety Director



Project Description:

Replace police vehicle purchased in 2023

Project Justification:

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Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$0	\$0	\$81,900	\$81,900
Total	\$0	\$0	\$0	\$0	\$81,900	\$81,900

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$0	\$81,900	\$81,900
Total	\$0	\$0	\$0	\$0	\$81,900	\$81,900

Capital Improvement Project 2024 through 2028

PROJECT # CW-332

PROJECT NAME: #3X4 Unmarked Admin Vehicle

Project Year:	2028
Department:	Police
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	5
Contact Person:	Public Safety Director



Project Description:

Replace police vehicle purchased in 2023

Project Justification:

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Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$0	\$0	\$71,000	\$71,000
Total	\$0	\$0	\$0	\$0	\$71,000	\$71,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$0	\$71,000	\$71,000
Total	\$0	\$0	\$0	\$0	\$71,000	\$71,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-63

PROJECT NAME: #403 Truck

Project Year:	2024
Department:	Fleet
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	9
Contact Person:	Public Services Director



Project Description:

2011 GMC Sierra 3500 with dump box to be replaced.

Project Justification:

Truck #403 is a 1-ton dump box truck used by the parks department in the maintenance of parks, trails, and snow removal. 59,500 miles have been put on the truck as of 6/2023. The truck is showing signs of rust in the box and cab corners. The recommended replacement is a similar truck with similar capabilities. Truck #403 is recommended to be replaced in 2024, following the capital asset policy.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$103,000	\$0	\$0	\$0	\$0	\$103,000
Total	\$103,000	\$0	\$0	\$0	\$0	\$103,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$103,000	\$0	\$0	\$0	\$0	\$103,000
Total	\$103,000	\$0	\$0	\$0	\$0	\$103,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-214

PROJECT NAME: #409 Lawn Mower Pull Behind

Project Year:	2027
Department:	Parks
Program:	Citywide
Project Type:	Machinery and Shop Equipment
Useful Life (Years):	10
Contact Person:	Public Services Director



Project Description:

2017 Progressive Mower Pull Behind. Mows open park spaces, tractor PTO powered.

Project Justification:

Replacement is recommended due to wear and tear of the heavy daily use of this attachment. Bearings, PTO boxes, wheels, and hydraulics have been recent failures of the attachment. Recommended replacement is a similar pull behind mower in size, power, and capacity.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$0	\$25,000	\$0	\$25,000
Total	\$0	\$0	\$0	\$25,000	\$0	\$25,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$25,000	\$0	\$25,000
Total	\$0	\$0	\$0	\$25,000	\$0	\$25,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-215

PROJECT NAME: #411 RTV

Project Year:	2028
Department:	Parks
Program:	Citywide
Project Type:	Machinery and Shop Equipment
Useful Life (Years):	10
Contact Person:	Public Services Director



Project Description:

2017 Kubota RTV

Project Justification:

Used in controlled burns, trail maint., and park maint. With only 147 hours consider moving replacement out or removing from replacement schedule

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$0	\$0	\$18,000	\$18,000
Total	\$0	\$0	\$0	\$0	\$18,000	\$18,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$0	\$18,000	\$18,000
Total	\$0	\$0	\$0	\$0	\$18,000	\$18,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-155

PROJECT NAME: #412 Truck

Project Year:	2027
Department:	Fleet
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	9
Contact Person:	Public Services Director



Project Description:

2018 Ford F-250

Project Justification:

Truck #412 purchased in 2018 is a Parks vehicle that is used in the maintenance of the parks, trails, and snow removal operations. In the summer months it hauls a trailer with a mower, weed whips, mulch, and other larger construction equipment (Skid steer/tool cat). Currently (12/2022) truck #412 has 27,000 miles and will be in need of replacement according to the capital asset policy and wear and tear on the vehicle.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$0	\$72,000	\$0	\$72,000
Total	\$0	\$0	\$0	\$72,000	\$0	\$72,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$72,000	\$0	\$72,000
Total	\$0	\$0	\$0	\$72,000	\$0	\$72,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-217

PROJECT NAME: #414 Bobcat Tool Cat

Project Year:	2024
Department:	Parks
Program:	Citywide
Project Type:	Other Equipment
Useful Life (Years):	5
Contact Person:	Public Services Director



Project Description:

2019 Bobcat Tool Cat 5600

Project Justification:

This Tool Cat was purchased in 2019 and has 1037 operating hours as of 6/2023. All seasons see significant use of it. It is used to renew park mulch in the summer, repair sod in the spring, remove snow from sidewalks and trails in the winter, and do street sweeping and stump grinding in the fall. Tool Cats are versatile pieces of equipment that make excellent tools due to their maneuverability and low impact on the turf when in use. This Tool Cat is set to be replaced in 2024 and is recommended to be replaced on a much shorter replacement cycle because of repairs needed beyond 5 years and trade-in value.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$70,000	\$0	\$0	\$0	\$0	\$70,000
Total	\$70,000	\$0	\$0	\$0	\$0	\$70,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$70,000	\$0	\$0	\$0	\$0	\$70,000
Total	\$70,000	\$0	\$0	\$0	\$0	\$70,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-27

PROJECT NAME: #415 Lawn Mower

Project Year:	2025
Department:	Parks
Program:	Citywide
Project Type:	Machinery and Shop Equipment
Useful Life (Years):	10
Contact Person:	Public Services Director



Project Description:

2019 Ferris Zero Turn Mower

Project Justification:

Mower #415 with 653 hours of operation in mowing and trim mowing city parks is experiencing more repairs. Bents, bearings, electrical, and clutch repairs and replacements are some of the recent issues with the mower resulting in parks not getting mowed on schedule. Replacement of 2015 Ferris Zero Turn Mower is recommended in 2025 due to unreliability and wear and tear of the equipment.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$18,500	\$0	\$0	\$0	\$18,500
Total	\$0	\$18,500	\$0	\$0	\$0	\$18,500

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$18,500	\$0	\$0	\$0	\$18,500
Total	\$0	\$18,500	\$0	\$0	\$0	\$18,500

Capital Improvement Project 2024 through 2028

PROJECT # CW-157

PROJECT NAME: #416 Truck

Project Year:	2028
Department:	Fleet
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	9
Contact Person:	Public Services Director



Project Description:

2019 Ford F-350 with Dumpbox

Project Justification:

After normal wear & tear it can be costly to repair

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$0	\$0	\$82,000	\$82,000
Total	\$0	\$0	\$0	\$0	\$82,000	\$82,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$0	\$82,000	\$82,000
Total	\$0	\$0	\$0	\$0	\$82,000	\$82,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-197

PROJECT NAME: #623 Fire Vehicle

Project Year:	2026
Department:	Fire
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	5
Contact Person:	Public Safety Director



Project Description:

2021 Chevy Tahoe

Project Justification:

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$74,700	\$0	\$0	\$74,700
Total	\$0	\$0	\$74,700	\$0	\$0	\$74,700

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$74,700	\$0	\$0	\$74,700
Total	\$0	\$0	\$74,700	\$0	\$0	\$74,700

Capital Improvement Project 2024 through 2028

PROJECT # CW-193

PROJECT NAME: #702 Trailer

Project Year:	2024
Department:	Fleet
Program:	Citywide
Project Type:	Machinery and Shop Equipment
Useful Life (Years):	20
Contact Person:	Public Services Director



Project Description:

Felling tilt bed trailer to replace felling trailer (#702) with folding ramps.

Project Justification:

Transportation of city equipment. The trailer being replaced is 24 years old. Tilt-bed trailer requires no lifting of heavy ramps. For loading and unloading equipment, a tilt bed trailer includes a 16-foot tilt bed and a 6-foot stationary deck. An electric man lift must also be transported on a tilt bed trailer.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$12,000	\$0	\$0	\$0	\$0	\$12,000
Total	\$12,000	\$0	\$0	\$0	\$0	\$12,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$12,000	\$0	\$0	\$0	\$0	\$12,000
Total	\$12,000	\$0	\$0	\$0	\$0	\$12,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-64

PROJECT NAME: #803 Environmental Vehicle

Project Year:	2026
Department:	Environmental
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	9
Contact Person:	Public Services Director



Project Description:

2015 GMC Sierra 4WD Reg Cab Pickup

Project Justification:

Truck #803 is used in the forestry department and has 68,000 miles (12/2022). This truck is primarily used in the transport of staff. Replacement is recommended based on the capital asset policies useful life of the vehicle. Recommended replacement is a light truck, Ranger or Colorado.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$55,000	\$0	\$0	\$55,000
Total	\$0	\$0	\$55,000	\$0	\$0	\$55,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$55,000	\$0	\$0	\$55,000
Total	\$0	\$0	\$55,000	\$0	\$0	\$55,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-221

PROJECT NAME: #804 Building Inspection Vehicle

Project Year:	2026
Department:	Building Inspections
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	9
Contact Person:	Community Development Director



Project Description:

2017 Ford Interceptor 4 Door

Project Justification:

Vehicle #804 is used in the transportation of inspectors to and from the inspection site. The vehicle has 30,000 miles (12/2022). Replacement is recommended by the capital asset policy based on years in service.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$33,000	\$0	\$0	\$33,000
Total	\$0	\$0	\$33,000	\$0	\$0	\$33,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$33,000	\$0	\$0	\$33,000
Total	\$0	\$0	\$33,000	\$0	\$0	\$33,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-92

PROJECT NAME: #805 Building Inspection Vehicle

Project Year:	2027
Department:	Fleet
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	9
Contact Person:	Public Services Director



Project Description:

2018 Ford Escape

Project Justification:

Vehicle #805 is used in the transportation of inspectors to and from the inspection site. The vehicle has 39,000 miles (12/2022). Replacement is recommended by the capital asset policy based on years in service.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$0	\$32,000	\$0	\$32,000
Total	\$0	\$0	\$0	\$32,000	\$0	\$32,000

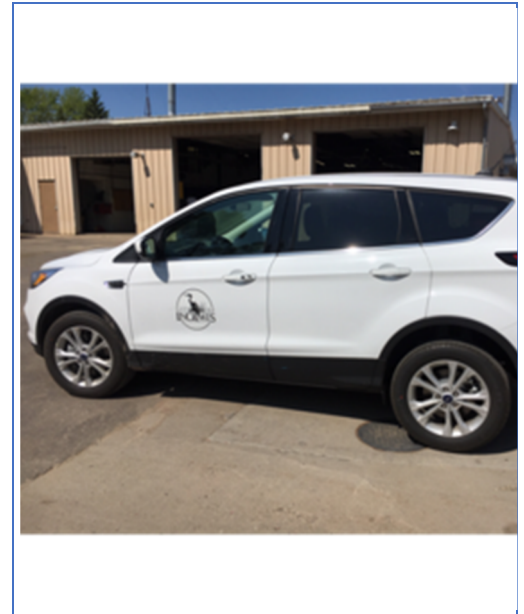
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$32,000	\$0	\$32,000
Total	\$0	\$0	\$0	\$32,000	\$0	\$32,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-93

PROJECT NAME: #806 Building Inspection Vehicle

Project Year:	2028
Department:	Fleet
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	
Contact Person:	Public Services Director



Project Description:

2019 Ford Escape

Project Justification:

Vehicle #806 is used in the transportation of inspectors to and from the inspection site. The vehicle has 40,XXX miles (07/2023). Replacement is recommended by the capital asset policy based on years in service.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$0	\$0	\$34,000	\$34,000
Total	\$0	\$0	\$0	\$0	\$34,000	\$34,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$0	\$34,000	\$34,000
Total	\$0	\$0	\$0	\$0	\$34,000	\$34,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-77

PROJECT NAME: #NEW Plow Truck

Project Year:	2024
Department:	Fleet
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	13
Contact Person:	Public Services Director



Project Description:

Purchase a new plow truck to create an additional snowplow route to clear all city streets.

Project Justification:

City lane miles have increased. An additional plow truck needs to be added to the fleet in order to quickly finish the process of making city roadways safe following a snow occurrence. Increased plowing times and more lane miles of road have made it necessary to expand the fleet of plow trucks. Last addition to the plow fleet was in 2006.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$318,000	\$0	\$0	\$0	\$0	\$318,000
Total	\$318,000	\$0	\$0	\$0	\$0	\$318,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$318,000	\$0	\$0	\$0	\$0	\$318,000
Total	\$318,000	\$0	\$0	\$0	\$0	\$318,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-260

PROJECT NAME: Digital Mobile Evidence

Project Year:	2024
Department:	Police
Program:	Citywide
Project Type:	Other Equipment
Useful Life (Years):	10
Contact Person:	Public Safety Director



Project Description:

The squad car video and body worn camera (BWC) system are currently the Panasonic Arbitrator includes forward facing camera and back seat camera. Video footage wirelessly downloads into video server. The back end video server is integrated with BWC and squad car systems.

Project Justification:

Video evidence is vitally important and in documenting police and community member interactions and play a crucial role in the prosecution of criminals matters in the Lino Lakes. This system also allows staff to review police responses to continuous improvement and accurate document police and community members interactions.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$200,000	\$	\$0	\$0	\$0	\$200,000
Total	\$200,000		\$0	\$0	\$0	\$200,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$200,000	\$0	\$0	\$0	\$0	\$200,000

City of Lino Lakes - Capital Improvement Plan

Total	\$200,000	\$0	\$0	\$0	\$0	\$200,000
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Capital Improvement Project 2024 through 2028

PROJECT # CW-9

PROJECT NAME: Electric Man Lift

Project Year:	2024
Department:	Fleet
Program:	Citywide
Project Type:	Machinery and Shop Equipment
Useful Life (Years):	15
Contact Person:	Public Services Director



Project Description:

New Request - Electric Man Lift

Project Justification:

New equipment is needed for the increase in maintenance points in the ceilings and rafters. Additionally, the specs of the lift will permit access to the maintenance points within all city buildings through doors and down halls to offer secure access to them.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$15,000	\$0	\$0	\$0	\$0	\$15,000
Total	\$15,000	\$0	\$0	\$0	\$0	\$15,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$15,000	\$0	\$0	\$0	\$0	\$15,000
Total	\$15,000	\$0	\$0	\$0	\$0	\$15,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-97

PROJECT NAME: Extrication Sets (2)

Project Year:	2025
Department:	Fire
Program:	Citywide
Project Type:	Other Equipment
Useful Life (Years):	10
Contact Person:	Public Safety Director



Project Description:

These are gas engine that uses hydraulic power to spread, lift and cut to extricate trapped people from vehicle crashes. These are located on both engines.

Project Justification:

In having a significant length of both I-35E and I-35W in our City, the exposure to high speed motor vehicle crashes are significant. With high speed crashes the likelihood of patient or victim entrapment greatly increases. From January 2016 to April 2022 we responded to over 830 calls for Rescue Services. We responded to motor vehicle crashes more than any other calls for service. Sometimes more than one at a time. We can be dealing with a serious crash on I-35E and then receive another crash on I-35W at the same time. This increases the need to have two sets of equipment. The two sets of extrication equipment we have are the same brand and model. This makes operating them, when time is critical, more efficient. It also makes the training easier.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$68,175	\$0	\$0	\$0	\$68,175
Total	\$0	\$68,175	\$0	\$0	\$0	\$68,175

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$68,175	\$0	\$0	\$0	\$68,175
Total	\$0	\$68,175	\$0	\$0	\$0	\$68,175

Capital Improvement Project 2024 through 2028

PROJECT # CW-342

PROJECT NAME: Fire Equipment for New Tenders

Project Year:	2024
Department:	Fire
Program:	Citywide
Project Type:	Other Equipment
Useful Life (Years):	10
Contact Person:	Public Safety Director



Project Description:

The City has ordered two new Fire Tenders and equipment is needed for both apparatus.

Project Justification:

This equipment is needed to meet fire response needs and industry standards.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$156,230	\$0	\$0	\$0	\$0	\$156,230
Total	\$156,230	\$0	\$0	\$0	\$0	\$156,230

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$156,230	\$0	\$0	\$0	\$0	\$156,230
Total	\$156,230	\$0	\$0	\$0	\$0	\$156,230

Capital Improvement Project 2024 through 2028

PROJECT # CW-108

PROJECT NAME: Gas/Electric Ventilation Fans (4)

Project Year:	2026
Department:	Fire
Program:	Citywide
Project Type:	Other Equipment
Useful Life (Years):	10
Contact Person:	Public Safety Director



Project Description:

We use these fans to remove smoke or odors from a structure when it is or has been on fire. This equipment is on both engines and aerials.

Project Justification:

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$	\$0	\$30,000	\$0	\$0	\$30,000
Total		\$0	\$30,000	\$0	\$0	\$30,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$30,000	\$0	\$0	\$30,000
Total	\$0	\$0	\$30,000	\$0	\$0	\$30,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-98

PROJECT NAME: Lift Bag (1)

Project Year:	2025
Department:	Fire
Program:	Citywide
Project Type:	Other Equipment
Useful Life (Years):	10
Contact Person:	Public Safety Director



Project Description:

Pneumatic bags that can lift vehicles or machinery to free trapped patients. These are located in Rescue 11.

Project Justification:

In having a significant length of both I-35E and I-35W in our City, the exposure to high speed motor vehicle crashes is significant. With high speed crashes, the likelihood of patient or victim entrapment greatly increases. From January 2016 to April 2022 we responded to over 830 calls for Rescue Services . We responded to motor vehicle crashes more than any other calls for service. Sometimes more than one at a time. We can be dealing with a serious crash on I-35E and then receive another crash on I-35W at the same time. We use the lift bags to lift vehicles or heavy equipment to make room to remove a trapped person. We have only used these a few times in the last six years, but this was the only tool that would work to free them. Two of the times that we needed to use the lift bags involved people in motor vehicle crashes. Both patients were ejected and their vehicles rolled over on them. We currently have one set of lift bags.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$24,040	\$0	\$0	\$0	\$24,040
Total	\$0	\$24,040	\$0	\$0	\$0	\$24,040

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$24,040	\$0	\$0	\$0	\$24,040
Total	\$0	\$24,040	\$0	\$0	\$0	\$24,040

Capital Improvement Project 2024 through 2028

PROJECT # CW-333

PROJECT NAME: Pile Driver Plow

Project Year:	2024
Department:	Fleet
Program:	Citywide
Project Type:	Other Equipment
Useful Life (Years):	20
Contact Person:	Public Services Director



Project Description:

12' Pile Driver Plow used in the snow removal process in parking lots.

Project Justification:

The parking lot snow removal process is growing with the increased square footage of city owned parking lots to keep clear of ice and snow. The Public Works Department is currently using tractors and front end loaders to complete this process. This is not the most efficient and time effective way to complete snow removal. A specific type of plow designed for carrying snow is much better suited for parking lot snow removal. Current plow equipment consists of straight and directional blade plows designed to shed snow to the left or right as the equipment moves forward. The plow needed is a 12' Pile Driver Plow with a 56" side plate designed to carry snow.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$11,500	\$0	\$0	\$0	\$0	\$11,500
Total	\$11,500	\$0	\$0	\$0	\$0	\$11,500

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$11,500	\$0	\$0	\$0	\$0	\$11,500
Total	\$11,500	\$0	\$0	\$0	\$0	\$11,500

Capital Improvement Project 2024 through 2028

PROJECT # CW-50

PROJECT NAME: Rescue Boat

Project Year:	2026
Department:	Fire
Program:	Citywide
Project Type:	Other Equipment
Useful Life (Years):	10
Contact Person:	Public Safety Director



Project Description:

B21 14' Zodiac boat

Project Justification:

Many people come to Lino Lakes to enjoy the many perks of Anoka County’s largest park and Lino Lakes’ residents pride themselves on having such a beautiful natural resource in their back yards. With having this vast natural resource in the middle of our city, comes the great responsibility of the Public Safety Department to have adequate equipment to respond to a variety of calls within in the County Park and waterways. Being able to reach the public in the event of an emergency while they are stranded on the water is currently a great burden on our Public Safety staff. Most of the lakes in the County Park are very shallow and with shallow water comes the issue of vegetation growing to the surface the lakes throughout the park very quickly every spring. The boat we received from the split with Centennial Fire is an inadequate piece of rescue equipment for the type of waterways located throughout Lino Lakes. The current Zodiac boat is sufficient for accessing 90% of Centerville Lake and 50% of Peltier Lake. Once the high water in the spring resides and the weeds have grown to the surface of our waters (typically in May), the Zodiac boat cannot access any waterway that does not have a DNR maintained boat launch (Centerville and Peltier Lakes). The Zodiac boat needs at least 18”-24” of water to operate (depending on the amount of people in the boat) and cannot be used in most of our neighborhood holding ponds either. The 14’ Zodiac boat does not have enough space to transport a back boarded patient (unless placed on top of the sides of the boat), the staff needed to get the patient into the boat and is initiate for delivering patient care.

Our Public Safety personnel had two calls, for three stranded victims in the last year where they were unable to reach the patients with the current Zodiac boat. One call was on Marshan Lake, neither our Zodiac boat nor Forest Lake’s fan boat was able to reach the victim and a citizen in a canoe was the one who rescued the victim an hour after the original call to 911. The second call was for two victims stranded on a jet ski at the far North end of Peltier Lake; Forest Lake, Washington County, Anoka County and the DNR was not able to assist our staff with the proper equipment to make the rescue. Our personnel were able to get within 100 yards of the two victims with the Zodiac boat and had to swim in water rescue suits (not designed for long swims) to reach the victims. Once our staff reached the victims, they had to then swim the victims back to the boat and where able to return the victims to the boat launch an hour and a half after the original call was made to 911. If either of these calls were a life or death situation, we would have lost three lives due to

insufficient rescue equipment.

As our community and the communities around us continue to grow, more of our residents and the public will be introduced to our County Park. With larger amounts of public using the park, the Public Safety Department will be called to a larger volume of difficult to reach calls. This is why I am asking for \$55,000 to purchase an 18' Gator Tail Boat, motor, trailer, fire pump and equipment. Gator Tail Boats were originally designed for the use of duck hunters to use in the muddy swamps of Louisiana. Overtime departments have seen the value of having these boats as fire rescue boats. These boats are a flat bottom boat with a specifically designed motor to operate in mere inches of water and weigh much less. The vegetation that fills our waterways, low water levels and the many low clearance bridges that cross the water will be no problem for a Gator Tail Boat (a fan boat cannot fit under the bridges). By equipping the Gator Tail boat with a fire pump, this will allow personnel to fight wild fires safely from the water without the worry of running out of water and the pump can also provide an endless supply of water to personnel fighting the fire on shore. With the use of a UTV, the Gator Tail boat can easily be deployed into most of our holding ponds in the event of an emergency as well. The yearly maintenance of having a new boat is very minimal once the factory warranty expires, the estimated cost would be \$500 per year.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$65,000	\$0	\$0	\$65,000
Total	\$0	\$0	\$65,000	\$0	\$0	\$65,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$65,000	\$0	\$0	\$65,000
Total	\$0	\$0	\$65,000	\$0	\$0	\$65,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-103

PROJECT NAME: SCBA Cascade Trailer (1)

Project Year:	2026
Department:	Fire
Program:	Citywide
Project Type:	Other Equipment
Useful Life (Years):	10
Contact Person:	Public Safety Director



Project Description:

This trailer can be brought to the scene of a fire to fill our SCBA's bottles on scene. This trailer is kept at Fire Station 1. Fire Station 1 does not have a compressor so we use this trailer to keep the SCBA bottles at Station 1 filled.

Project Justification:

We currently have an SCBA(Self-contained Breathing Apparatus)trailer. This trailer is located at Fire Station 1. It has five large E cylinders that are connected by a manifold. We use this trailer to refill the SCBA bottles on all the fire apparatus at Fire Station 1. Fire Station 1 does not have an SCBA compressor. To be able to refill these bottles without loading them into a vehicle and driving to Station 2 to fill them saves time and is much safer. Transporting SCBA bottles in a motor vehicle is dangerous. By having a trailer that is designed to move large tanks that are secure, is much safer. We purchased this used trailer from the Virginia Fire Department. The trailer is home made and has been repaired over the years.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$20,900	\$0	\$0	\$20,900
Total	\$0	\$0	\$20,900	\$0	\$0	\$20,900

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$20,900	\$0	\$0	\$20,900
Total	\$0	\$0	\$20,900	\$0	\$0	\$20,900

Capital Improvement Project 2024 through 2028

PROJECT # CW-334

PROJECT NAME: Tire Changer and Wheel Balancer

Project Year:	2024
Department:	Fleet
Program:	Citywide
Project Type:	Machinery and Shop Equipment
Useful Life (Years):	20
Contact Person:	Public Services Director



Project Description:

Tire changer and wheel balancer to accommodate the larger size tires and the changing fleet.

Project Justification:

In May of 2006 the city purchased a wheel and tire balancer to suit the needs of the pickups and squad cars in the fleet. At the time the tire and balancer machine suited the needs based on the city owned equipment. Since then, the fleet has grown and the size of the trucks has increase making the tire machine obsolete for about a quarter of the fleet. The result is having to organize and deliver the tires and rims to a local shop for mounting and balancing. The proposed tire changer and wheel balancer will not only be able to accommodate all of the current vehicles in the fleet but additionally is able to do specialty tires such as tractors and lawn mowers.

The ability to change and balance tires in house represents a cost and time savings. Relying on another shop to get core vehicles and equipment back on the road is not ideal. The cost for a tire change and balance on some of the vehicle can be as much as \$100 per a tire and take up to an hour and a half per instance to use an outside shop.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$23,000	\$0	\$0	\$0	\$0	\$23,000
Total	\$23,000	\$0	\$0	\$0	\$0	\$23,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$23,000	\$0	\$0	\$0	\$0	\$23,000
Total	\$23,000	\$0	\$0	\$0	\$0	\$23,000



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**CITY OF LINO LAKES
ENTERPRISE FUNDS
2024 BASE BUDGET ADJUSTMENTS**

DEPARTMENT	ACCT #	NAME	DESCRIPTION	AMOUNT
Water	4222	Chemicals	Increase chemicals budget to accommodate price increases, increased water usage, and to match trends for 2021 and 2022 actuals.	\$ 30,000
Water	4300	Professional Services	Moving water fund portion of annual audit to 601-494-4308-000	\$ (7,000)
Water	4300	Professional Services	DNR Appropriations Permit increase per 2023 Legislative Session	\$ 10,000
Water	4301	Municipal Attorney	Ongoing legal costs with DNR Appropriations Permit	\$ 5,000
Water	4308	Auditor	Water fund portion of annual audit broken out from 601-494-4300-000	\$ 7,000
Water	4310	Other Consultant	Metro-INET services, programs & support	\$ 2,582
Water	4310	Other Consultant	Springbrook financial software annual maintenance	\$ 157
Water	4322	Postage	Postage price increases for utility billing statement mailing	\$ 500
Water	4340	Printing & Publishing	Decrease to reflect actual cost of water quality report	\$ (5,000)
Water	4345	Payment Processing	Increase to reflect actual cost of credit card processing fees	\$ 2,000
Water	4360	Insurance	General liability, property, and excess liability insurance premium. LMCIT suggests cities allow for possible rate increases in the range of 5-9%. An 8% increase has been assumed.	\$ 238
Water	4363	Auto Insurance	Auto insurance premium. LMCIT suggests cities allow for possible rate increases in the range of 5-10%. An 8% increase has been assumed.	\$ (47)
Water	4370	Uniforms	Uniform allowance for 6.0 FTE	\$ 240
Water	4381	Electricity	Increase to accommodate increased water usage and to match trends for 2021 and 2022 actuals.	\$ 30,000
Water	4382	Utilities	Decrease to reflect actual cost of water service provided to Lino Lakes residents by Blaine, Shoreview, and Centennial Utilities	\$ (6,000)
Water	4910	Operating Transfers	Increase in flat water charge transferred to Area and Unit Fund	\$ 160,340
Water	4910	Operating Transfers	Water fund portion of 2024 Street Reconstruction Project	\$ 130,000
Water	5000	Capital	#503 Truck Replacement	\$ 37,500
Water	5000	Capital	#525 Utilities Truck with Crane	\$ 75,000
Water	5000	Capital	Towable Generator	\$ 45,000

Total Water Fund 2024 Adjustments Requested \$ 517,510

Sewer	4240	Small Tools/Equipment	Replacement of Lift Station #8 Pumps and Mixer 2 pumps x \$11,000 = \$22,000 1 mixer = \$6,200	\$ 28,200
Sewer	4300	Professional Services	Moving water fund portion of annual audit to 602-495-4308-000	\$ (10,000)
Sewer	4300	Professional Services	Accomplish greater amount of sewer mainline cleaning and televising. It is recommended that 1/5 of the city sewer lines are cleaned per year.	\$ 30,000
Sewer	4308	Auditor	Sewer fund portion of annual audit broken out from 602-495-4300-000	\$ 10,000
Sewer	4310	Other Consultant	Metro-INET services, programs & support	\$ 2,582
Sewer	4310	Other Consultant	Springbrook financial software annual maintenance	\$ 157
Sewer	4321	Telephone	Increase to reflect actual cost of lift station telephone/internet services	\$ 500
Sewer	4322	Postage	Postage price increases for utility billing statement mailing	\$ 1,000
Sewer	4345	Payment Processing	Increase to reflect actual cost of credit card processing fees	\$ 2,000
Sewer	4360	Insurance	General liability, property, and excess liability insurance premium. LMCIT suggests cities allow for possible rate increases in the range of 5-9%. An 8% increase has been assumed.	\$ 6,504
Sewer	4363	Auto Insurance	Auto insurance premium. LMCIT suggests cities allow for possible rate increases in the range of 5-10%. An 8% increase has been assumed.	\$ (47)
Sewer	4370	Uniforms	Uniform allowance for 6.0 FTE	\$ 240
Sewer	4381	Electricity	Increase to accommodate increased water usage and to match trends for 2021 and 2022 actuals.	\$ 6,000
Sewer	4382	Utilities	Decrease to reflect actual cost of water service provided to Lino Lakes residents by Blaine, Shoreview, and Centennial Utilities. Large decrease in connections to Shoreview in 2023 with new Lyngblomsten lift station.	\$ (3,000)

DEPARTMENT	ACCT #	NAME	DESCRIPTION	AMOUNT
Sewer	4405	MCES Treatment Chrgs	Met Council Municipal Wastewater Charge. The fee is based on the portion of wastewater flow discharged from the community to the regional system in the past year (2022) multiplied by the regional wastewater charge for the next year (2024). Year-to-year changes are affected by growth, water conservation, and inflow and infiltration.	\$ 125,629
Sewer	5000	Capital	#503 Truck Replacement	\$ 37,500
Sewer	5000	Capital	#525 Utilities Truck with Crane	\$ 75,000
Sewer	5000	Capital	Towable Generator	\$ 45,000

Total Sewer Fund 2024 Adjustments Requested \$ 357,265

Storm Water	4321	Telephone	Decrease to reflect actual cost of cell phone stipend	\$ (330)
Storm Water	4360	Insurance	General liability, property, and excess liability insurance premium. LMCIT suggests cities allow for possible rate increases in the range of 5-9%. An 8% increase has been assumed.	\$ 55
Storm Water	4363	Auto Insurance	Decrease to reflect no additional vehicle purchased for Storm Water employee	\$ (260)
Storm Water	4370	Uniforms	Increase to reflect uniform allowance of 1.0 FTE	\$ 380
Storm Water	5000	Capital	Adjust Capital Equipment Reserve to show savings for future capital equipment purchases	\$ 8,829

Total Storm Water Fund 2024 Adjustments Requested \$ 8,674

Capital Improvement Project 2024 through 2028

PROJECT # CW-132

PROJECT NAME: #503 Truck

Project Year:	2024
Department:	Utilities
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	9
Contact Person:	Public Services Director



Project Description:

2015 Ford F250 4X4 Reg Cab SS SRW to be replaced with a F250 Crew Cab Diesel with plow, toolbox, and running boards.

Project Justification:

Truck #503, purchased in 2015, is a utilities vehicle. This vehicle is assigned to one employee in the utilities department as their primary vehicle. The truck is used in the daily operations of the utilities department for station checks, locates, water shut-offs, hauling large equipment, and snow removal tasks, mostly plowing cul-de-sacs and utility lots. The mileage is 90,000 as of 6/2023 and is not the right truck for utilities operations. An F-250 four-door diesel is suggested as a replacement since it is appropriate for the operations and rigorous use these trucks see. Having trouble starting, truck #503 is beginning to need repairs like alignments and tie rods. On the basis of wear and tear, capital asset policy, and vehicle purpose, vehicle replacement is advised.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Sewer Fund (602)	\$37,500	\$0	\$0	\$0	\$0	\$37,500
Water Fund (601)	\$37,500	\$0	\$0	\$0	\$0	\$37,500
Total	\$75,000	\$0	\$0	\$0	\$0	\$75,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$75,000	\$0	\$0	\$0	\$0	\$75,000
Total	\$75,000	\$0	\$0	\$0		\$75,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-81

PROJECT NAME: #525 Utilities Truck with Crane

Project Year:	2024
Department:	Utilities
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	13
Contact Person:	Public Services Director



Project Description:

2004 F-450 Truck with Crane to be replaced with a truck with a greater lifting capacity.

Project Justification:

Truck #525 is a 2004 F-450 with a utility body and crane for the maintenance of lift station pumps. All the tools and specialized equipment required to repair hydrants, valves, lift station pumps, and air relief pits are stored in this vehicle. The mileage is 25,000 as of 6/2023. Although the miles on the truck are lower, the usage of the vehicles is primarily at high idle while in park to run the crane hydraulics and boom. With that the hours on the truck are considerably higher than 25,000 miles worth of usage.

During the growth over the last 20 years, the size of pumps has increased, and this truck is at the limit of its capabilities. Based on the truck's capabilities and the capital asset policy, replacement is advised. To meet the weight and requirements of the repair of the sewer pumps, the replacement truck will need to have a bigger crane and chassis.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Sewer Fund (602)	\$75,000	\$0	\$0	\$0	\$0	\$75,000
Water Fund (601)	\$75,000	\$0	\$0	\$0	\$0	\$75,000
Total	\$150,000	\$0	\$0	\$0	\$0	\$150,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$150,000	\$0	\$0	\$0	\$0	\$150,000
Total	\$150,000	\$0	\$0	\$0		\$150,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-140

PROJECT NAME: #526 Towable Generator

Project Year:	2024
Department:	Utilities
Program:	Citywide
Project Type:	Machinery and Shop Equipment
Useful Life (Years):	20
Contact Person:	Public Services Director



Project Description:

1990 Caterpillar 3116 Towable Generator to be replaced with a newer model used generator.

Project Justification:

The generator will be 34 years old in 2024 and well past its 20-year replacement/estimated life. This generator is the sole power source for the wells and is also a power source in the event the city has a loss of power to a lift station that does not have backup generator power on site. The generator will be able to power a well house or lift station in the event of a power outage.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Sewer Fund (602)	\$45,000	\$0	\$0	\$0	\$0	\$45,000
Water Fund (601)	\$45,000	\$0	\$0	\$0	\$0	\$45,000
Total	\$90,000	\$0	\$0	\$0	\$0	\$90,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$90,000	\$0	\$0	\$0	\$0	\$90,000
Total	\$90,000	\$0	\$0	\$0		\$90,000

**CITY OF LINO LAKES
WATER OPERATING FUND (601)
2024 PROPOSED BUDGET**

	Account Number	Actual 2021	Actual 2022	Adopted 2023	June YTD 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
Operating Revenue									
Penalties & Interest	601-000-3150-000	762	139	0	0	0	0	0	
Water Hook-Up Charge	601-000-3248-000	68,770	37,030	41,250	12,500	41,250	0	41,250	
Other Grants	601-000-3372-000	0	0	0	0	0	0	0	
Water Meter Sales	601-000-3406-000	134,559	80,900	50,000	50,123	50,000	50,000	100,000	
Irrigation Controller Sales	601-000-3407-000	4,750	3,690	5,000	2,950	5,000	0	5,000	
Interest on Investments	601-000-3620-000	(34,068)	(246,188)	50,000	30,237	50,000	0	50,000	
Change in Fair Value of Investments	601-000-3621-000	0	0	0	52,599	0	0	0	
Miscellaneous Revenue	601-000-3714-000	1,698	1,199	1,800	190	1,800	0	1,800	
Refunds and Reimbursements	601-000-3730-000	0	10,894	0	247	0	0	0	
Flat Water Charge	601-000-3850-000	0	288,630	441,420	207,671	441,420	160,340	601,760	Quarterly Base Fee - \$5/quarter YoY Increase
Water Sales	601-000-3855-000	1,450,985	1,389,467	1,308,841	382,539	1,308,841	141,692	1,450,533	Volume Charges - 4.0% YoY Increase
Water Penalties	601-000-3858-000	21,766	33,363	22,000	17,915	22,000	12,000	34,000	
Sale of Capital Assets	601-000-3910-000	14,506	0	0	977	0	0	0	
		1,663,729	1,599,124	1,920,311	757,947	1,920,311	364,032	2,284,343	
Other Sources									
Use of Reserves		0	0	202,051	0	0	0	0	
		0	0	202,051	0	0	0	0	
Total Operating Revenue & Other Sources		1,663,729	1,599,124	2,122,362	757,947	1,920,311	364,032	2,284,343	

CITY OF LINO LAKES

WATER (601-494)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	June YTD 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	223,966	228,337	285,610	113,758	298,975	0	298,975	5% Public Services Director
OVERTIME	4102-000	7,267	6,928	7,000	3,806	7,000	0	7,000	10% Community Development Director
ON CALL	4105-000	6,222	6,074	5,000	0	6,000	0	6,000	25% Public Works Superintendent
TEMPORARIES	4106-000	6,291	3,755	9,860	2,799	9,880	0	9,880	5 - 50% General Maintenance Workers
WELLNESS PROGRAM	4108-000	0	99	72	0	72	0	72	20% Administrative Assistant
PERA	4121-000	17,128	17,132	22,321	9,551	23,398	0	23,398	7.5% Finance Director
FICA/MEDICARE	4122-000	17,206	17,459	23,521	8,856	24,622	0	24,622	12.5% Accounting Clerk II
ICMA EMPLOYER	4123-000	0	101	145	0	0	0	0	50% Accounting Clerk I
PENSION EXPENSE	4125-000	(20,087)	15,190	0	0	0	0	0	25% Office Specialist
HEALTH INSURANCE	4131-000	43,199	22,330	35,939	12,295	31,473	0	31,473	Temporaries: Seasonal Positions
LIFE & DISABILITY INSURANCE	4133-000	816	579	905	320	941	0	941	
DENTAL INSURANCE	4134-000	1,690	1,544	2,481	1,002	2,605	0	2,605	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	5,278	7,391	10,406	6,972	10,375	0	10,375	
		308,974	326,919	403,260	159,358	415,341	0	415,341	
SUPPLIES									
OFFICE SUPPLIES	4200-000	2,341	1,348	2,500	2,315	2,500	0	2,500	Utility Billing Forms, Computer and General Supplies
MAINTENANCE SUPPLIES	4211-000	36,658	39,458	45,000	5,368	45,000	0	45,000	Fire Hydrants, Hydrant Hoses, Flushing Equipment, Gate Valves, Hardware for Repairs, Replacement Plumbing Supplies, Heaters, Dehumidifiers, Locate Paint and Flags, Gravel, Rock, Sand, Property Maintenance Supplies
FUELS	4212-000	10,000	10,000	12,000	0	12,000	0	12,000	
METERS	4215-000	95,479	116,959	150,000	45,127	150,000	0	150,000	New/Replacement Meters, New/Replacement MXU'S, Irrigation Meters, Commercial Meters, Meter Technology Upgrades
IRRIGATION CONTROLLERS	4216-000	18,999	19,799	20,000	29,878	20,000	0	20,000	
CHEMICALS	4222-000	139,837	154,190	125,000	48,998	125,000	30,000	155,000	Polyphosphate, Fluoride, Chlorine, Chemical Pumps, Chemical Containment, Reagents for Water Sampling
SMALL TOOLS	4240-000	5,958	3,603	2,500	401	2,500	0	2,500	Wrenches, Drills, Saws
		309,271	345,357	357,000	132,087	357,000	30,000	387,000	
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	183,834	120,528	100,300	39,250	100,300	3,000	103,300	Water Main Breaks, Well/Tower Maintenance, Scada Maintenance/Upgrades, Fire Hydrant Painting, RPZ Testing, Cartograph, DNR Appropriations Permit
MUNICIPAL ATTORNEY	4301-000	1,180	5,691	0	4,403	0	5,000	5,000	
MUNICIPAL ENGINEER	4304-000	24,325	20,346	25,000	16,325	25,000	0	25,000	
AUDITOR	4308-000	0	0	0	1,500	0	7,000	7,000	Water Fund Portion of Independent Annual Audit
OTHER CONSULTANT	4310-000	11,602	24,375	16,547	8,754	16,547	2,739	19,286	Metro-INET Services, Programs & Support, Springbrook Financial Software Annual Maintenance - UB Module
TELEPHONE	4321-000	3,434	3,700	5,000	1,637	5,000	0	5,000	Cellular Phones, Well House Land Line Back-up
POSTAGE	4322-000	5,706	5,075	5,500	2,615	5,500	500	6,000	Utility Billing Postage
TRAVEL & TUITION	4330-000	1,740	2,009	4,500	1,848	4,500	0	4,500	
PRINTING & PUBLISHING	4340-000	4,549	3,238	10,000	2,260	10,000	(5,000)	5,000	Water Quality Report
PAYMENT PROCESSING	4345-000	0	11,303	11,000	4,869	11,000	2,000	13,000	
INSURANCE	4360-000	10,111	16,303	26,840	17,316	26,840	238	27,078	
AUTO INSURANCE	4363-000	941	951	1,000	645	1,000	(47)	953	
UNIFORMS	4370-000	744	751	900	307	900	240	1,140	Clothing Allowance
ELECTRICITY	4381-000	100,877	117,240	90,000	38,515	90,000	30,000	120,000	Well House Lighting and Pump Usage
UTILITIES (WATER/SEWER)	4382-000	5,973	7,217	15,000	2,989	15,000	(6,000)	9,000	Blaine, Shoreview, and Centennial Utilities - Utility Connections
HEAT	4383-000	1,999	2,952	5,000	2,032	5,000	0	5,000	Well House Heating
		357,015	341,679	316,587	145,262	316,587	39,670	356,257	
CONTRACTUAL SERVICES									
CONTRACTED SERVICES	4410-000	19,131	9,327	64,495	3,896	11,995	0	11,995	Gopher One-Call, Monthly Lab Testing, Utility Statement Processing
SUBSCRIPTIONS & DUES	4452-000	1,556	638	1,000	698	1,000	0	1,000	AWWA, Water Operators Licenses
		20,687	9,965	65,495	4,594	12,995	0	12,995	
DEPRECIATION									
ASSET DEPRECIATION	4510-000	625,544	789,106	0	0	0	0	0	Annual Depreciation Expense - Water Infrastructure & Equip
		625,544	789,106	0	0	0	0	0	
OTHER									
OPERATING TRANSFERS	4910-000	322,933	573,283	980,020	0	441,420	290,340	731,760	Flat Water Charge Transferred to Area and Unit Fund (\$601,760), Water Fund Portion of 2024 Street Reconstruction (\$130,000)
		322,933	573,283	980,020	0	441,420	290,340	731,760	
CAPITAL OUTLAY									
EQUIPMENT	5000-000	0	1,206,321	0	9,868	0	157,500	157,500	#503 Truck Replacement (\$37,500), #525 Utilities Truck with Crane (\$75,000), #526 Towable Generator (\$45,000)
		0	1,206,321	0	9,868	0	157,500	157,500	
TOTAL WATER FUND		1,944,424	3,592,630	2,122,362	451,169	1,543,343	517,510	2,060,853	

**CITY OF LINO LAKES
SEWER OPERATING FUND (602)
2024 PROPOSED BUDGET**

	Account Number	Actual 2021	Actual 2022	Adopted 2023	June YTD 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
Operating Revenue									
Current Assessments	602-000-3110-000	708	0	0	0	0	0	0	
Delinquent Assessments	602-000-3120-000	0	0	0	0	0	0	0	
Penalties & Interest	602-000-3150-000	762	139	0	0	0	0	0	
Sewer Hook-Up Charge	602-000-3249-000	56,597	29,860	33,000	10,610	33,000	0	33,000	
Interest on Investments	602-000-3620-000	(52,696)	(398,835)	80,000	52,705	80,000	0	80,000	
Change in Fair Value of Investments	602-000-3621-000	0	0	0	89,666	0	0	0	
Refunds and Reimbursements	602-000-3730-000	15,276	22	0	0	0	0	0	
Sewer Sales	602-000-3856-000	1,793,546	1,892,537	1,827,010	990,170	1,827,010	152,422	1,979,432	2.5% YoY Increase
Sewer Penalties	602-000-3858-000	25,151	29,741	26,000	17,625	26,000	4,000	30,000	
Sale of Capital Assets	602-000-3910-000	14,506	0	500	977	500	(500)	0	
Operating Transfers	602-000-3920-000	0	0	0	0	0	0	0	
		1,853,849	1,553,464	1,966,510	1,161,752	1,966,510	155,922	2,122,432	
Other Sources									
Use of Reserves		0	0	322,652	0	0	275,638	275,638	
		0	0	322,652	0	0	275,638	275,638	
Total Operating Revenue & Other Sources		1,853,849	1,553,464	2,289,162	1,161,752	1,966,510	431,560	2,398,070	

CITY OF LINO LAKES

SEWER (602-495)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	June YTD 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	223,966	228,338	285,610	113,758	298,975	0	298,975	5% Public Services Director
OVERTIME	4102-000	7,266	6,928	7,000	3,806	7,000	0	7,000	10% Community Development Director
ON CALL	4105-000	6,222	6,074	5,000	0	6,000	0	6,000	25% Public Works Superintendent
TEMPORARIES	4106-000	6,290	3,755	9,860	2,799	9,880	0	9,880	5 - 50% General Maintenance Workers
WELLNESS PROGRAM	4108-000	0	99	72	0	72	0	72	20% Administrative Assistant
PERA	4121-000	17,128	17,133	22,321	9,551	23,398	0	23,398	7.5% Finance Director
FICA/MEDICARE	4122-000	17,206	17,459	23,521	8,856	24,622	0	24,622	12.5% Accounting Clerk II
ICMA EMPLOYER	4123-000	0	101	145	0	0	0	0	50% Accounting Clerk I
PENSION EXPENSE	4125-000	(20,087)	15,190	0	0	0	0	0	25% Office Specialist
HEALTH INSURANCE	4131-000	43,199	22,330	35,939	12,294	31,473	0	31,473	Temporaries: Seasonal Positions
LIFE & DISABILITY INSURANCE	4133-000	817	578	905	319	941	0	941	
DENTAL INSURANCE	4134-000	1,690	1,544	2,481	1,002	2,605	0	2,605	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	10,444	15,729	23,602	13,663	23,553	0	23,553	
		314,141	335,258	416,456	166,048	428,519	0	428,519	
SUPPLIES									
OFFICE SUPPLIES	4200-000	2,243	1,319	2,500	2,275	2,500	0	2,500	Utility Billing Forms, Computer and General Supplies
MAINTENANCE SUPPLIES	4211-000	26,513	54,204	45,000	5,581	45,000	0	45,000	Impellers, Screens, UPS, Heaters, Batteries, Manhole Repair Supplies, Check Valves, Gate Valves, Road Repair Materials
FUELS	4212-000	10,000	10,000	12,000	0	12,000	0	12,000	
SMALL TOOLS	4240-000	5,835	3,390	2,500	585	2,500	28,200	30,700	Valve Keys, Locators, Wrenches, Plumbing Tools, 2024 - Lift Station #6 Pumps and Mixer
		44,591	68,913	62,000	8,441	62,000	28,200	90,200	
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	166,803	116,948	165,300	97,862	165,300	20,000	185,300	Lift Station Cleaning, Lift Station Repairs/Upgrades, Sewer Line Cleaning/Camera, Sycom, Generator Maintenance/Inspection, Pump Repair/Service, Sewer Line Breaks, Cartograph
MUNICIPAL ATTORNEY	4301-000	0	0	0	193	0	0	0	
MUNICIPAL ENGINEER	4304-000	23,541	18,278	25,000	4,998	25,000	0	25,000	
AUDITOR	4308-000	0	0	0	2,300	0	10,000	10,000	Sewer Fund Portion of Independent Annual Audit
OTHER CONSULTANTS	4310-000	11,602	24,375	16,547	8,754	16,547	2,739	19,286	Metro-INET Services, Programs & Support, Springbrook Financial Software Annual Maintenance - UB Module
TELEPHONE	4321-000	1,122	1,789	1,500	582	1,500	500	2,000	Cellular Phones, Lift Stations
POSTAGE	4322-000	5,443	5,075	5,000	2,390	5,000	1,000	6,000	Utility Billing Postage
TRAVEL & TUITION	4330-000	1,000	2,701	4,500	2,491	4,500	0	4,500	OSHA Compliance Safety Training
PRINTING & PUBLISHING	4340-000	532	0	500	0	500	0	500	
PAYMENT PROCESSING	4345-000	0	11,303	11,000	4,869	11,000	2,000	13,000	
INSURANCE	4360-000	17,627	19,454	22,130	13,289	22,130	6,504	28,634	
AUTO INSURANCE	4363-000	941	951	1,000	645	1,000	(47)	953	
UNIFORMS	4370-000	744	751	900	307	900	240	1,140	Clothing Allowance
ELECTRICITY	4381-000	32,548	36,256	32,000	16,594	32,000	6,000	38,000	Power to Run Lift Station Pumps and Controls
UTILITIES (WATER/SEWER)	4382-000	12,069	12,834	15,000	5,550	15,000	(3,000)	12,000	Blaine, Shoreview, and Centennial Utilities - Utility Connections
HEAT	4383-000	1,536	1,898	1,800	781	1,800	0	1,800	Natural Gas for On-site Generators
		275,508	252,613	302,177	161,604	302,177	45,936	348,113	
CONTRACTUAL SERVICES									
MCES TREATMENT CHARGES	4405-000	988,488	1,087,739	1,165,549	679,903	1,165,549	125,629	1,291,178	MCES Sewer Treatment Costs
CONTRACTED SERVICES	4410-000	14,123	5,063	81,560	1,782	81,560	0	81,560	Gopher One-Call, Utility Statement Processing, Sanitary Sewer Lining Project (\$75,000)
RENTED EQUIPMENT	4415-000	0	0	0	0	0	0	0	
SUBSCRIPTIONS & DUES	4452-000	124	243	1,000	657	1,000	0	1,000	Sewer Operators Licenses, APWA Membership
		1,002,735	1,093,045	1,248,109	682,342	1,248,109	125,629	1,373,738	
DEPRECIATION									
ASSET DEPRECIATION	4510-000	550,018	597,713	0	0	0	0	0	Annual Depreciation Expense - Sewer Infrastructure & Equip
		550,018	597,713	0	0	0	0	0	
OTHER									
OPERATING TRANSFERS	4910-000	0	0	225,420	0	0	0	0	
		0	0	225,420	0	0	0	0	
CAPITAL OUTLAY									
EQUIPMENT	5000-000	0	0	35,000	(22,833)	0	157,500	157,500	#503 Truck Replacement (\$37,500), #525 Utilities Truck with Crane (\$75,000), #526 Towable Generator (\$45,000)
		0	0	35,000	(22,833)	0	157,500	157,500	
TOTAL SEWER FUND		2,186,993	2,347,542	2,289,162	995,603	2,040,805	357,265	2,398,070	

**CITY OF LINO LAKES
STORM WATER OPERATING FUND (603)
2024 PROPOSED BUDGET**

	Account Number	Actual 2021	Actual 2022	Adopted 2023	June YTD 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
Operating Revenue									
Interest on Investments	603-000-3620-000	0	(895)	0	1,471	0	3,000	3,000	
Change in Fair Value of Investments	603-000-3621-000	0	0	0	3,067	0	0	0	
Storm Water Penalties	603-000-3858-000	0	5,342	0	6,803	0	10,000	10,000	
Storm Water Fee	603-000-3859-000	0	480,727	536,470	306,895	536,470	0	536,470	
		0	485,174	536,470	318,236	536,470	13,000	549,470	
Other Sources									
Use of Reserves		0	0	0	0	0	0	0	
OPERATING TRANSFERS		0	76,620	0	0	0	0	0	
		0	76,620	0	0	0	0	0	
Total Operating Revenue & Other Sources		0	561,794	536,470	318,236	536,470	13,000	549,470	

CITY OF LINO LAKES

STORM WATER (603-496)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	June YTD 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
PERSONAL SERVICES									
SALARIES	4101-000	0	124,652	150,293	46,205	150,425	0	150,425	5% Public Services Director
OVERTIME	4102-000	0	2,772	0	1,354	0	0	0	10% Community Development Director
ON CALL	4105-000	0	0	0	0	0	0	0	10% Public Works Superintendent
TEMPORARIES	4106-000	0	0	0	0	0	0	0	30% Streets Supervisor
WELLNESS PROGRAM	4108-000	0	72	72	0	72	0	72	25% Environmental Coordinator
PERA	4121-000	0	7,515	11,272	3,939	11,282	0	11,282	1 - 100% General Maintenance Worker
FICA/MEDICARE	4122-000	0	9,582	11,497	3,542	11,508	0	11,508	
ICMA EMPLOYER	4123-000	0	101	145	0	0	0	0	
PENSION EXPENSE	4125-000	0	6,663	0	0	0	0	0	
HEALTH INSURANCE	4131-000	0	6,393	7,819	1,990	12,742	0	12,742	
LIFE & DISABILITY INSURANCE	4133-000	0	254	466	126	466	0	466	
DENTAL INSURANCE	4134-000	0	387	1,102	122	1,158	0	1,158	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	0	6,596	12,719	7,739	12,058	0	12,058	
		0	164,987	195,385	65,016	199,711	0	199,711	
SUPPLIES									
OFFICE SUPPLIES	4200-000	0	0	0	0	0	0	0	
MAINTENANCE SUPPLIES	4211-000	0	11,467	17,000	0	17,000	0	17,000	
FUELS	4212-000	0	4,000	4,000	0	4,000	0	4,000	
SMALL TOOLS	4240-000	0	0	3,000	0	3,000	0	3,000	
		0	15,467	24,000	0	24,000	0	24,000	
OTHER SERVICES AND CHARGES									
PROFESSIONAL SERVICES	4300-000	0	0	5,000	0	5,000	0	5,000	Public Education, Consultant Services
MUNICIPAL ENGINEER	4304-000	0	32,780	37,000	12,586	37,000	0	37,000	Retainer (\$13,734), Project Development (\$23,266)
OTHER CONSULTANTS	4310-000	0	8,551	0	0	0	0	0	
TELEPHONE	4321-000	0	17	350	9	350	(330)	20	Allocated Cell Phone Stipend
POSTAGE	4322-000	0	764	955	841	955	0	955	Annual Utility Billing Postage
TRAVEL & TUITION	4330-000	0	1,712	1,700	315	1,700	0	1,700	
PRINTING & PUBLISHING	4340-000	0	0	0	0	0	0	0	
PAYMENT PROCESSING	4345-000	0	0	0	0	0	0	0	
INSURANCE	4360-000	0	14	40	29	40	55	95	Mobile Property Insurance
AUTO INSURANCE	4363-000	0	0	260	0	260	(260)	0	
UNIFORMS	4370-000	0	114	0	0	0	380	380	Uniform Allowance
ELECTRICITY	4381-000	0	0	0	0	0	0	0	
UTILITIES (WATER/SEWER)	4382-000	0	348	0	0	0	0	0	
HEAT	4383-000	0	0	0	0	0	0	0	
		0	44,300	45,305	13,780	45,305	(155)	45,150	
CONTRACTUAL SERVICES									
CONTRACTED SERVICES	4410-000	0	26,383	227,000	116,428	227,000	0	227,000	Sweeping/Repairs, SWMP (Ditch, Pipe, Pond) Cleaning, Annual Utility Statement Processing (\$300)
RENTED EQUIPMENT	4415-000	0	0	0	0	0	0	0	
SUBSCRIPTIONS & DUES	4452-000	0	340	500	365	500	0	500	
		0	26,723	227,500	116,793	227,500	0	227,500	
DEPRECIATION									
ASSET DEPRECIATION	4510-000	0	0	0	0	0	0	0	
		0	0	0	0	0	0	0	
OTHER									
OPERATING TRANSFERS	4910-000	0	0	0	0	0	0	0	
		0	0	0	0	0	0	0	
CAPITAL OUTLAY									
EQUIPMENT	5000-000	0	0	44,280	0	44,280	8,829	53,109	Capital Equipment Reserve
		0	0	44,280	0	44,280	8,829	53,109	
TOTAL STORM WATER FUND		0	251,477	536,470	195,590	540,796	8,674	549,470	