



## CITY COUNCIL AGENDA

Monday, October 23, 2023

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6:30 p.m.

(Scheduled to be broadcast on Channel 16)

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

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

#### Community Room (not televised)

Present: Councilmembers Lyden, Stoesz, Ruhland, Cavegn, and Mayor Rafferty.

Absent: Councilmember Ruhland

Staff Present: Sarah Cotton, John Swenson, Hannah Lynch, Meg Sawyer, Andy Nelson, Michael Grochala, Katie Larsen, Diane Hankee.

1. Review Regular Agenda: Staff reviewed staff reports as included in the agenda packet.

Ms. Catherine Decker, 614 Pine Street, inquired of Council why the full reading of ordinances is dispensed; she stated concern that the public is not being informed if the full reading is not taking place. City Administrator Sarah Cotton responded to Ms. Decker and provided clarification that the full text of any proposed ordinance is provided with the Council Agenda Packet which is available online the Wednesday prior to any meeting and is also available in hard copy during each Council meeting. Councilmember Stoesz also noted that all ordinances are published in the Quad Press as well.

Mr. Christopher Stowe, 426 Pine Street, asked for a horse crossing sign to be installed at 4<sup>th</sup> and Pine Street as he has concerns about drag racing down Pine Street.

The work session concluded at 6:23 PM.

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

- Call to Order and Roll Call

The meeting was called to order at 6:30 PM.

Present: Councilmembers Lyden, Stoesz, Ruhland, Cavegn, and Mayor Rafferty.

- 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.

Commentary was provided by one resident.

**1. Motion to: Close Public Comment at 6:43 PM.**

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	<b>Lyden</b>
<b>SECONDER:</b>	<b>Ruhland</b>
<b>AYES:</b>	<b>Lyden, Ruhland, Stoesz, Cavegn, Rafferty</b>

- Setting the Agenda: Addition or deletion of agenda items: The agenda was accepted as presented.

**1. CONSENT AGENDA**

- A. Consider Approval of Expenditures for October 23, 2023 (Check No. 119513 through 119585) in the Amount of \$534,245.99
- B. Consider Approval of Exempt Gambling Permit for ARCHES
- C. Consider Approval of Resolution 23-113 Approving a Cannabinoid License for Lino Lakes Quick Stop
- D. Consider Approval of the Hiring of Part-Time Staff for the Rookery Activity Center

**i. Motion to Approve Consent Agenda Items 1A – 1D**

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	<b>Lyden</b>
<b>SECONDER:</b>	<b>Stoesz</b>
<b>AYES:</b>	<b>Lyden, Stoesz, Ruhland, Cavegn, Rafferty</b>

**2. FINANCE DEPARTMENT REPORT**

- A. Consider 1<sup>st</sup> Reading of Ordinance 14-23, Adopting the 2024 Fee Schedule, Hannah Lynch

**i. Motion to: Dispense with Full Reading of Ordinance 14-23**

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	<b>Cavegn</b>
<b>SECONDER:</b>	<b>Lyden</b>
<b>AYES:</b>	<b>Cavegn Lyden Stoesz, Ruhland, Rafferty</b>

ii. **Motion to: Approve First Reading of Ordinance 14-23**

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	<b>Cavegn</b>
<b>SECONDER:</b>	<b>Lyden</b>
<b>AYES:</b>	<b>Cavegn, Lyden, Stoesz, Ruhland, Rafferty</b>

**3. ADMINISTRATION DEPARTMENT REPORT**

A. Consider Appointment of Part-Time Firefighter, Meg Sawyer

i. **Motion to Approve Appointment of Part-Time Firefighter**

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	<b>Ruhland</b>
<b>SECONDER:</b>	<b>Cavegn</b>
<b>AYES:</b>	<b>Ruhland, Cavegn, Lyden, Stoesz, Rafferty</b>

**4. PUBLIC SAFETY DEPARTMENT REPORT**

No report

**5. PUBLIC SERVICES DEPARTMENT REPORT**

No report

**6. COMMUNITY DEVELOPMENT REPORT**

A. Consider 2<sup>nd</sup> Reading of Ordinance No. 10-23, Amending City Code Section 904.08 Related to Managed Natural Landscapes, *Andy Nelson*

i. **Motion to: Dispense with Full Reading of Ordinance 10-23**

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	<b>Cavegn</b>
<b>SECONDER:</b>	<b>Stoesz</b>
<b>AYES:</b>	<b>Cavegn, Stoesz, Lyden, Ruhland, Rafferty</b>

ii. **Motion to: Approve Second Reading of Ordinance 10-23**

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	<b>Lyden</b>
<b>SECONDER:</b>	<b>Stoesz</b>
<b>AYES ROLL CALL:</b>	<b>Lyden, Stoesz, Ruhland, Cavegn, Rafferty</b>

- B. Consider 2<sup>nd</sup> Reading of Ordinance No. 13-23 Zoning Ordinance Text Amendment-General Updates, Katie Larsen

- i. **Motion to: Dispense with Full Reading of Ordinance 13-23**

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	<b>Ruhland</b>
<b>SECONDER:</b>	<b>Lyden</b>
<b>AYES:</b>	<b>Ruhland, Lyden, Stoesz, Cavegn, Rafferty</b>

- ii. **Motion to: Approve Second Reading of Ordinance 13-23**

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	<b>Ruhland</b>
<b>SECONDER:</b>	<b>Lyden</b>
<b>AYES - ROLL CALL:</b>	<b>Ruhland, Lyden, Stoesz, Cavegn, Rafferty</b>

- C. Consider Approval of Resolution 23-110, Accepting Quotes and Awarding Contract, 2023 Ash Tree Removals, Andy Nelson

- i. **Motion to: Approve Resolution 23-110**

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	<b>Cavegn</b>
<b>SECONDER:</b>	<b>Ruhland</b>
<b>AYES:</b>	<b>Cavegn, Ruhland, Lyden, Stoesz, Rafferty</b>

- B. Consider Resolution No. 23-112, Adopting Assessments, Bluebill Ponds 2<sup>nd</sup> Addition, Diane Hankee

- i. **Motion to: Approve Resolution 23-112**

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	<b>Lyden</b>
<b>SECONDER:</b>	<b>Cavegn</b>
<b>AYES:</b>	<b>Lyden, Cavegn, Stoesz, Ruhland, Rafferty</b>

- C. Consider Resolution No. 23-114, Approving Acquisition of Temporary Construction Easement and Permanent Trail, Drainage and Utility Easements, CSAH 49/CR J Intersection Improvements, Michael Grochala

**i. Motion to: Approve Resolution 23-114**

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	<b>Ruhland</b>
<b>SECONDER:</b>	<b>Lyden</b>
<b>AYES:</b>	<b>Ruhland, Lyden, Stoesz, Cavegn, Rafferty</b>

**7. UNFINISHED BUSINESS**

None

**8. NEW BUSINESS**

None

**Adjournment**

**1. Motion to: Adjourn**

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	<b>Ruhland</b>
<b>SECONDER:</b>	<b>Cavegn</b>
<b>AYES:</b>	<b>Ruhland, Cavegn, Lyden, Stoesz, Rafferty</b>

The meeting adjourned at 6:54 PM.

<b><i>Community Calendar – A Look Ahead</i></b>		
<b>October 23, 2023 through November 13, 2023</b>		
➤ Wednesday, October 25	6:30 pm, Council Chambers	Environmental Board
➤ Wednesday, November 1	6:30 pm, Council Chambers	Park Board
➤ Thursday, November 2	8:00 am, Community Room	EDAC
➤ Monday, November 6	6:00 pm, Community Room	City Council Work Session
➤ Tuesday, November 7	7:00 am – 8:00 pm	Election Day
➤ Wednesday, November 8	6:30 pm, Council Chambers	Planning & Zoning Board
➤ Friday, November 10	CITY HALL CLOSED	Veteran’s Day Holiday
➤ Monday, November 13	6:00 pm, Community Room	Council Work Session
➤ Monday, November 13	6:30 pm, Council Chambers	City Council Meeting



# **Expenditures**

October 23, 2023

Check #119513 to #119585

\$534,245.99

# Accounts Payable

## Check Detail

User: jessica.eller  
Printed: 10/17/2023 - 1:58PM



Check Number	Check Date		Amount
<b>4 - A&amp;L Superior Quality Sod, Inc. Line Item Account</b>			
119517	10/23/2023		
Inv	10085		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/04/2023	50 Rolls Turfgrass Sod	101-450-4211-000	182.50
Inv 10085 Total			182.50
Inv	10087		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/04/2023	Pallet Deposit	101-450-4211-000	-30.00
Inv 10087 Total			-30.00
119517 Total:			152.50
<b>4 - A&amp;L Superior Quality Sod, Inc. Total:</b>			
			152.50
<b>13 - AFLAC Line Item Account 101-000-2040-000</b>			
119518	10/23/2023		
Inv	592211		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/12/2023	October Insurance Premiums	101-000-2040-000	261.48
Inv 592211 Total			261.48
119518 Total:			261.48
<b>13 - AFLAC Total:</b>			
			261.48
<b>14 - AFSCME Council #5 Line Item Account 101-000-2040-000</b>			
119514	10/13/2023		
Inv			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/12/2023	PR Batch 00002.10.2023 Union Dues AFSCME	101-000-2040-000	391.30
Inv Total			391.30
119514 Total:			391.30

<b>14 - AFSCME Council #5 Total:</b>	391.30
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**2043 - American Red Cross Line Item Account**

119519            10/23/2023  
 Inv    22628343

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/27/2023	Lifeguard Certifications (3)	202-451-4330-000	126.00
Inv 22628343 Total			126.00

119519 Total:	126.00
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<b>2043 - American Red Cross Total:</b>	126.00
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**53 - Aspen Equipment, LLC Line Item Account**

119520            10/23/2023  
 Inv    SWO024054-1

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/05/2023	Inspection & Repairs to Service Crane #225	101-431-4300-000	1,228.49
Inv SWO024054-1 Total			1,228.49

119520 Total:	1,228.49
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<b>53 - Aspen Equipment, LLC Total:</b>	1,228.49
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**54 - Aspen Mills, Inc. Line Item Account**

119521            10/23/2023  
 Inv    320556

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/02/2023	Uniform Allowance - A. Halverson	101-420-4370-000	123.90
Inv 320556 Total			123.90

Inv    320577

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/02/2023	Uniform Allowance - J. Swenson	101-420-4370-000	129.90
Inv 320577 Total			129.90

Inv    320659

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	Uniform Allowance - M. Paulson	101-420-4370-000	113.90
Inv 320659 Total			113.90



Check Number	Check Date		Amount
Inv 320660			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	Uniform Allowance - D. Thill	101-420-4370-000	50.95
Inv 320660 Total			50.95
Inv 320902			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/06/2023	Uniform Allowance - S. Bonczek	101-420-4370-000	577.50
Inv 320902 Total			577.50
Inv 320908			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/06/2023	Uniform Allowance - M. Reineke	101-420-4370-000	50.95
Inv 320908 Total			50.95
Inv 320947			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/09/2023	Uniform Allowance - B. Finke	101-421-4370-000	394.60
Inv 320947 Total			394.60
119521 Total:			1,441.70
<b>54 - Aspen Mills, Inc. Total:</b>			1,441.70
<b>2060 - Badger Chevrolet LLC Line Item Account</b>			
119513	10/06/2023		
Inv 3041			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/06/2023	2023 Vehicle Purchase (Replaces #214)	402-431-5000-000	73,506.00
Inv 3041 Total			73,506.00
119513 Total:			73,506.00
<b>2060 - Badger Chevrolet LLC Total:</b>			
			73,506.00
<b>85 - Bluetarp Financial, Inc. Line Item Account</b>			
119522	10/23/2023		
Inv 541201283233914			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/10/2023	Gas Pump Handle	101-431-4211-000	94.99
Inv 541201283233914 Total			94.99

Check Number	Check Date		Amount
119522 Total:			94.99
<b>85 - Bluetarp Financial, Inc. Total:</b>			94.99
<b>100 - Bureau of Criminal Apprehension Line Item Account</b>			
119523	10/23/2023		
Inv	00000761758		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/30/2023	CJDN Access Fee	101-420-4410-000	1,560.00
Inv 00000761758 Total			1,560.00
119523 Total:			1,560.00
<b>100 - Bureau of Criminal Apprehension Total:</b>			1,560.00
<b>115 - Centennial Utilities Line Item Account</b>			
119524	10/23/2023		
Inv	136		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/16/2023	4th Qtr 2023 Utilities	601-494-4382-000	717.09
10/16/2023	4th Qtr 2023 Utilities	602-495-4382-000	353.00
Inv 136 Total			1,070.09
Inv	September 2023		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/30/2023	Natural Gas	602-495-4383-000	21.51
09/30/2023	Natural Gas	101-450-4383-000	24.32
09/30/2023	Natural Gas	101-432-4383-503	731.94
09/30/2023	Natural Gas	202-451-4383-000	928.14
09/30/2023	Natural Gas	101-450-4383-000	24.32
09/30/2023	Natural Gas	602-495-4383-000	20.80
Inv September 2023 Total			1,751.03
119524 Total:			2,821.12
<b>115 - Centennial Utilities Total:</b>			2,821.12
<b>121 - CenturyLink Line Item Account 101-432-4321-503</b>			
119525	10/23/2023		
Inv	333266979		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/10/2023	Phone & Internet Services	202-451-4321-000	61.81
Inv 333266979 Total			61.81

Check Number	Check Date		Amount
Inv	6517843659805		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/10/2023	Phone & Internet Services	101-432-4321-503	65.19
Inv	6517843659805 Total		65.19
Inv	7637846219687		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/10/2023	Pool Emergency Phone Services	202-451-4321-000	136.61
Inv	7637846219687 Total		136.61
119525 Total:			263.61
<b>121 - CenturyLink Total:</b>			263.61
<b>129 - City of Blaine Line Item Account</b>			
119526	10/23/2023		
Inv	6690		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/12/2023	4th Qtr 2023 Utilities	602-495-4382-000	2,170.00
10/12/2023	4th Qtr 2023 Utilities	601-000-2140-000	70.47
10/12/2023	4th Qtr 2023 Utilities	601-494-4382-000	1,081.47
Inv	6690 Total		3,321.94
119526 Total:			3,321.94
<b>129 - City of Blaine Total:</b>			3,321.94
<b>131 - City of Columbus Line Item Account</b>			
119527	10/23/2023		
Inv	1326		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/07/2023	City of Lino Lakes Portion of Crack Patching	101-430-4410-000	3,680.00
Inv	1326 Total		3,680.00
119527 Total:			3,680.00
<b>131 - City of Columbus Total:</b>			3,680.00
<b>137 - City of Shoreview Line Item Account</b>			
119528	10/23/2023		
Inv	Q32023		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/30/2023	3rd Qtr 2023 Utilities	601-494-4382-000	558.70
09/30/2023	3rd Qtr 2023 Utilities	601-000-2140-000	17.01

Check Number	Check Date		Amount
09/30/2023	3rd Qtr 2023 Utilities	602-495-4382-000	128.09
Inv Q32023 Total			703.80
119528 Total:			703.80
<b>137 - City of Shoreview Total:</b>			703.80
<b>761 - Comcast Line Item Account 101-432-4321-502</b>			
119529	10/23/2023		
Inv	0163083		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/05/2023	Phone & Internet Services	601-494-4321-000	166.84
Inv 0163083 Total			166.84
119529 Total:			166.84
<b>761 - Comcast Total:</b>			166.84
<b>149 - Connexus Energy Line Item Account</b>			
119530	10/23/2023		
Inv	September 2023		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/28/2023	Electric	601-494-4381-000	2,565.46
09/28/2023	Electric	101-420-4381-000	31.87
09/28/2023	Electric	602-495-4381-000	829.69
09/28/2023	Electric	101-430-4385-000	1,727.10
09/28/2023	Electric	101-432-4381-500	1,001.84
09/28/2023	Electric	101-450-4381-000	68.76
Inv September 2023 Total			6,224.72
119530 Total:			6,224.72
<b>149 - Connexus Energy Total:</b>			6,224.72
<b>167 - Dalco, Inc. Line Item Account</b>			
119531	10/23/2023		
Inv	4140479		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/02/2023	Can Liners	202-451-4211-000	34.56
Inv 4140479 Total			34.56
Inv	4140600		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/02/2023	Can Liners, Toilet Tissue, Paper Towel, Hair & Body Wash	202-451-4211-000	245.02

Check Number	Check Date		Amount
		Inv 4140600 Total	245.02
		119531 Total:	279.58
		<b>167 - Dalco, Inc. Total:</b>	279.58
		<b>1637 - Ehlers and Associates Line Item Account</b>	
119532	10/23/2023	Inv 95265	
		<u>Line Item Date</u>	<u>Line Item Description</u>
		10/09/2023	TIF Administration
			<u>Line Item Account</u>
			419-499-4300-000
		Inv 95265 Total	795.00
		119532 Total:	795.00
		<b>1637 - Ehlers and Associates Total:</b>	795.00
		<b>1826 - Endurance Fitness of MN, LLC Line Item Account</b>	
119533	10/23/2023	Inv Q3 2023	
		<u>Line Item Date</u>	<u>Line Item Description</u>
		09/30/2023	Q3 2023 Program Revenue Share
			<u>Line Item Account</u>
			202-451-4411-000
		Inv Q3 2023 Total	1,006.43
		119533 Total:	1,006.43
		<b>1826 - Endurance Fitness of MN, LLC Total:</b>	1,006.43
		<b>204 - Factory Motor Parts Company Line Item Account</b>	
119534	10/23/2023	Inv 159-095622	
		<u>Line Item Date</u>	<u>Line Item Description</u>
		10/12/2023	Stock Fuel Filter
			<u>Line Item Account</u>
			101-431-4221-000
		Inv 159-095622 Total	7.78
		Inv 1-9067596	
		<u>Line Item Date</u>	<u>Line Item Description</u>
		10/05/2023	Stock Fuel Filter
			<u>Line Item Account</u>
			101-431-4221-000
		Inv 1-9067596 Total	15.95
		Inv 232-002543	
		<u>Line Item Date</u>	<u>Line Item Description</u>
			<u>Line Item Account</u>

Check Number	Check Date		Amount
10/05/2023	Oil & Fuel Filter #210	101-431-4221-000	19.67
Inv 232-002543 Total			19.67
119534 Total:			43.40
<b>204 - Factory Motor Parts Company Total:</b>			43.40
<b>216 - First Advantage Occ. Line Item Account</b>			
119535	10/23/2023		
Inv	2505512309		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/30/2023	Annual Enrollment & Employee Drug Testing	101-402-4300-000	139.37
Inv 2505512309 Total			139.37
119535 Total:			139.37
<b>216 - First Advantage Occ. Total:</b>			139.37
<b>244 - Gopher State One-Call Line Item Account</b>			
119536	10/23/2023		
Inv	3090546		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/30/2023	September Tickets	602-495-4410-000	293.63
09/30/2023	September Tickets	601-494-4410-000	293.62
Inv 3090546 Total			587.25
119536 Total:			587.25
<b>244 - Gopher State One-Call Total:</b>			587.25
<b>249 - Grainger Line Item Account</b>			
119537	10/23/2023		
Inv	9854109494		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/28/2023	Drinking Fountain with Bottle Filler	202-451-4211-000	1,714.86
Inv 9854109494 Total			1,714.86
119537 Total:			1,714.86
<b>249 - Grainger Total:</b>			1,714.86
<b>1658 - Harold's Trucking Line Item Account</b>			

Check Number	Check Date		Amount
119538	10/23/2023		
Inv	10/9/2023		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/09/2023	Sandfill	602-495-4211-000	850.00
10/09/2023	Sandfill	601-494-4211-000	850.00
Inv 10/9/2023 Total			1,700.00
119538 Total:			1,700.00
<b>1658 - Harold's Trucking Total:</b>			1,700.00
<b>1659 - Haugo Geo Technical Services, LLC Line Item Account</b>			
119539	10/23/2023		
Inv	13206		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/13/2023	Pheasant Run Reconstruction Material Testing	487-499-4300-000	2,285.00
Inv 13206 Total			2,285.00
119539 Total:			2,285.00
<b>1659 - Haugo Geo Technical Services, LLC Total:</b>			2,285.00
<b>271 - Hawkins, Inc. Line Item Account</b>			
119540	10/23/2023		
Inv	6600048		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/11/2023	Pool Chemical Supplies	202-451-4222-000	307.32
Inv 6600048 Total			307.32
119540 Total:			307.32
<b>271 - Hawkins, Inc. Total:</b>			307.32
<b>1749 - Huebsch Services Line Item Account</b>			
119541	10/23/2023		
Inv	20089038		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/30/2023	Mats	101-432-4410-503	234.36
09/30/2023	Mats	101-432-4410-502	65.07
09/30/2023	Mats	101-432-4410-501	118.60
09/30/2023	Shop Towels	101-431-4211-000	89.56
Inv 20089038 Total			507.59

Check Number	Check Date		Amount
119541 Total:			507.59
<b>1749 - Huebsch Services Total:</b>			507.59
<b>298 - Hugo Equipment Company Line Item Account</b>			
119542	10/23/2023		
Inv	198322		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/13/2023	Chainsaw Chains (3) & Bars (2)	101-430-4240-000	238.93
Inv 198322 Total			238.93
119542 Total:			238.93
<b>298 - Hugo Equipment Company Total:</b>			238.93
<b>306 - Image Printing &amp; Graphics, Inc Line Item Account</b>			
119543	10/23/2023		
Inv	165306		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/04/2023	City Map (45)	101-420-4200-000	972.00
10/04/2023	City Map (45)	101-421-4200-000	486.00
Inv 165306 Total			1,458.00
Inv	165360		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/11/2023	Business Cards - W. Peterson	101-432-4200-000	20.00
Inv 165360 Total			20.00
119543 Total:			1,478.00
<b>306 - Image Printing &amp; Graphics, Inc Total:</b>			1,478.00
<b>311 - Instrumental Research, Inc. Line Item Account</b>			
119544	10/23/2023		
Inv	5177		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	September Water Testing	601-494-4410-000	257.00
Inv 5177 Total			257.00
119544 Total:			257.00
<b>311 - Instrumental Research, Inc. Total:</b>			257.00



**312 - International Union Line Item Account 101-000-2040-000**

119515	10/13/2023			
Inv				
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
10/12/2023	PR Batch 00002.10.2023 Union Dues 49ers	101-000-2040-000		525.00
Inv Total				525.00
119515 Total:				525.00

**312 - International Union Total:** 525.00

**2042 - J. Becher & Associates, Inc. Line Item Account**

119545	10/23/2023			
Inv	2313104-F			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
09/30/2023	Replaced a Ballast in Childcare Hallway	101-432-4300-503		136.00
Inv 2313104-F Total				136.00
Inv	2313105-F			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
09/30/2023	Replaced Switch in PD Stairwell	101-432-4300-503		72.74
Inv 2313105-F Total				72.74
Inv	2313106-F			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
09/30/2023	Troubleshoot Compressor Outlet	101-432-4300-502		136.00
Inv 2313106-F Total				136.00
Inv	2313107-F			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
09/30/2023	Installed Kellum Grip on Temp Generator	601-494-4300-000		188.66
09/30/2023	Installed Kellum Grip on Temp Generator	602-495-4300-000		188.67
Inv 2313107-F Total				377.33
119545 Total:				722.07

**2042 - J. Becher & Associates, Inc. Total:** 722.07

**340 - Kiesler's Police Supply, Inc. Line Item Account**

119546	10/23/2023			
Inv	IN224449			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
10/02/2023	Glock Training Pistol	101-420-4330-000		933.00

Check Number	Check Date		Amount
		Inv IN224449 Total	933.00
		119546 Total:	933.00
		<b>340 - Kiesler's Police Supply, Inc. Total:</b>	933.00
		<b>782 - L.T.G. Power Equipment Line Item Account</b>	
119547	10/23/2023		
		Inv 280608	
		<u>Line Item Date</u>	<u>Line Item Description</u>
		09/29/2023	Fuel Filter (2) #415 & Stock
			<u>Line Item Account</u>
			101-431-4221-000
			19.24
		Inv 280608 Total	19.24
		119547 Total:	19.24
		<b>782 - L.T.G. Power Equipment Total:</b>	19.24
		<b>1974 - Language Line Services Line Item Account</b>	
119548	10/23/2023		
		Inv 11108974	
		<u>Line Item Date</u>	<u>Line Item Description</u>
		09/30/2023	September Language Line Services
			<u>Line Item Account</u>
			101-420-4300-000
			123.60
		Inv 11108974 Total	123.60
		119548 Total:	123.60
		<b>1974 - Language Line Services Total:</b>	123.60
		<b>1224 - Lano Equipment Line Item Account</b>	
119549	10/23/2023		
		Inv 02-1028982	
		<u>Line Item Date</u>	<u>Line Item Description</u>
		10/05/2023	Axle Shaft #419
			<u>Line Item Account</u>
			101-431-4221-000
			497.66
		Inv 02-1028982 Total	497.66
		119549 Total:	497.66
		<b>1224 - Lano Equipment Total:</b>	497.66
		<b>362 - Larsen, Katie Line Item Account</b>	
119550	10/23/2023		

Check Number	Check Date		Amount
Inv	10/5/2023		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/05/2023	APA MN Conference, Lodging & Mileage Reimbursement	101-416-4330-000	747.85
Inv 10/5/2023 Total			747.85
119550 Total:			747.85
<b>362 - Larsen, Katie Total:</b>			747.85
<b>365 - Law Enforcement Labor Services Line Item Account 101-000-2040-000</b>			
119516	10/13/2023		
Inv			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/12/2023	PR Batch 00002.10.2023 Union Dues LELS	101-000-2040-000	1,485.00
Inv Total			1,485.00
119516 Total:			1,485.00
<b>365 - Law Enforcement Labor Services Total:</b>			1,485.00
<b>369 - League of Minnesota Cities Line Item Account</b>			
119551	10/23/2023		
Inv 390767			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/27/2023	2023 Fall Forums - M. Sawyer	101-402-4330-000	30.00
Inv 390767 Total			30.00
119551 Total:			30.00
<b>369 - League of Minnesota Cities Total:</b>			30.00
<b>1615 - Lennar MN Division Line Item Account</b>			
119552	10/23/2023		
Inv 2022-00449			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/04/2023	Escrow Release - 7365 Crane Dr	801-000-2318-000	3,900.00
Inv 2022-00449 Total			3,900.00
Inv 2022-01842			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	Escrow Release - 2145 Watermark Way	801-000-2318-000	5,900.00
Inv 2022-01842 Total			5,900.00

Inv 2022-01932

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	Escrow Release - 2149 Watermark Way	801-000-2318-000	3,900.00

Inv 2022-01932 Total 3,900.00

Inv 2022-02028

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/04/2023	Escrow Release - 7401 Forest Ln	801-000-2318-000	3,400.00

Inv 2022-02028 Total 3,400.00

Inv 2022-02189

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/04/2023	Escrow Release - 7409 Forest Ln	801-000-2318-000	4,900.00

Inv 2022-02189 Total 4,900.00

Inv 2022-02206

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/04/2023	Escrow Release - 2137 Watermark Way	801-000-2318-000	4,900.00

Inv 2022-02206 Total 4,900.00

Inv 2022-02207

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/04/2023	Escrow Release - 7404 Forest Ln	801-000-2318-000	3,900.00

Inv 2022-02207 Total 3,900.00

Inv 2022-02208

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/04/2023	Escrow Release - 7400 Forest Ln	801-000-2318-000	4,900.00

Inv 2022-02208 Total 4,900.00

119552 Total: 35,700.00

**1615 - Lennar MN Division Total:** 35,700.00

**394 - Macqueen Equipment, Inc. Line Item Account**

119553 10/23/2023

Inv P20651

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/05/2023	Thermal Imaging Camera	101-421-4240-000	4,186.58

Inv P20651 Total 4,186.58

Check Number	Check Date		Amount
119553 Total:			4,186.58
<b>394 - Macqueen Equipment, Inc. Total:</b>			4,186.58
<b>399 - Mansfield Oil Company Line Item Account 101-431-4212-000</b>			
119554	10/23/2023		
Inv	24682167		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	Gasoline - 2,301 Gallons	101-431-4212-000	7,167.72
Inv 24682167 Total			7,167.72
119554 Total:			7,167.72
<b>399 - Mansfield Oil Company Total:</b>			7,167.72
<b>404 - Martin-McAllister Line Item Account</b>			
119555	10/23/2023		
Inv	15651		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/30/2023	Public Safety Assessment	101-402-4300-000	1,250.00
Inv 15651 Total			1,250.00
119555 Total:			1,250.00
<b>404 - Martin-McAllister Total:</b>			1,250.00
<b>416 - Medica Line Item Account</b>			
119556	10/23/2023		
Inv	November 2023		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/12/2023	Health Insurance Premiums	101-421-4131-000	1,571.52
10/12/2023	Health Insurance Premiums	101-431-4131-000	908.99
10/12/2023	Health Insurance Premiums	101-000-2040-000	1,622.24
10/12/2023	Health Insurance Premiums	602-495-4131-000	1,295.95
10/12/2023	Health Insurance Premiums	101-463-4131-000	147.16
10/12/2023	Health Insurance Premiums	101-430-4131-000	3,263.54
10/12/2023	Health Insurance Premiums	101-461-4131-000	176.60
10/12/2023	Health Insurance Premiums	101-450-4131-000	2,216.38
10/12/2023	Health Insurance Premiums	601-494-4131-000	1,295.95
10/12/2023	Health Insurance Premiums	101-000-2041-000	8,481.86
10/12/2023	Health Insurance Premiums	101-416-4131-000	588.64
10/12/2023	Health Insurance Premiums	101-420-4131-000	18,799.21
10/12/2023	Health Insurance Premiums	202-451-4131-000	1,801.61
10/12/2023	Health Insurance Premiums	101-407-4131-000	1,497.62
10/12/2023	Health Insurance Premiums	101-462-4131-000	117.73
10/12/2023	Health Insurance Premiums	101-422-4131-000	2,373.20
10/12/2023	Health Insurance Premiums	101-418-4131-000	588.65

Check Number	Check Date		Amount
10/12/2023	Health Insurance Premiums	101-432-4131-000	88.30
10/12/2023	Health Insurance Premiums	603-496-4131-000	176.59
Inv November 2023 Total			47,011.74
119556 Total:			47,011.74
<b>416 - Medica Total:</b>			47,011.74
<b>418 - Menards - Forest Lake Line Item Account</b>			
119557	10/23/2023		
Inv	18562		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/02/2023	Trail Stop Sign Post	101-430-4223-000	23.78
Inv 18562 Total			23.78
Inv	18764		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/05/2023	Lumber for Fence Repair at Lift #9	602-495-4211-000	24.56
Inv 18764 Total			24.56
119557 Total:			48.34
<b>418 - Menards - Forest Lake Total:</b>			48.34
<b>420 - Met Council Environmental Services (SAC) Line Item Account</b>			
119558	10/23/2023		
Inv	September 2023		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/30/2023	September 2023 SAC	101-000-3414-000	-472.15
09/30/2023	September 2023 SAC	101-000-2120-000	47,215.00
Inv September 2023 Total			46,742.85
119558 Total:			46,742.85
<b>420 - Met Council Environmental Services (SAC) Total:</b>			46,742.85
<b>421 - Metro Sales Incorporated Line Item Account</b>			
119559	10/23/2023		
Inv	INV2378764		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/04/2023	Copier Maintenance Contract Ricoh/IM C2500 Color Copier	101-432-4410-503	162.62
Inv INV2378764 Total			162.62

Check Number	Check Date		Amount
Inv	INV2378765		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/04/2023	Copier Maintenance Contract Ricoh/IM C6000 Color Copier	101-432-4410-503	426.85
Inv	INV2378765 Total		426.85
119559 Total:			589.47
<b>421 - Metro Sales Incorporated Total:</b>			589.47
<b>1969 - Metro-INET Line Item Account</b>			
119560	10/23/2023		
Inv	1524		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/01/2023	October IT Services	101-407-4310-000	17,837.00
10/01/2023	October IT Services	602-495-4310-000	1,115.00
10/01/2023	October IT Services	601-494-4310-000	1,115.00
10/01/2023	October IT Services	202-451-4310-000	2,230.00
Inv	1524 Total		22,297.00
119560 Total:			22,297.00
<b>1969 - Metro-INET Total:</b>			22,297.00
<b>1107 - MHSRC/Range Line Item Account</b>			
119561	10/23/2023		
Inv	337900-10338		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/22/2023	Tuition - M. Laske & W. Peterson	101-430-4330-000	590.00
Inv	337900-10338 Total		590.00
Inv	337900-10342		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/22/2023	Tuition - M. Laske & W. Peterson	101-430-4330-000	590.00
Inv	337900-10342 Total		590.00
119561 Total:			1,180.00
<b>1107 - MHSRC/Range Total:</b>			1,180.00
<b>427 - Midway Ford Company Line Item Account</b>			
119562	10/23/2023		
Inv	795689		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/05/2023	DEF Tank Sending Unit #262	101-431-4221-000	903.10

Check Number	Check Date		Amount
Inv 795689	Total		903.10
119562 Total:			903.10
<b>427 - Midway Ford Company Total:</b>			903.10
<b>450 - MN Department of Health Line Item Account</b>			
119563	10/23/2023		
Inv	Q32023		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/30/2023	3rd Qtr 2023 Water Connection Fee	601-000-2140-000	13,512.00
Inv Q32023 Total			13,512.00
119563 Total:			13,512.00
<b>450 - MN Department of Health Total:</b>			13,512.00
<b>451 - MN Department of Labor &amp; Industry Line Item Account 101-432-4452-000</b>			
119564	10/23/2023		
Inv	ABR0312989X		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/30/2023	Boiler (3)	101-432-4452-000	30.00
Inv ABR0312989X Total			30.00
119564 Total:			30.00
<b>451 - MN Department of Labor &amp; Industry Total:</b>			30.00
<b>1677 - MNSPECT, LLC Line Item Account</b>			
119565	10/23/2023		
Inv	0104911-IN		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/30/2023	Field Inspections	422-499-4410-000	2,720.00
Inv 0104911-IN Total			2,720.00
119565 Total:			2,720.00
<b>1677 - MNSPECT, LLC Total:</b>			2,720.00
<b>2062 - MTO Properties LLC Line Item Account</b>			
119566	10/23/2023		



Inv 10/13/2023

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/13/2023	Long Term Escrow Closure - MTO Properties/Thrivent Financial	801-000-2303-106	12,000.00
10/13/2023	Long Term Escrow Closure - MTO Properties/Thrivent Financial	801-000-2303-101	1,898.19
10/13/2023	Long Term Escrow Closure - MTO Properties/Thrivent Financial	801-000-2303-102	5,275.75
10/13/2023	Long Term Escrow Closure - MTO Properties/Thrivent Financial	801-000-2303-103	2,384.00

Inv 10/13/2023 Total 21,557.94

119566 Total: 21,557.94

**2062 - MTO Properties LLC Total:** 21,557.94

**UB\*00132 - NELSON, TIMOTHY Line Item Account**

119567 10/23/2023

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/05/2023	Refund Check 007515-000, 7184 GRAY HERON DR	603-000-2020-000	17.52
10/05/2023	Refund Check 007515-000, 7184 GRAY HERON DR	601-000-2020-000	59.99
10/05/2023	Refund Check 007515-000, 7184 GRAY HERON DR	601-000-2020-000	3.57
10/05/2023	Refund Check 007515-000, 7184 GRAY HERON DR	601-000-2020-000	21.93
10/05/2023	Refund Check 007515-000, 7184 GRAY HERON DR	602-000-2020-000	85.53

Inv Total 188.54

119567 Total: 188.54

**UB\*00132 - NELSON, TIMOTHY Total:** 188.54

**509 - O'Reilly Automotive Stores Line Item Account**

119568 10/23/2023

Inv 5914-263848

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	Hydraulic Line Retainer Clips #419	101-431-4221-000	11.80

Inv 5914-263848 Total 11.80

Inv 5914-264086

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/05/2023	Stock Oil Filters	101-431-4221-000	52.46

Inv 5914-264086 Total 52.46

119568 Total: 64.26

**509 - O'Reilly Automotive Stores Total:** 64.26

**522 - Performance Plus LLC Line Item Account**

Check Number	Check Date		Amount
119569	10/23/2023		
Inv	123657		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	New Hire Testing	101-402-4300-000	377.00
Inv 123657 Total			377.00
Inv	123662		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/04/2023	New Hire Testing	101-421-4410-000	973.50
10/04/2023	New Hire Testing	101-420-4410-000	973.50
Inv 123662 Total			1,947.00
119569 Total:			2,324.00
<b>522 - Performance Plus LLC Total:</b>			2,324.00
<b>551 - Premium Waters, Inc. Line Item Account 101-432-4410-500</b>			
119570	10/23/2023		
Inv	608417-09-23		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/30/2023	Kandiyohi Water	101-432-4410-500	79.49
Inv 608417-09-23 Total			79.49
119570 Total:			79.49
<b>551 - Premium Waters, Inc. Total:</b>			79.49
<b>1092 - Quadient Finance USA, Inc. Line Item Account 101-432-4322-000</b>			
119571	10/23/2023		
Inv	10/15/2023		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/15/2023	Postage Labels	101-432-4200-000	41.80
10/15/2023	Postage Machine Postage	101-432-4322-000	500.00
Inv 10/15/2023 Total			541.80
119571 Total:			541.80
<b>1092 - Quadient Finance USA, Inc. Total:</b>			541.80
<b>1914 - Quadient Leasing USA, Inc. Line Item Account</b>			
119572	10/23/2023		
Inv	Q1022781		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/10/2023	Postage Machine Lease	101-432-4410-503	527.04

Check Number	Check Date		Amount
		Inv Q1022781 Total	527.04
		119572 Total:	527.04
		<b>1914 - Quadient Leasing USA, Inc. Total:</b>	527.04
		<b>1884 - Rehbeins Black Dirt Line Item Account</b>	
119573	10/23/2023		
Inv	13583		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	Black Dirt	101-430-4229-000	112.00
		Inv 13583 Total	112.00
		119573 Total:	112.00
		<b>1884 - Rehbeins Black Dirt Total:</b>	112.00
		<b>1662 - Rich's Cabinets, Inc. Line Item Account</b>	
119574	10/23/2023		
Inv	14751		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/02/2023	Replaced Damaged Drawer Face	101-432-4300-501	75.00
		Inv 14751 Total	75.00
		119574 Total:	75.00
		<b>1662 - Rich's Cabinets, Inc. Total:</b>	75.00
		<b>1593 - Shred-it, c/o Stericycle, Inc. Line Item Account</b>	
119575	10/23/2023		
Inv	8004938802		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	Document Destruction	101-420-4410-000	72.41
10/03/2023	Document Destruction	101-402-4410-000	36.21
		Inv 8004938802 Total	108.62
		119575 Total:	108.62
		<b>1593 - Shred-it, c/o Stericycle, Inc. Total:</b>	108.62
		<b>1578 - Springbrook Holding Company, LLC Line Item Account</b>	
119576	10/23/2023		

Check Number	Check Date		Amount
Inv	INV-014683		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/06/2023	September Civic Pay Credit Card Fees	601-494-4345-000	511.50
10/06/2023	September Civic Pay Credit Card Fees	101-407-4345-000	4.50
10/06/2023	September Civic Pay Credit Card Fees	602-495-4345-000	511.50
Inv INV-014683 Total			1,027.50
119576 Total:			1,027.50
<b>1578 - Springbrook Holding Company, LLC Total:</b>			1,027.50
<b>634 - Staples Business Credit Line Item Account</b>			
119577	10/23/2023		
Inv	1651305321		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/25/2023	Miscellaneous Office Supplies	101-420-4200-000	707.78
Inv 1651305321 Total			707.78
119577 Total:			707.78
<b>634 - Staples Business Credit Total:</b>			707.78
<b>645 - Streicher's, Inc. Line Item Account</b>			
119578	10/23/2023		
Inv	I1657313		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/29/2023	Dept 40mm Launcher	402-420-4240-420	7,103.40
Inv I1657313 Total			7,103.40
119578 Total:			7,103.40
<b>645 - Streicher's, Inc. Total:</b>			7,103.40
<b>649 - Sycom, Inc. Line Item Account</b>			
119579	10/23/2023		
Inv	A03-2325A		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/10/2023	Lift Station Repairs	602-495-4300-000	3,885.00
Inv A03-2325A Total			3,885.00
Inv	A03-2326A		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/10/2023	Well House Repairs	601-494-4300-000	4,793.75

Check Number	Check Date		Amount
Inv A03-2326A Total			4,793.75
119579 Total:			8,678.75
<b>649 - Sycom, Inc. Total:</b>			8,678.75
<b>655 - TASC - Client Invoices Line Item Account</b>			
119580	10/23/2023		
Inv	IN2875300		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/29/2023	September Admin Fees	101-402-4410-000	107.20
Inv IN2875300 Total			107.20
119580 Total:			107.20
<b>655 - TASC - Client Invoices Total:</b>			107.20
<b>679 - Turfwerks/Davis Equipment Corp Line Item Account</b>			
119581	10/23/2023		
Inv	EI18358		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/28/2023	Lock Washers & Nuts #409	101-431-4221-000	25.80
Inv EI18358 Total			25.80
119581 Total:			25.80
<b>679 - Turfwerks/Davis Equipment Corp Total:</b>			25.80
<b>687 - U.S. Bank Visa Line Item Account</b>			
119582	10/23/2023		
Inv	10/6/2023		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/06/2023	Image Printing & Graphics/August UB Statements	602-495-4410-000	172.21
10/06/2023	Amazon/Equipment Tape	101-421-4211-000	38.42
10/06/2023	Verizon/Monthly Cell Phone Services	101-421-4321-000	341.28
10/06/2023	Amazon/Pens	101-432-4200-000	6.99
10/06/2023	Amazon/Wall-Mount Hair Dryer	202-451-4211-000	39.95
10/06/2023	Allina/EMR Training	101-421-4330-000	1,257.00
10/06/2023	APA MN/APA MN 2023 Planning Conference - M. Grochala	101-418-4330-000	296.90
10/06/2023	Northway Irrigation/Irrigation Repair - Medians #1	101-450-4410-000	34.71
10/06/2023	Aquatic Exercise Association/Tuition - M. Bagley	202-451-4330-000	175.00
10/06/2023	Sensible Land Use Coalition/Tuition - M. Grochala	101-418-4330-000	48.00
10/06/2023	Amazon/Replacement Battery for Emergency Lights in Pool (2)	202-451-4211-000	18.00
10/06/2023	Chewy/Canine Food	211-420-4211-000	47.12
10/06/2023	Amazon/Returned Furnace Blower Motor	101-432-4211-501	-485.95
10/06/2023	Dairy Queen/Retirement Recognition & Oath of Office Supplies	101-421-4211-000	5.06
10/06/2023	Amazon/Portable Radio Rapid Charger	101-420-4240-000	39.79

Check Number	Check Date		Amount
10/06/2023	Stronghold Safety LLC/Curtain for Hydraulic Press	101-431-4240-000	1,092.00
10/06/2023	Amazon/Frame	202-451-4200-000	149.90
10/06/2023	Amazon/Dept Exp - B. Petrie	101-420-4370-000	131.07
10/06/2023	Sam's Club/Birthday Party Supplies	202-451-4200-609	19.28
10/06/2023	Amazon/Pressure Washer Trigger	602-495-4211-000	38.75
10/06/2023	Arrowhead Resort/MNGFOA Conference Lodging - H. Lynch	101-407-4330-000	272.42
10/06/2023	When I Work/Monthly Subscription Fee	202-451-4310-000	460.00
10/06/2023	USPS/Postage	202-451-4200-805	11.80
10/06/2023	LTG Power Equipment/Kawasaki Can Gas & Chainsaw Bar Oil	101-431-4212-000	313.50
10/06/2023	Webstaurant Store/Coffee & Tea	202-451-4200-000	210.80
10/06/2023	Sam's Club/Employee Appreciation Event Supplies	101-401-4900-000	67.15
10/06/2023	Northway Irrigation/Irrigation Repair - Sunrise Park	101-450-4410-000	259.00
10/06/2023	Amazon/Dept Exp - B. Petrie	101-420-4370-000	39.95
10/06/2023	SiteOne Landscape Supply/Irrigation Parts	101-450-4211-000	279.61
10/06/2023	All Seasons Rental/Mixing Trailer Rental	602-495-4415-000	320.79
10/06/2023	Amazon/Cell Phone Cases	101-421-4240-000	45.60
10/06/2023	Amazon/Interior Detailer	101-431-4211-000	69.98
10/06/2023	Amazon/Dry Erase Board	101-420-4200-000	29.99
10/06/2023	Kwik Trip/Department Meeting Supplies	101-421-4211-000	0.93
10/06/2023	Amazon/Cell Phone Supplies	101-420-4240-000	53.75
10/06/2023	Home Depot/Screws	101-450-4211-000	52.68
10/06/2023	Home Depot/Hanger Bracket, Screws, Coaxial Cable & Plant Saucer	202-451-4211-000	58.22
10/06/2023	SHRM/Membership Renewal - M. Sawyer	101-402-4452-000	244.00
10/06/2023	Home Depot/Bug Spray, Screwdriver Set, Bolts & Shelf Brackets	202-451-4211-000	30.63
10/06/2023	Holiday/Vehicle Fuel	101-431-4212-000	536.08
10/06/2023	SiteOne Landscape Supply/Irrigation Saddles	101-450-4211-000	100.30
10/06/2023	Alatus/Parking Fee	101-402-4330-000	10.80
10/06/2023	Home Depot/Returned Lumber for Foxborough Boardwalk Project	101-450-4211-000	-601.48
10/06/2023	Blinds.com/Cellular Shades for Cattail Room	202-451-4211-000	698.17
10/06/2023	Detroit Industrial Tool/Reciprocating Blades	101-421-4211-000	179.52
10/06/2023	Caribou Coffee/Department Meeting Supplies	101-420-4211-000	3.54
10/06/2023	Metro Sound & Lighting/Cables for Lighting in Cattail Room	202-451-4211-000	183.44
10/06/2023	Amazon/Rifle Cases	101-420-4240-000	384.75
10/06/2023	Amazon/Tape	101-432-4200-000	6.79
10/06/2023	Fleet Farm/Gas Tank Hose	101-431-4211-000	39.99
10/06/2023	Home Depot/PD Breakroom Dishwasher	101-432-4211-503	469.97
10/06/2023	Amazon/Dry Floor Cleaning Cloths	101-432-4211-000	10.98
10/06/2023	Image Printing & Graphics/August UB Statements	601-494-4410-000	172.21
10/06/2023	APWA/Planned Fleet Replacement Guide	101-431-4211-000	35.00
10/06/2023	Amazon/Silverware Organizer	101-421-4240-000	16.70
10/06/2023	GFOA/Membership Renewal - H. Lynch	101-407-4452-000	150.00
10/06/2023	Amazon/Sideview Tow Mirrors	101-431-4221-000	113.99
10/06/2023	Shutterstock/Stock Photos Monthly License Fee	204-499-4452-000	29.00
10/06/2023	All Seasons Rental/Sod Cutter Rental	101-450-4415-000	50.70
10/06/2023	Amazon/Pool Reagent	202-451-4222-000	12.82
10/06/2023	Party City/Birthday Party Supplies	202-451-4200-609	108.69
10/06/2023	AV Now/Rookery Cattail Room Projector Programming	204-499-4240-000	3,118.66
10/06/2023	Home Depot/Miscellaneous Tools & Equipment	601-494-4240-000	89.38
10/06/2023	Image Printing & Graphics/August UB Statements	601-494-4322-000	556.71
10/06/2023	Amazon/Wall Charger	601-494-4200-000	9.77
10/06/2023	Image Printing & Graphics/August UB Statements	602-495-4322-000	556.72
10/06/2023	Walgreens/Department Photo Prints	101-421-4200-000	29.73
10/06/2023	Amazon/Patrol Gun Cleaning Kit	101-420-4240-000	35.99
10/06/2023	MN State Colleges/Tuition - P. Doyle	101-431-4330-000	245.00
10/06/2023	DMV/Title Transfer	207-420-4300-000	27.58
10/06/2023	Amazon/Keyboard & Ink (2)	101-432-4200-000	157.97
10/06/2023	MN POST Board/License - B. Petrie	101-420-4300-000	91.94
10/06/2023	Amazon/Department Photo Transparent Corners	101-421-4200-000	7.99

Check Number	Check Date		Amount
10/06/2023		LifeLine/Lock & Key for AED Cabinet	21.71
10/06/2023		Home Depot/Supplies for Foxborough Boardwalk Project	193.85
10/06/2023		Amazon/Airsoft Training Guns	338.00
10/06/2023		FAA PSI Exams/Exam Fee - M. Reineke	175.00
10/06/2023		Amazon/Front Tractor Tires (2) #406	249.94
10/06/2023		Amazon/Cell Phone Cases	705.48
10/06/2023		Amazon/Poster Tube	20.99
10/06/2023		MN Recreation & Park/Tuition - J. Chapman	720.00
10/06/2023		Allina/EMR Training	3,143.00
10/06/2023		Amazon/Dept Exp - B. Petrie	57.99
10/06/2023		Amazon/WD-40	14.92
10/06/2023		Century College/Tuition - M. Carlson & A. Rodvik	4,090.00
10/06/2023		Sensible Land Use Coalition/Tuition - K. Larsen	48.00
10/06/2023		Amazon/Fanny Packs (11)	157.85
10/06/2023		LMC/2023 Fall Forums - H. Lynch	30.00
10/06/2023		Amazon/Ballistic Shield Repair Supplies	28.26
10/06/2023		TASER/Taser CEW & Supplies	7,571.50
10/06/2023		Walgreens/Department Photo Prints	29.72
10/06/2023		Amazon/Cell Phone Screen Protectors	6.61
10/06/2023		Walmart/Plastic Bins	11.14
10/06/2023		MNCPA/Audits of Local Governments Conference - S. Cotton	325.00
10/06/2023		MN Wetland Professionals Assoc./Membership - A. Nelson	90.00
10/06/2023		Holiday/September Car Washes	374.00
10/06/2023		Home Depot/Grass Seed	10.97
10/06/2023		Amazon/Emergency Exit Sign	53.99
10/06/2023		Wise Guys/Department Meeting Supplies	3.83
10/06/2023		Home Depot/Miscellaneous Tools & Equipment	89.38
10/06/2023		Amazon/Velcro Squares (2)	10.54
10/06/2023		Target/Retirement Recognition & Oath of Office Supplies	4.81
10/06/2023		Home Depot/Miscellaneous Supplies	50.05
10/06/2023		Kwik Trip/Vehicle Fuel	62.66
10/06/2023		Amazon/Front Tires for Bobcat Toolcat (2) #419	552.98
10/06/2023		Bill's Superette/Non-Oxy Fuel	72.85
10/06/2023		Best Version Media/Monthly Ad in Lino Living Magazine	238.15
10/06/2023		AV Now/Rookery Cattail Room Projector Screen Installation	8,403.26
10/06/2023		Subway/Department Meeting Supplies	3.68
10/06/2023		Amazon/Carabiners for Trailer Breakaways (24)	17.98
10/06/2023		Target/Explorer First Nighter Supplies	24.31
10/06/2023		SiteOne Landscape Supply/Irrigation Heads & Saddles	732.00
10/06/2023		Home Depot/Deck Screws	94.97
10/06/2023		Sam's Club/Bobbing for Pumpkins Event Supplies	31.92
10/06/2023		Amazon/Wall Charger	9.78
10/06/2023		Amazon/Uniform Allowance - M. Paulson	13.95
10/06/2023		Amazon/Cell Phone Screen Protectors	66.10
10/06/2023		Verizon/Monthly Cell Phone Services	1,774.26
10/06/2023		Aspen Mills/Uniform Allowance - J. Swenson	62.99
10/06/2023		MN Recreation & Park/Tuition - T. Drahota	720.00
10/06/2023		Amazon/Fingerprinting Hand Wipes	43.77
10/06/2023		Walmart/Bobbing for Pumpkins Event Supplies	49.71
10/06/2023		Loomly/Annual Membership	684.00
10/06/2023		Minne-Scoop-Ta/Ice Cream Truck for Staff Appreciation Event	525.00
10/06/2023		Midwest Machinery Co./Saw Chain	201.31
10/06/2023		Panasonic/Repair BWC QJA01944	574.34
10/06/2023		Metro Sound & Lighting/Lighting for Cattail Room	3,509.56
10/06/2023		Amazon/Tactical Shooting Mats	673.80
10/06/2023		NAPA/Hose for Chlorine Tank	119.83

Inv 10/6/2023 Total

51,815.37

119582 Total:	51,815.37
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<b>687 - U.S. Bank Visa Total:</b>	51,815.37
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**1104 - Walters Recycling & Refuse Line Item Account**

119583            10/23/2023

Inv    7336183

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/10/2023	Trash & Recycling	202-451-4384-000	272.52

Inv 7336183 Total	272.52
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Inv    7336257

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/10/2023	Organic Recycling	101-462-4410-000	80.33
10/10/2023	Trash & Recycling	101-432-4384-500	328.90
10/10/2023	Organic Recycling	101-462-4410-000	75.95
10/10/2023	Trash & Recycling	101-432-4384-503	416.49
10/10/2023	Organic Recycling	101-462-4410-000	94.93
10/10/2023	Trash & Recycling	101-450-4384-000	182.54
10/10/2023	Trash & Recycling	101-432-4384-501	45.73
10/10/2023	Organic Recycling	101-462-4410-000	177.80
10/10/2023	Trash & Recycling	101-432-4384-502	130.95

Inv 7336257 Total	1,533.62
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119583 Total:	1,806.14
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<b>1104 - Walters Recycling &amp; Refuse Total:</b>	1,806.14
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**733 - WSB & Associates, Inc. Line Item Account**

119584            10/23/2023

Inv    0-002988-560-55

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August Saddle Club 4th Addition	801-000-2359-102	335.00

Inv 0-002988-560-55 Total	335.00
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Inv    R-011406-000-1

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August Natures Refuge	801-000-2314-102	2,320.50

Inv R-011406-000-1 Total	2,320.50
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Inv    R-012065-000-46

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August 49 & J Lift Station, Sewer and Water Extension	406-499-4304-123	880.75

Inv R-012065-000-46 Total	880.75
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Inv R-012365-000-55

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August Lyngblomsten Site Study	801-000-2363-102	2,319.50

Inv R-012365-000-55 Total 2,319.50

Inv R-012469-000-55

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August Eastside Villas	801-000-2302-102	400.00

Inv R-012469-000-55 Total 400.00

Inv R-014757-000-45

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August Watermark 2nd Addition	801-000-2388-102	1,600.00

Inv R-014757-000-45 Total 1,600.00

Inv R-015306-000-45

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August Nadeau Acres	801-000-2338-102	240.00

Inv R-015306-000-45 Total 240.00

Inv R-015628-000-40

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August Watermark 3rd Addition	801-000-2355-102	97.50

Inv R-015628-000-40 Total 97.50

Inv R-017210-000-24

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August Market Place Dr Realignment	420-499-4304-141	3,219.00

Inv R-017210-000-24 Total 3,219.00

Inv R-017363-000-32

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August Watermark 4th Addition	801-000-2327-102	1,125.00

Inv R-017363-000-32 Total 1,125.00

Inv R-018131-000-22

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August Nadeau Acres 2nd Addition	801-000-2315-102	457.00

Inv R-018131-000-22 Total 457.00

Inv R-018524-000-19

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
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Check Number	Check Date		Amount
10/03/2023	August Winters Wetland Bank	422-499-4304-000	1,487.00
10/03/2023	August Winters Wetland Bank	422-499-4304-000	-1,487.00
Inv R-018524-000-19 Total			0.00
Inv R-018966-000-23			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August Belland Farms	801-000-2354-102	97.50
Inv R-018966-000-23 Total			97.50
Inv R-019406-000-16			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August MTO Properties - Thrivent Financial	801-000-2303-102	272.00
Inv R-019406-000-16 Total			272.00
Inv R-019485-000-19			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August 2022 I35E Pipe Crossing Project	422-499-4304-145	195.00
Inv R-019485-000-19 Total			195.00
Inv R-019496-000-21			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August Watermark Park	405-499-5000-143	6,824.25
Inv R-019496-000-21 Total			6,824.25
Inv R-019565-000-19			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August NorthPointe Gardens Estates	801-000-2361-102	1,183.00
Inv R-019565-000-19 Total			1,183.00
Inv R-019724-000-16			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August 2022 Surface Water Management Project	603-496-4304-000	444.00
Inv R-019724-000-16 Total			444.00
Inv R-020301-000-13			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August Otter Crossing 2nd Addition	801-000-2366-102	97.50
Inv R-020301-000-13 Total			97.50
Inv R-020302-000-14			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August Tidal Wave Auto Spa	801-000-2342-103	800.00
Inv R-020302-000-14 Total			800.00

Inv R-020640-000-14

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August Watermark 5th Addition	801-000-2376-102	4,978.50

Inv R-020640-000-14 Total 4,978.50

Inv R-020894-000-14

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August Kwik Trip	801-000-2343-103	1,561.00

Inv R-020894-000-14 Total 1,561.00

Inv R-020899-000-11

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August Belland Farms 2nd Addition	801-000-2307-102	393.00

Inv R-020899-000-11 Total 393.00

Inv R-020900-000-14

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August New Horizon Academy	801-000-2313-103	1,012.50

Inv R-020900-000-14 Total 1,012.50

Inv R-021123-000-12

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August 601 Apollo Drive Retail	801-000-2379-101	817.50

Inv R-021123-000-12 Total 817.50

Inv R-021124-000-7

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August 2023 Seal Coat & Crack Fill Project	421-499-4304-152	97.50

Inv R-021124-000-7 Total 97.50

Inv R-021336-000-12

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August Water Treatment Plant	406-499-4304-147	47,501.50

Inv R-021336-000-12 Total 47,501.50

Inv R-021397-000-12

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August 2022 Gateway Planning	301-499-4300-000	3,120.25

Inv R-021397-000-12 Total 3,120.25

Inv R-021412-000-12

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
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Check Number	Check Date		Amount
10/03/2023	August Pheasant Run Reconstruction Project	487-499-4304-000	26,596.50
Inv R-021412-000-12 Total			26,596.50
Inv R-021682-000-8			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August 2023 General Engineering Services	603-496-4304-000	1,144.50
10/03/2023	August 2023 General Engineering Services	602-495-4304-000	1,144.50
10/03/2023	August 2023 General Engineering Services	601-494-4304-000	1,144.50
10/03/2023	August 2023 General Engineering Services	101-417-4410-000	4,196.17
Inv R-021682-000-8 Total			7,629.67
Inv R-021683-000-4			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August 2023 Miscellaneous Escrow Account	101-417-4300-000	912.00
Inv R-021683-000-4 Total			912.00
Inv R-021684-000-8			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August 2023 GPS/GIS Miscellaneous Assistance	101-416-4300-000	210.00
10/03/2023	August 2023 GPS/GIS Miscellaneous Assistance	101-417-4300-000	140.00
10/03/2023	August 2023 GPS/GIS Miscellaneous Assistance	421-499-4304-154	280.00
10/03/2023	August 2023 GPS/GIS Miscellaneous Assistance	801-000-2388-102	140.00
Inv R-021684-000-8 Total			770.00
Inv R-021685-000-8			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August 2023 Private Utility Permits	101-417-4300-000	2,827.50
Inv R-021685-000-8 Total			2,827.50
Inv R-021759-000-9			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August MCES Meter Vault Belland Farms	406-499-4304-000	435.00
Inv R-021759-000-9 Total			435.00
Inv R-021769-000-9			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August Hodgson Road Trail Extension	420-499-4304-151	167.25
Inv R-021769-000-9 Total			167.25
Inv R-021892-000-10			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August 2023 Lake Drive Trunk Water Main Improvements	406-499-4304-150	2,135.75
Inv R-021892-000-10 Total			2,135.75

Check Number	Check Date		Amount
Inv	R-021970-000-5		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August Watermark 6th Addition	801-000-2300-000	2,993.50
Inv R-021970-000-5 Total			2,993.50
Inv	R-022001-000-4		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August Connexus Substation	801-000-2300-000	390.00
Inv R-022001-000-4 Total			390.00
Inv	R-022396-000-6		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August 2023 Trail Maintenance Project	101-450-4300-000	262.00
Inv R-022396-000-6 Total			262.00
Inv	R-022580-000-5		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August 2023 Surface Water Management Project	603-496-4304-000	4,523.00
Inv R-022580-000-5 Total			4,523.00
Inv	R-022658-000-5		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August Lil Explorers Childcare Center - Milestone	801-000-2394-102	1,170.00
Inv R-022658-000-5 Total			1,170.00
Inv	R-022860-000-4		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August Bluebill Ponds 2nd	801-000-2300-000	292.50
Inv R-022860-000-4 Total			292.50
Inv	R-022862-000-4		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August Datafi GIS Easement Layer	101-418-4300-000	490.00
10/03/2023	August Datafi GIS Easement Layer	101-417-4300-000	140.00
Inv R-022862-000-4 Total			630.00
Inv	R-023187-000-3		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August 440 Park Ct - Lino Lakes Tech Center	801-000-2300-000	41.50
Inv R-023187-000-3 Total			41.50
Inv	R-023222-000-2		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
10/03/2023	August Sunrise Park Crack Fill & Seal Coat Project	101-450-4300-000	1,699.00
Inv R-023222-000-2 Total			1,699.00
Inv R-023248-000-2			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August Anoka Roundabout Sunset & Main	406-499-4304-000	671.00
Inv R-023248-000-2 Total			671.00
Inv R-023534-000-1			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August 2300 Main St - Glamors Wire Storage	801-000-2300-000	2,488.75
Inv R-023534-000-1 Total			2,488.75
Inv R-023551-000-1			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August Lift Station No. 8 Pump Upgrade	406-499-4304-000	940.75
Inv R-023551-000-1 Total			940.75
Inv R-023584-000-1			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August Otter Lake Road Extension Design & Construction	420-499-4304-156	849.00
Inv R-023584-000-1 Total			849.00
Inv R-023620-000-1			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/03/2023	August 2024 Street Reconstruction Project	421-499-4304-155	175.00
Inv R-023620-000-1 Total			175.00
119584 Total:			140,988.92
<b>733 - WSB &amp; Associates, Inc. Total:</b>			140,988.92
<b>737 - Xtreme Custom Apparel &amp; Promotions Line Item Account</b>			
119585	10/23/2023		
Inv I88592			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/18/2023	Rookery Apparel	202-451-4370-000	700.00
Inv I88592 Total			700.00
119585 Total:			700.00
<b>737 - Xtreme Custom Apparel &amp; Promotions Total:</b>			700.00

**Check Number**    **Check Date**

**Amount**

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Total:	534,245.99
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Electronic Funds Transfer  
MN Statute 471.38 Subd. 3

Council Meeting October 23, 2023

Transfer In/(Out)

10/3/2023 H.S.A. Employer Contribution	(5,749.85)
10/10/2023 Transfer from FRB Money Market	500,000.00
10/13/2023 Payroll #21	(188,043.12)
10/13/2023 Payroll #21 Federal Deposit	(53,562.81)
10/13/2023 Payroll #21 PERA	(53,982.28)
10/13/2023 Payroll #21 State	(12,196.51)
10/13/2023 Payroll #21 Child Support	(923.22)
10/13/2023 Payroll #21 H.S.A. Bank Pretax	(2,480.17)
10/13/2023 Payroll #21 TASC Pretax	(921.10)
10/13/2023 Payroll #21 Mission Sq 457 Def. Comp #301596	(2,945.00)
10/13/2023 Payroll #21 Mission Sq Roth IRA #706155	(650.00)
10/13/2023 Payroll #21 MSRS HCSP #98946-01	(4,760.50)
10/13/2023 Payroll #21 MSRS Def. Comp #98945-01	(3,126.00)
10/13/2023 Payroll #21 MSRS Roth IRA #98945-01	(729.00)
10/16/2023 Bldg Permit Surcharge	(3,084.11)
10/20/2023 September Sales & Use Tax	(6,531.00)



**CITY COUNCIL  
REGULAR MEETING STAFF REPORT  
AGENDA ITEM 1D**

**STAFF ORIGINATOR:** Jolleen Chaika, City Clerk

**MEETING DATE:** October 23, 2023

**TOPIC:** Exempt Gambling Permit: ARCHES

**VOTE REQUIRED:** 3/5

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**INTRODUCTION**

Aquinas Roman Catholic Home Education Services (ARCHES) has applied for an Exempt Gambling Permit to conduct bingo at St. Joseph's Catholic Church on December 9, 2023.

**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. ARCHES meets all requirements to obtain an exempt permit.

**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

LG240B Application to Conduct Excluded Bingo

No Fee

ORGANIZATION INFORMATION

Organization Name: ARCHES -Aquinas Roman Catholic Home Education Services Previous Gambling Permit Number: xb-36218
Minnesota Tax ID Number, if any: Federal Employer ID Number (FEIN), if any: 24-0078332
Mailing Address: 5243 190th Lane Ne
City: Wyoming State: Mn Zip: 55092 County: Anoka
Name of Chief Executive Officer (CEO): James Kostick
CEO Daytime Phone: CEO Email:
Email permit to (if other than the CEO):

NONPROFIT STATUS

Type of Nonprofit Organization (check one):
[ ] Fraternal [ ] Religious [ ] Veterans [x] Other Nonprofit Organization

Attach a copy of at least 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.)
[ ] Current calendar year Certificate of Good Standing
Don't have a copy? This certificate must be obtained each year 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
[x] Internal Revenue Service-IRS income tax exemption 501(c) letter in your organization's name
Don't have a copy? Obtain a copy of your federal income tax exempt letter by having an organization officer contact the IRS at 877-829-5500.
[ ] Internal Revenue Service-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.

EXCLUDED BINGO ACTIVITY

Has your organization held a bingo event in the current calendar year? [x] Yes [ ] No
If yes, list the dates when bingo was conducted: March 25, 2023
The proposed bingo event will be:
[x] one of four or fewer bingo events held this year. Dates: December 9, 2023
-OR-
[ ] conducted on up to 12 consecutive days in connection with a:
[ ] county fair Dates:
[ ] civic celebration Dates:
[ ] Minnesota State Fair Dates:
Person in charge of bingo event: Jennifer Latawiec Daytime Phone:
Name of premises where bingo will be conducted: St. Joseph of the Lake Catholic Church
Premises street address: 171 Elm Street
City: Lino Lakes If township, township name: County: Anoka

**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**

On behalf of the city, I approve this application for excluded bingo activity at the premises located within the city's jurisdiction.

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**

On behalf of the county, I approve this application for excluded bingo activity at the premises located within the county's jurisdiction.

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 excluded bingo activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota 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.

Chief Executive Officer's Signature: James A. Kostick Date: 10/12/2023  
(Signature must be CEO's signature; designee may not sign)

Print Name: James A. Kostick

**MAIL OR FAX APPLICATION & ATTACHMENTS**

Mail or fax application and a copy of your proof of nonprofit status to:

Minnesota Gambling Control Board  
1711 West County Road B, Suite 300 South  
Roseville, MN 55113  
Fax: 651-639-4032

An excluded bingo permit will be mailed to your organization. Your organization must keep its bingo records for 3-1/2 years.

**Questions?**  
Call a Licensing Specialist at 651-539-1900.

Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. Otherwise, bingo hard cards, bingo paper, and bingo number selection devices must be obtained from a distributor licensed by the Minnesota Gambling Control Board. To find a licensed distributor, go to [www.mn.gov/gcb](http://www.mn.gov/gcb) and click on **Distributors** under the **LIST OF LICENSEES** tab, or call 651-539-1900.

This form will be made available in alternative format (i.e. large print, braille) upon request.

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 Department 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  
REGULAR MEETING STAFF REPORT  
AGENDA ITEM 1C**

**STAFF ORIGINATOR:** Jolleen Chaika, City Clerk

**MEETING DATE:** October 23, 2023

**TOPIC:** Resolution 23-113 Approving a New Cannabinoid License

**VOTE REQUIRED:** 3/5

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**INTRODUCTION**

The City of Lino Lakes requires a license for any business that desires to sell edible cannabinoid (low potency THC) products.

**BACKGROUND**

In September, 2023 a tobacco license was issued to the new owner of Lino Lakes Quick Stop, located at 6501 Ware Road. As his business has been operational and has now included sale of tobacco products, the owner wishes to expand sales to edible cannabinoid products.

A complete application by the owner of Lino Lakes Quick Stop has been received by City staff. A background check was conducted by Lino Lakes Public Safety and no factors to deny the license were found. Further, the applicant meets all licensing criteria pursuant to Lino Lakes City Code Chapter 617.

The complete application is on file in the City Clerk's office for review.

**RECOMMENDATION**

Staff recommends approval of Resolution 23-113 Approving a New Cannabinoid License for Lino Lakes Quick Stop.

**ATTACHMENTS**

Resolution 23-113

**CITY OF LINO LAKES  
RESOLUTION NO. 23-113**

**WHEREAS**, the City of Lino Lakes requires all businesses wishing to sell edible cannabinoid products to apply on a city-approved application form for a Cannabinoid License; and,

**WHEREAS**, the applicant, Mr. Raees Chohan, owner of Lino Lakes Quick Stop located at 6501 Ware Road, has applied to obtain a Cannabinoid License; and,

**WHEREAS**, City staff, including Public Safety, has reviewed the application and background investigation materials and has found that the applicant meets local licensing requirements; and,

**WHEREAS**, City Ordinance allows for the sale of edible cannabinoid products at licensed locations except for:

- (1) On Sundays, except between the hours of 11:00 AM and 6:00 PM;
- (2) Before 8:00 a.m. on Monday through Saturday;
- (3) After 10:00 p.m. on Monday through Saturday;
- (4) On Thanksgiving Day;
- (5) On December 25; and
- (6) After 8:00 p.m. on December 24;

These sale prohibition dates and times are conditions of the license.

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

The City of Lino Lakes hereby approves the issuance of a Edible Cannabinoid License with conditions as stated above, to Lino Lakes Quick Stop, located at 6501 Ware Road, effective until June 30, 2023 unless cancelled or revoked before that date.

Adopted by the City Council of the City of Lino Lakes this 23<sup>rd</sup> day of October, 2023.

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

ATTEST:

\_\_\_\_\_  
Jolleen Chaika, City Clerk

**CITY COUNCIL  
REGULAR MEETING STAFF REPORT  
AGENDA ITEM 1D**

STAFF ORIGINATOR: Meg Sawyer, Human Resources and Communications Manager

MEETING DATE: October 23, 2023

TOPIC: Approval of the Hiring of Part-Time Staff for the Rookery Activity Center

VOTE REQUIRED: 3/5

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**INTRODUCTION**

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

**BACKGROUND**

Staff is seeking approval to hire part-time personnel to work at The Rookery. The recruiting process has identified candidates that will be a great addition to our staff at The Rookery.

**RECOMMENDATION**

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

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>
Cheryl	Johnson	Manager on Duty
Michael	Luger	Lifeguard

Start dates vary based on position and training schedule.

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

**CITY COUNCIL  
REGULAR MEETING STAFF REPORT  
AGENDA ITEM 2A**

**STAFF ORIGINATOR:** Hannah Lynch, Finance Director

**MEETING DATE:** October 23, 2023

**TOPIC:** Ordinance 14-23, Adopting the 2024 Fee Schedule

**VOTE REQUIRED:** 3/5

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**INTRODUCTION**

The City Council is being asked to approve the first reading of Ordinance 14-23, Adopting the 2024 Fee Schedule.

**BACKGROUND**

In order to provide for a more efficient and timely method of reviewing and adjusting the various fees charged by the City, fees are consolidated into one schedule to be reviewed and adopted on an annual basis. Staff has reviewed the fees in place to ensure their ongoing equity and cost recovery ability. Recommended changes from the 2023 Fee Schedule are shown on the attached 2024 Fee Schedule – Red Lined. Fees with proposed changes include:

- Cannabinoid License
- Tobacco License
- Fire Regulations
- Police Other Digital Documentation/Video
- Police Vehicle Forfeiture Fee
- Picnic Shelter Reservation
- Minimum fee of \$73.00 for all Building Dept permits
- Water Utility Rates
- Sewer Utility Rates
- Trunk Utility Connection Fees
- Lateral Service Connection Fees
- Surface Water Management
- Tree Preservation Mitigation Fee

The second reading of the ordinance is planned for November 13, 2023.



**RECOMMENDATION**

Approve the first reading of Ordinance 14-23, Adopting the 2024 City Fee Schedule.

**ATTACHMENTS**

2024 Fee Schedule – Red Lined

2024 Fee Schedule – Final

<b>1st Reading:</b> October 23, 2023	<b>Publication:</b> November 21, 2023
<b>2nd Reading:</b> November 13, 2023	<b>Effective:</b> January 1, 2024

**City of Lino Lakes  
Ordinance No. 14-23**

**An Ordinance Adopting the 2024 City of Lino Lakes Fee Schedule and Providing for the Issuance of Licenses, Permits and Collection of Fees Thereof; Repeals All Ordinances, Parts of Ordinances and Previous Fee Schedules that Conflict Therewith.**

The City Council of Lino Lakes ordains:

**Section 1. Findings.** Pursuant to Minnesota Law, the Lino Lakes City Charter, and the Lino Lakes City Code, and upon a review of a study conducted by City Staff, a fee schedule for City services and licensing is hereby adopted as follows:

**2024 FEE SCHEDULE**

**ALCOHOLIC BEVERAGES**

<del>3.2 Beer Investigation (Initial Application Only)</del>	<del>\$ 267.75</del> 1 or 2	Included in <i>Liquor License Investigation</i>
	<del>\$ 471.75</del> 3+	
3.2 Beer Off-Sale	\$ 200.00 /Year	
3.2 Beer On-Sale	\$ 300.00 /Year	
3.2 Beer On-Sale Temporary	\$ 50.00 Plus \$5.00/Day	
Club License	\$ 300.00 /Year	
Liquor License Investigation (Initial Application Only)	\$ 267.75 1 or 2	
	\$ 471.75 3+	
Liquor License On-Sale	\$ 4,500.00 /Year	
Liquor License Off-Sale	\$ 200.00 /Year	
Liquor Temporary Permit	\$ 50.00	
<del>Wine License Investigation (Initial Application Only)</del>	<del>\$ 267.75</del> 1 or 2	Included in <i>Liquor License Investigation</i>
	<del>\$ 471.75</del> 3+	
Wine License	\$ 500.00 /Year	
Sunday Liquor	\$ 200.00 /Year	
On-Sale Brewer Taproom	\$ 500.00 /Year	
Off-Sale Growler	\$ 200.00 /Year	

**AMUESMENT & COMMERCIAL RECREATION**

Cabaret License	\$ 35.00
Dances	\$ 200.00 /Year
Gambling Permit Application	\$ 10.00

**BUSINESS & MISCELLANEOUS**

Assessment Search Fee	\$ 20.00 /Search
Background Check Fee	\$ 35.00 /Background
<del>Burning Permit</del>	<del>\$ 50.00</del> Included under <i>Fire Regulations</i>
Dog Kennel - Private	\$ 20.00 /Year
Dog Kennel – Commercial	\$ 105.00 /Year

Dog License Male/Female	\$ 11.00	Not Spayed or Neutered	
	\$ 6.00	Spayed or Neutered	
Cannabinoid License Investigation (Initial Application Only)	\$ 267.75	1 or 2	
	\$ 471.75	3+	
Cannabinoid License	<del>\$ 250.00</del>	/Year	
	<del>\$ 200.00</del>	/Year	
Copies: Per Page	\$ -	/Page (1-10 Pages)	
	\$ 0.25	/Page (11-100 Pages)	
	Actual Cost	100+ Pages	
Copies: New Resident Labels	\$ 5.00	/Month Flat Fee	
Copies: Large Scale (>11"x17")	\$ 0.50	/Square Foot	
City Charter	\$ -	First Copy	
	\$ 10.00	Each Additional Copy	
City Code Book	\$ 75.00		
City Map	\$ 2.50		
Comp. Plan	\$ 55.00		
CD or DVD	\$ 7.00		
Election Filing Fee	\$ 5.00		
Fax Charge	\$ -	1-10 Pages	
	\$ 0.25	/Page 11+ Pages	
Garbage Hauler License	\$ 100.00	First Truck	
	\$ 45.00	Each Additional Truck	
<del>Lawn Sprinkling Violation</del>	<del>\$ 25.00</del>	<del>First Violation</del>	<i>Included under Utility Fees</i>
	<del>\$ 50.00</del>	<del>Each Subsequent Citation</del>	
Overweight Permit	\$ 50.00		
Pawn Shop Class A	\$ 10,000.00		
Pawn Shop Class B	\$ 7,000.00		
Class A Secondhand Goods Dealer	\$ 720.00		
Class B Secondhand Goods Dealer	\$ 105.00		
Class C Secondhand Goods Dealer	\$ -	No Fee	
Massage Therapist License (Individual)	\$ 50.00	Annually	
Therapeutic Massage Business License	\$ 200.00	Annually	
Pawn Shop Investigation	\$ 15,400.00	Deposit on Costs	
Pawn Shop In-State Investigation	\$ 765.00		
Pawn Shop Out-State Investigation	\$ 20,400.00		
Peddler, Solicitor, Transient Merchant	\$ 250.00	/6 Months	
Rental Housing License (Annual)	\$ 73.00	1 or 2 Units plus \$15.00/Unit for 3 or More Units (fee to be reduced by 50% if issued less than six months from expiration date)	
	<del>\$ 69.00</del>	<del>1 or 2 Units plus \$15.00/Unit for 3 or More Units (fee to be reduced by 50% if issued less than six months from expiration date)</del>	
Rental License Re-Inspection Fee	\$ 73.00		
	<del>\$ 69.00</del>		
Return Check Charge	\$ 30.00		
Special Event Permit	\$ 50.00		
Tobacco License	\$ 250.00		
	<del>\$ 50.00</del>		

Weed & Mowing Violation	\$ 150.00	First Hour
	\$ 75.00	Each Additional Hour
Additional Admin Fee	\$ 100.00	2nd Offense in Calendar Yr
	\$ 200.00	3rd and Each Additional Offense in Calendar Yr
Non-Payment Certification Fee	\$ 30.00	
Zoning Maps	\$ 5.00	Large or Colored
Zoning Ordinance	\$ 25.00	

### FIRE REGULATIONS

Annual Permit for Sale of Consumer Fireworks	\$ 350.00	Exclusive Retail Seller
	\$ 100.00	In Conjunction with Existing Retail Store
Burning Permit	\$ 50.00	
Day Care/Foster Care Inspection	\$ 50.00	
False Fire Alarms	\$ -	/Alarm (1-3) in Calendar Yr
	\$ 100.00	/Alarm (4-10) in Calendar Yr
	\$ 200.00	/Alarm (11+) in Calendar Yr
Fire Watch	\$ 50.00	/Hour
Fireworks Display Permit	\$ 100.00	
Food Truck Inspection	\$ 50.00	
Inspection Outside Business Hours	\$ 75.00	/Hour (2 Hour Minimum)

### POLICE FEES

Copy of Report	\$ -	To Subject of Data up to 3 Pages
	\$ 1.00	4th Page
	\$ 0.25	/Page 5-100 Pages
Copy of Report – Mail In	\$ 4.00	Up to 4 Pages
	\$ 0.25	/Page Thereafter
Vehicle Lockouts	\$ -	No Fee
Clearance Letter	\$ 15.00	
Fingerprinting	\$ 15.00	By Appointment
<del>Photographs</del>	<del>\$ 25.00</del>	<del>Plus Developing Costs</del>
Digital Photographs	\$ 25.00	Up to 16gb Flash Drive
Other Digital Documentation/Video	\$ 50.00	Up to 16gb Flash Drive
	<del>\$ 25.00</del>	<del>Up to 16gb Flash Drive</del>
False <del>Police</del> Alarms	\$ -	/Alarm (1-3) in Calendar Yr
	\$ 52.50	/Alarm (4-10) in Calendar Yr
	\$ 105.00	/Alarm (11+) in Calendar Yr
Vehicle Forfeiture Fee	\$ 300.00	/Vehicle
	<del>\$ 100.00</del>	<del>/Vehicle</del>
Dangerous Dog Registration	\$ 255.00	/Year

### RENTALS & RESERVATIONS

Civic Complex Room Reservations		
Non-Residents & Businesses - Up to 4 Hours	\$ 100.00	
Non-Residents & Businesses - Up to 8 Hours	\$ 200.00	
Field Rental		
Baseball/Softball Drag Only	\$ 25.00	/Evening

Baseball/Softball Drag & Chalk  
Picnic Shelter Reservation

\$ 50.00 /Evening  
\$ 25.00  
~~\$~~ Residents  
~~\$ 25.00~~ Non-Resident

**BUILDING - CONSTRUCTION UTILITES**

**Building Permit Fee Schedule**

Building Permit Fees shall be based on the Fee Table.  
Fire Suppression Permit Fee shall be based on Fee Table.

Minimum fee of \$73.00 for all permits.

~~Minimum fee of \$69.00 for all permits.-~~

**Fee Table**

Total Valuation	Fee
\$1.00 to \$1,360.00	\$73.00 <del>\$69.00</del>
\$1,361.00 to \$2,000.00	\$23.50 for the first \$500.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00. Min. Fee \$73.00 <del>\$69.00</del>
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.25 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.15 for each additional \$1,000.00, or fraction thereof

**Other Inspections and Fees**

Work Commencing Before Permit Issuance	Double Permit Fee
Erosion Control Inspection Fee	
Single, Two-Family, Townhomes up to 8 Units,	\$ 160.00
Multi-Family > 8 Units	
Commercial, Industrial, and Institutional	Determined by Separate Agreement
Change of Use/Occupancy Inspections	\$ 73.00 /Trip <del>\$ 69.00 /Trip</del>
Inspections Outside of Normal Business Hours	\$ 73.00 /Hour* <del>\$ 69.00 /Hour*</del>
Re-Inspection Fee	\$ 73.00 /Trip <del>\$ 69.00 /Trip</del>
Inspections for which no fee is specifically designed	\$ 73.00 /Trip <del>\$ 69.00 /Trip</del>
Additional Plan Review Required by Changes, Additions, or Revisions	\$ 73.00 /Hour** <del>\$ 69.00 /Hour**</del>
For use of outside consultants for plan checking and	

	Actual Cost***
inspections, or both	
Plan Review Fee	
a. 65% of the Building Permit Fee	
b. 25% of the Building Permit Fee for review of similar plans (Master Plan) in a 12 month period	
Easement Encroachment Fee	County Recording Fee plus \$25.00
Antenna, City Owned Property	\$ 250.00 Plus \$6,000 Escrow
Antenna, Private Property	See Building Fee Table
Accessory Building Permit: 200 sq. ft. or under in size	\$ 73.00 <del>\$ 69.00</del>
Accessory Building Permit: over 200 sq. ft. in size	See Building Fee Table
Fence Permit: 6 feet or under in height	\$ 73.00 <del>\$ 69.00</del>
Fence Permit: over 6 feet in height	See Building Fee Table
Grading Permit	\$ 160.00
Grading Permit Escrow Deposit (if not included in Dev. Contract)	\$ 300.00
Roofing Permit	\$ 106.00
Siding Permit	\$ 106.00
Swimming Pool Permit	\$ 160.00 In Ground \$ 106.00 Above Ground
Window/Door Replacement Permit	\$ 79.00 /Unit (max \$158.00)
Retaining Wall Permit	\$ 73.00 <del>\$ 69.00</del>
Mechanical (HVAC) permit: Gas Fireplace	\$ 73.00 Plus \$34.50 for Each Additional Fireplace <del>\$ 69.00 Plus \$34.50 for Each Additional Fireplace</del>
Mechanical (HVAC) Permit: Residential	\$ 73.00 Except New Construction Includes AC/Furnace Combined <del>\$ 69.00 Except New Construction Includes AC/Furnace Combined</del>
Mechanical (HVAC) Fee: New Construction Residential	\$ 158.00 Does Not Include Fireplaces
Mechanical (HVAC) Permit: Commercial	2% of the Contract Price (\$73.00 <del>\$69.00</del> Minimum Fee)
Manufactured Home Permits	\$ 250.00
Plumbing Permit	\$ 11.00 /Fixture (\$73.00 Min. Fee) <del>/Fixture (\$69.00 Min. Fee)</del>
Sewer Connection Inspection Fee	\$ 200.00
Water Connection Inspection Fee	\$ 250.00
Contractor License Verification	\$ 5.00 /Permit
Contractor Lead Certification Verification	\$ 5.00 /Permit
Contractor License	\$ 50.00
Metropolitan Council SAC (Sewer Availability Charge)	Per Met Council
Water Meter	City Cost plus \$50.00
MXU Unit	City Cost plus \$50.00
Water Meter + MXU Unit	City Cost plus \$50.00
Touch Pad	\$ 18.00
Curb Stop Covers	\$ 70.00
Septic Installation or Repair Permit	\$ 250.00
Septic Pumping Permit	\$ 10.00
Demolition Permit	\$ 73.00 <del>\$ 69.00</del>

Lawn Sprinkler/Irrigation System Permit	\$ 73.00
	<del>\$ 69.00</del>
Irrigating or Watering of New Landscaping Permit (Sod or Seed)	\$ - No Fee
Driveway Replacement Permit	\$ 73.00
	<del>\$ 69.00</del>
Sign Permit: Existing Billboard	\$ 85.00 /Year
Sign Permit: Permanent	See Building Fee Table
Sign Permit: Sandwich Board	\$ 25.00
Sign Permit: Temporary (portable/banner)	\$ 25.00 /Term
Storm Pond Aeration Permit	\$ 150.00

Fee Refund – Per applicant request, City staff may refund permit fees up to 80% for voided permits. Plan review fees and state surcharge fees are non-refundable. No refund shall be provided if permit has expired.

All permits issued are subject to applicable State surcharge fees.

- \* Inspections made outside of normal business hours is a three-hour minimum charge.
- \*\* Or the total hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved.
- \*\*\* Actual costs include administrative and overhead costs.

An escrow may be required, as determined by the City Engineer, to cover all costs incurred by the City for plan revision and construction observation.

### **ESCROW DEPOSITS**

In order to obtain a Certificate of Occupancy, escrow deposits shall be collected if exterior work cannot be completed due to inclement weather, as determined by City Staff, whereupon a Temporary Certificate of Occupancy would be issued subject to the execution of an escrow agreement and payment thereof. Any unfinished work must be completed within six months (weather permitting) from the date of issuance. The following escrow amounts are hereby established:

- a. Driveway - \$1,000.00
- b. Exterior Concrete - \$1,000.00
- c. As-built Surveys - \$1,000.00
- d. Stucco (final coat only) - \$1,000.00
- e. Garage Floor - \$1,000.00
- f. Landscaping - \$2,500.00 (landscaping may be escrowed year-round per City Staff)
- g. Other – Determined by City staff at a rate of 125% of the actual improvement costs

Escrow deposits will be charged a \$100.00 non-refundable administrative fee.

Escrow deposits can be submitted through one of the following procedures:

- a. Escrow can be paid to the City upon execution of an agreement signed by both the payee and the City.
- b. The title company or lending institution can hold the escrow upon execution of an agreement signed by both the title company or lending institution and the City.

A partial release, of a multi-item escrow, will be charged a \$75.00 non-refundable administrative fee.

### **RIGHT-OF-WAY MANAGEMENT**

Excavation Permit Fees	
Hole (includes administration, plan review, inspection, testing and mapping)	\$ 125.00
Trench (includes administration, plan review, inspection, testing & mapping)	\$ 70.00 /100 Lineal Feet plus Hole Fee
Obstruction Permit Fee	
Includes administration, recording, review & inspection	\$ 50.00 <del>Plus \$0.50/ Lineal Foot</del> <del>Plus \$0.05/ Lineal Foot</del>
Permit Extension Fee	
Includes administration, recording & review	\$ 55.00
Delay Penalty	
For up to three days of non-completion and non-prior notice before specified date. After three days an additional charge of \$10.00 per day will be levied.	\$ 60.00

Degradation Fee

Degradation Fee Formula:

This formula covers degradation for depreciation caused by intrusion into the right-of-way. The depreciation applies to the original surface of the right-of-way and to the overlays and seal-coats applied to the surface. The formula includes life expectancy schedules for each and has an estimated cost per square yard based on the quality of the right-of-way surface required for different levels of traffic. This formula creates a degradation fee which is determined by the cost per square yard for street, overlay, and seal-coat, multiplied by the depreciation schedule, multiplied by the area of the street patch.

Degradation Fee:

(cost per square yard for street overlay and seal-coat x depreciation schedule rates) x area of street patch = degradation fee

**UTILITY FEES**

Water Utility Rates

Residential

Base Fee	\$ 20.00 /Quarter/REU*
	<del>\$ 15.00 /Quarter/REU*</del>
Consumption Fee	
0 - 20,000 Gallons	\$ 2.10 /Thousand Gallons
	<del>\$ 2.02 /Thousand Gallons</del>
20,001 - 40,000 Gallons	\$ 2.34 /Thousand Gallons
	<del>\$ 2.25 /Thousand Gallons</del>
40,001 - 80,000 Gallons	\$ 2.92 /Thousand Gallons
	<del>\$ 2.81 /Thousand Gallons</del>
80,001 - 120,000 Gallons	\$ 3.51 /Thousand Gallons
	<del>\$ 3.37 /Thousand Gallons</del>
Over 120,000 Gallons	\$ 4.09 /Thousand Gallons
	<del>\$ 3.94 /Thousand Gallons</del>

Non-Residential

Base Fee	\$ 20.00 /Quarter/REU*
	<del>\$ 15.00 /Quarter/REU*</del>
Consumption Fee	
0 - 20,000 Gallons	\$ 2.10 /Thousand Gallons
	<del>\$ 2.02 /Thousand Gallons</del>



20,001 - 40,000 Gallons	\$ 2.34 /Thousand Gallons
	<del>\$ 2.25 /Thousand Gallons</del>
Over 40,000 Gallons	\$ 2.64 /Thousand Gallons
	<del>\$ 2.54 /Thousand Gallons</del>

Non-Residential Irrigation\*\*

Consumption Fee

0 - 40,000 Gallons	\$ 2.92 /Thousand Gallons
	<del>\$ 2.81 /Thousand Gallons</del>
40,001 - 80,000 Gallons	\$ 3.51 /Thousand Gallons
	<del>\$ 3.37 /Thousand Gallons</del>
Over 80,000 Gallons	\$ 4.11 /Thousand Gallons
	<del>\$ 3.95 /Thousand Gallons</del>

\*REU = a residential equivalent connection:

1. Residential - a single housing unit
2. Non-Residential - per Met Council Service Availability Charge Procedures Manual

\*\*Non-Residential users with irrigation systems that do not have a separate irrigation meter will be charged at residential rates until such time that a separate irrigation meter is installed and inspected.

Sewer Utility Rates

Metered Sewer

Base Fee	\$ 59.98 /Quarter/REU*
	<del>\$ 58.52 /Quarter/REU*</del>

Consumption Fee

Over 10,000 Gallons (based on winter average)	\$ 1.15 /Thousand Gallons
	<del>\$ 1.12 /Thousand Gallons</del>

Flat Sewer

	\$ 70.75 /Quarter/REU*
	<del>\$ 69.02 /Quarter/REU*</del>

\*REU = a residential equivalent connection:

1. Residential - a single housing unit
2. Non-Residential - per Met Council Service Availability Charge Procedures Manual

Storm Water Utility Rates

Quarterly Base Rate

Residential Fee	\$ 12.00 /Parcel
Non-Residential Fee	\$ 175.00 /Acre of Impervious (\$12.00 minimum)

Late Penalty

10% of Unpaid Balance, Assessed per Billing Cycle

Non-Payment Certification Fee	\$ 30.00
Meter Testing (Our Cost, Delivered to Minneapolis)	\$ 100.00 5/8" - 3/4" Meter Test
	\$ 150.00 1" Meter Test
	\$ 250.00 1-1/2" - 2" Meter Test
Water Meter Rental	\$ 600.00 Deposit
	\$ 25.00 /Month

Additional Accessories	\$ 25.00 /Month
Water Usage Fee	\$ 5.00 /Thousand Gallons
Water Use Violation	\$ 25.00 1st Violation
	\$ 50.00 2nd and Subsequent Violations

City Trunk Utility Connection Fees - 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. Residential trunk charges are based on one unit per dwelling unit. Commercial/Industrial/Institutional (CII) trunk charges are based on a factor of 2.92 units per acre.

Sanitary Sewer	\$ 1,737.00 /Unit
	<del>\$ 1,695.00 /Unit</del>
Water	\$ 2,496.00 /Unit
	<del>\$ 2,435.00 /Unit</del>

Availability Charge

For residential properties, the availability charge shall be paid at the time of subdivision approval or at the time of hook-up, whichever is first. Commercial/Industrial/Institutional 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). Residential uses shall be assigned one unit per dwelling unit unless otherwise noted by MCES.

City Sewer (CSAC)	\$ 1,626.00 /SAC Unit
	<del>\$ 1,586.00 /SAC Unit</del>
City Water (CWAC)	\$ 1,570.00 /SAC Unit
	<del>\$ 1,532.00 /SAC Unit</del>

The Lateral Service Connection Fee shall be in addition to the City Trunk Utility Connection Fees.

Lateral Service Connection Fees

If the lot or tract of land, or portion thereof, to be served by a lateral connection has not been assessed for the cost of construction, then the applicant shall pay, upon hook-up, a lateral connection in accordance with Resolution No. 02-149 (Bisel Amendment) based on the following front foot charges:

Sanitary Sewer	\$ 77.20 /Front Foot
	<del>\$ 75.30 /Front Foot</del>
Watermain	\$ 73.00 /Front Foot
	<del>\$ 71.20 /Front Foot</del>

Vacant Buildings: Owners of a commercial/industrial building(s) connected to City water and/or sewer utilities that are vacant due to business closures or other reasons may apply to have the number of billed REU's reduced to one (1) REU for purposes of calculating utility fees effective from the date the building(s) were vacated for as long as the building(s) remain unoccupied. When the building(s) again becomes occupied the owner must inform the City of such occupation, at which time the number of REU's will be determined and utility fees assessed according to the current fee structure. (*Ordinance No. 06-13, passed 8-26-13*)

REU = a residential equivalent connection:

1. Residential – a single housing unit
2. Non-Residential REU = per Met Council Service Availability Charge Procedures Manual

Surface Water Management

	Single/Two Family Lots	Multi Family Lots	Commercial/Industrial/ Institutional Property
Fee Charge per Acre of Development	\$7,924.00	\$10,657.00	\$11,804.00
<del>Fee Charge per Acre of Development</del>	<del>\$7,731.00</del>	<del>\$10,397.00</del>	<del>\$11,516.00</del>

Fees are based on developable land in accordance with the policy provisions established in Resolution No. 92-70. Credits may be earned for sub-watershed trunk improvements.

**CULVERT PRICES**

All culvert prices are based on market prices and include tax & delivery and 15% administration fee.

**LAND USE**

**Fees**

Alternative Urban Area-wide Review (I-35E AUAR)	\$ 300.00 /Acre
To be charged at the time of land use approval for projects within the I-35E Corridor AUAR area that require preliminary plats; conditional use permits; site and building plans; and planned unit developments. Once paid, the same land will not be charged again.	
Administrative Permit	\$ 73.00
	<del>\$ 69.00</del>
(no fee for Transient Merchant if issued by City Clerk)	
Zoning Confirmation Letter	\$ 50.00

**Escrow Deposits (Application Fee Required With Each Submittal)**

Application Fee	\$ 200.00
Comprehensive Plan Amendment	\$ 3,000.00 40 Acres or Less
	\$ 5,000.00 Over 40 Acres
Conditional Use Permit	\$ 1,000.00 Residential/Rural
	\$ 7,500.00 Commercial/Industrial/ Institutional
Environmental Assessment Worksheet	\$ 10,000.00
Interim Use Permit	\$ 7,500.00
Ordinance Amendment	
Map Amendment (Rezone)	\$ 1,500.00 40 Acres or Less
	\$ 5,000.00 Over 40 Acres
Text Amendment	\$ 1,500.00
Planned Unit Development	\$ 3,000.00 General Concept Plan
	\$ 12,500.00 Development Stage Plan
	\$ 7,500.00 Final Plan
Site Plan Review	\$ 7,500.00
Subdivision	
Concept Plan Review	\$ 1,500.00
Minor Subdivision	\$ 3,000.00
Preliminary Plat	\$ 5,000.00 Less than 5 Acres
	\$ 7,500.00 5-40 Acres

	\$ 12,500.00	Over 40 Acres
Final Plat	\$ 1,500.00	Less than 5 Acres
	\$ 5,000.00	5-40 Acres
	\$ 7,500.00	Over 40 Acres
Vacation (Street, Utility, Drainage)	\$ 1,500.00	
Variance or appeal	\$ 750.00	

An escrow account shall be established as indicated above to cover all expenses incurred by the City as part of the plan review. In the case of applications including multiple requests the highest escrow deposit amount will be the only one initially required. The applicant is responsible for all costs incurred by the City during plan review. If the escrow account drops below 10% of the original deposit amount the City will require the submittal of an additional escrow deposit sufficient to cover any anticipated expenses. Upon City determination that the project is complete or expired, the City will return the remaining escrow deposit to the applicant.

**DEVELOPMENT FEES**

GIS Mapping Fee	\$ 90.00	/Lot
Park Dedication		
Commercial/Industrial/Assisted-Living/Skilled Nursing	\$ 2,600.00	/Acre
Residential	\$ 3,300.00	/Unit
Tree Preservation Mitigation Fee	\$ 600.00	/Tree
	<del>\$ 485.00</del>	<del>/Tree</del>
Street Lighting Operation Fee (New Development)	\$ 120.00	/Light (\$8/mo/light x 15 months)

**ECONOMIC DEVELOPMENT ASSISTANCE**

Tax Increment Financing or Tax Abatement	\$ 10,000.00	Escrow Deposit
Tax Exempt Financing	\$ 2,500.00	Application Fee, plus 1% Administration Fee

**STAFF TIME**

Staff time for chargeable event/projects shall be charged as the employee’s hourly rate of pay plus benefits plus calculated overhead costs (when applicable). Overtime will be charged at 1.5 times the calculated hourly rate.

**LATE FEE**

Late penalty fee: a late charge of 10% or \$25.00, whichever is greater, will be charged for fees not paid when due.

**Section 2. Effective Date of Ordinance.** 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 13th day of November, 2023.

ATTEST: BY: \_\_\_\_\_  
 Rob Rafferty, Mayor

\_\_\_\_\_  
 Jolleen Chaika, City Clerk

<b>1st Reading:</b> October 23, 2023	<b>Publication:</b> November 21, 2023
<b>2nd Reading:</b> November 13, 2023	<b>Effective:</b> January 1, 2024

**City of Lino Lakes  
Ordinance No. 14-23**

**An Ordinance Adopting the 2024 City of Lino Lakes Fee Schedule and Providing for the Issuance of Licenses, Permits and Collection of Fees Thereof; Repeals All Ordinances, Parts of Ordinances and Previous Fee Schedules that Conflict Therewith.**

The City Council of Lino Lakes ordains:

**Section 1. Findings.** Pursuant to Minnesota Law, the Lino Lakes City Charter, and the Lino Lakes City Code, and upon a review of a study conducted by City Staff, a fee schedule for City services and licensing is hereby adopted as follows:

**2024 FEE SCHEDULE**

**ALCOHOLIC BEVERAGES**

3.2 Beer Off-Sale	\$ 200.00 /Year
3.2 Beer On-Sale	\$ 300.00 /Year
3.2 Beer On-Sale Temporary	\$ 50.00 Plus \$5.00/Day
Club License	\$ 300.00 /Year
Liquor License Investigation (Initial Application Only)	\$ 267.75 1 or 2 \$ 471.75 3+
Liquor License On-Sale	\$ 4,500.00 /Year
Liquor License Off-Sale	\$ 200.00 /Year
Liquor Temporary Permit	\$ 50.00
Wine License	\$ 500.00 /Year
Sunday Liquor	\$ 200.00 /Year
On-Sale Brewer Taproom	\$ 500.00 /Year
Off-Sale Growler	\$ 200.00 /Year

**AMUESMENT & COMMERCIAL RECREATION**

Cabaret License	\$ 35.00
Dances	\$ 200.00 /Year
Gambling Permit Application	\$ 10.00

## **BUSINESS & MISCELLANEOUS**

Assessment Search Fee	\$	20.00	/Search
Background Check Fee	\$	35.00	/Background
Dog Kennel - Private	\$	20.00	/Year
Dog Kennel – Commercial	\$	105.00	/Year
Dog License Male/Female	\$	11.00	Not Spayed or Neutered
	\$	6.00	Spayed or Neutered
Cannabinoid License Investigation (Initial Application Only)	\$	267.75	1 or 2
	\$	471.75	3+
Cannabinoid License	\$	250.00	/Year
Copies: Per Page	\$	-	/Page (1-10 Pages)
	\$	0.25	/Page (11-100 Pages)
	Actual Cost		100+ Pages
Copies: New Resident Labels	\$	5.00	/Month Flat Fee
Copies: Large Scale (>11”x17”)	\$	0.50	/Square Foot
City Charter	\$	-	First Copy
	\$	10.00	Each Additional Copy
City Code Book	\$	75.00	
City Map	\$	2.50	
Comp. Plan	\$	55.00	
CD or DVD	\$	7.00	
Election Filing Fee	\$	5.00	
Fax Charge	\$	-	1-10 Pages
	\$	0.25	/Page 11+ Pages
Garbage Hauler License	\$	100.00	First Truck
	\$	45.00	Each Additional Truck
Overweight Permit	\$	50.00	
Pawn Shop Class A	\$	10,000.00	
Pawn Shop Class B	\$	7,000.00	
Class A Secondhand Goods Dealer	\$	720.00	
Class B Secondhand Goods Dealer	\$	105.00	
Class C Secondhand Goods Dealer	\$	-	No Fee
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	\$	75.00	Each Additional Hour
Additional Admin Fee	\$	100.00	2nd Offense in Calendar Yr
	\$	200.00	3rd and Each Additional Offense in Calendar Yr
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Zoning Maps	\$	5.00	Large or Colored
Zoning Ordinance	\$	25.00	

## **FIRE REGULATIONS**

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False Fire Alarms	\$	-	/Alarm (1-3) in Calendar Yr
	\$	100.00	/Alarm (4-10) in Calendar Yr
	\$	200.00	/Alarm (11+) in Calendar Yr
Fire Watch	\$	50.00	/Hour
Fireworks Display Permit	\$	100.00	
Food Truck Inspection	\$	50.00	
Inspection Outside Business Hours	\$	75.00	/Hour (2 Hour Minimum)

## **POLICE FEES**

Copy of Report	\$	-	To Subject of Data up to 3 Pages
	\$	1.00	4th Page
	\$	0.25	/Page 5-100 Pages
Copy of Report – Mail In	\$	4.00	Up to 4 Pages
	\$	0.25	/Page Thereafter
Vehicle Lockouts	\$	-	No Fee
Clearance Letter	\$	15.00	

Fingerprinting	\$	15.00	By Appointment
Digital Photographs	\$	25.00	Up to 16gb Flash Drive
Other Digital Documentation/Video	\$	50.00	Up to 16gb Flash Drive
False Police Alarms	\$	-	/Alarm (1-3) in Calendar Yr
	\$	52.50	/Alarm (4-10) in Calendar Yr
	\$	105.00	/Alarm (11+) in Calendar Yr
Vehicle Forfeiture Fee	\$	300.00	/Vehicle
Dangerous Dog Registration	\$	255.00	/Year

## **RENTALS & RESERVATIONS**

Civic Complex Room Reservations			
Non-Residents & Businesses - Up to 4 Hours	\$	100.00	
Non-Residents & Businesses - Up to 8 Hours	\$	200.00	
Field Rental			
Baseball/Softball Drag Only	\$	25.00	/Evening
Baseball/Softball Drag & Chalk	\$	50.00	/Evening
Picnic Shelter Reservation	\$	25.00	

## **BUILDING - CONSTRUCTION UTILITES**

### **Building Permit Fee Schedule**

Building Permit Fees shall be based on the Fee Table.

Fire Suppression Permit Fee shall be based on Fee Table.

Minimum fee of \$73.00 for all permits.

### **Fee Table**

<b>Total Valuation</b>	<b>Fee</b>
\$1.00 to \$1,360.00	\$73.00
\$1,361.00 to \$2,000.00	\$23.50 for the first \$500.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00. Min. Fee \$73.00
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.25 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.15 for each additional \$1,000.00, or fraction thereof



## Other Inspections and Fees

Work Commencing Before Permit Issuance	Double Permit Fee
Erosion Control Inspection Fee	
Single, Two-Family, Townhomes up to 8 Units,	\$ 160.00
Multi-Family > 8 Units	
Commercial, Industrial, and Institutional	Determined by Separate Agreement
Change of Use/Occupancy Inspections	\$ 73.00 /Trip
Inspections Outside of Normal Business Hours	\$ 73.00 /Hour*
Re-Inspection Fee	\$ 73.00 /Trip
Inspections for which no fee is specifically designed	\$ 73.00 /Trip
Additional Plan Review Required by Changes, Additions, or Revisions	\$ 73.00 /Hour**
For use of outside consultants for plan checking and inspections, or both	Actual Cost***
Plan Review Fee	
a. 65% of the Building Permit Fee	
b. 25% of the Building Permit Fee for review of similar plans (Master Plan) in a 12 month period	
Easement Encroachment Fee	County Recording Fee plus \$25.00
Antenna, City Owned Property	\$ 250.00 Plus \$6,000 Escrow
Antenna, Private Property	See Building Fee Table
Accessory Building Permit: 200 sq. ft. or under in size	\$ 73.00
Accessory Building Permit: over 200 sq. ft. in size	See Building Fee Table
Fence Permit: 6 feet or under in height	\$ 73.00
Fence Permit: over 6 feet in height	See Building Fee Table
Grading Permit	\$ 160.00
Grading Permit Escrow Deposit (if not included in Dev. Contract)	\$ 300.00
Roofing Permit	\$ 106.00
Siding Permit	\$ 106.00
Swimming Pool Permit	\$ 160.00 In Ground
	\$ 106.00 Above Ground
Window/Door Replacement Permit	\$ 79.00 /Unit (max \$158.00)
Retaining Wall Permit	\$ 73.00
Mechanical (HVAC) permit: Gas Fireplace	\$ 73.00 Plus \$34.50 for Each Additional Fireplace
Mechanical (HVAC) Permit: Residential	\$ 73.00 Except New Construction Includes AC/Furnace Combined
Mechanical (HVAC) Fee: New Construction Residential	\$ 158.00 Does Not Include Fireplaces
Mechanical (HVAC) Permit: Commercial	2% of the Contract Price (\$73.00 Minimum Fee)

Manufactured Home Permits	\$	250.00
Plumbing Permit	\$	11.00 /Fixture (\$73.00 Min. Fee)
Sewer Connection Inspection Fee	\$	200.00
Water Connection Inspection Fee	\$	250.00
Contractor License Verification	\$	5.00 /Permit
Contractor Lead Certification Verification	\$	5.00 /Permit
Contractor License	\$	50.00
Metropolitan Council SAC (Sewer Availability Charge)	Per Met Council	
Water Meter	City Cost plus	\$50.00
MXU Unit	City Cost plus	\$50.00
Water Meter + MXU Unit	City Cost plus	\$50.00
Touch Pad	\$	18.00
Curb Stop Covers	\$	70.00
Septic Installation or Repair Permit	\$	250.00
Septic Pumping Permit	\$	10.00
Demolition Permit	\$	73.00
Lawn Sprinkler/Irrigation System Permit	\$	73.00
Irrigating or Watering of New Landscaping Permit (Sod or Seed)	\$	- No Fee
Driveway Replacement Permit	\$	73.00
Sign Permit: Existing Billboard	\$	85.00 /Year
Sign Permit: Permanent	See Building Fee Table	
Sign Permit: Sandwich Board	\$	25.00
Sign Permit: Temporary (portable/banner)	\$	25.00 /Term
Storm Pond Aeration Permit	\$	150.00

Fee Refund – Per applicant request, City staff may refund permit fees up to 80% for voided permits. Plan review fees and state surcharge fees are non-refundable. No refund shall be provided if permit has expired.

All permits issued are subject to applicable State surcharge fees.

- \* Inspections made outside of normal business hours is a three-hour minimum charge.
- \*\* Or the total hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved.
- \*\*\* Actual costs include administrative and overhead costs.

An escrow may be required, as determined by the City Engineer, to cover all costs incurred by the City for plan revision and construction observation.

### **ESCROW DEPOSITS**

In order to obtain a Certificate of Occupancy, escrow deposits shall be collected if exterior work cannot be completed due to inclement weather, as determined by City Staff, whereupon a Temporary Certificate of

Occupancy would be issued subject to the execution of an escrow agreement and payment thereof. Any unfinished work must be completed within six months (weather permitting) from the date of issuance. The following escrow amounts are hereby established:

- a. Driveway - \$1,000.00
- b. Exterior Concrete - \$1,000.00
- c. As-built Surveys - \$1,000.00
- d. Stucco (final coat only) - \$1,000.00
- e. Garage Floor - \$1,000.00
- f. Landscaping - \$2,500.00 (landscaping may be escrowed year-round per City Staff)
- g. Other – Determined by City staff at a rate of 125% of the actual improvement costs

Escrow deposits will be charged a \$100.00 non-refundable administrative fee.

Escrow deposits can be submitted through one of the following procedures:

- a. Escrow can be paid to the City upon execution of an agreement signed by both the payee and the City.
- b. The title company or lending institution can hold the escrow upon execution of an agreement signed by both the title company or lending institution and the City.

A partial release, of a multi-item escrow, will be charged a \$75.00 non-refundable administrative fee.

**RIGHT-OF-WAY MANAGEMENT**

Excavation Permit Fees

Hole (includes administration, plan review, inspection, testing and mapping)	\$	125.00
Trench (includes administration, plan review, inspection, testing & mapping)	\$	70.00 /100 Lineal Feet plus Hole Fee

Obstruction Permit Fee

Includes administration, recording, review & inspection	\$	50.00 Plus \$0.50/ Lineal Foot
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Permit Extension Fee

Includes administration, recording & review	\$	55.00
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Delay Penalty

For up to three days of non-completion and non-prior notice before specified date. After three days an additional charge of \$10.00 per day will be levied.	\$	60.00
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Degradation Fee

Degradation Fee Formula:

This formula covers degradation for depreciation caused by intrusion into the right-of-way. The depreciation applies to the original surface of the right-of-way and to the

overlays and seal-coats applied to the surface. The formula includes life expectancy schedules for each and has an estimated cost per square yard based on the quality of the right-of-way surface required for different levels of traffic. This formula creates a degradation fee which is determined by the cost per square yard for street, overlay, and seal-coat, multiplied by the depreciation schedule, multiplied by the area of the street patch.

Degradation Fee:

(cost per square yard for street overlay and seal-coat x depreciation schedule rates) x area of street patch = degradation fee

**UTILITY FEES**

Water Utility Rates

Residential

Base Fee	\$	20.00	/Quarter/REU*
Consumption Fee			
0 - 20,000 Gallons	\$	2.10	/Thousand Gallons
20,001 - 40,000 Gallons	\$	2.34	/Thousand Gallons
40,001 - 80,000 Gallons	\$	2.92	/Thousand Gallons
80,001 - 120,000 Gallons	\$	3.51	/Thousand Gallons
Over 120,000 Gallons	\$	4.09	/Thousand Gallons

Non-Residential

Base Fee	\$	20.00	/Quarter/REU*
Consumption Fee			
0 - 20,000 Gallons	\$	2.10	/Thousand Gallons
20,001 - 40,000 Gallons	\$	2.34	/Thousand Gallons
Over 40,000 Gallons	\$	2.64	/Thousand Gallons

Non-Residential Irrigation\*\*

Consumption Fee			
0 - 40,000 Gallons	\$	2.92	/Thousand Gallons
40,001 - 80,000 Gallons	\$	3.51	/Thousand Gallons
Over 80,000 Gallons	\$	4.11	/Thousand Gallons

\*REU = a residential equivalent connection:

1. Residential - a single housing unit
2. Non-Residential - per Met Council Service Availability Charge Procedures Manual

\*\*Non-Residential users with irrigation systems that do not have a separate irrigation meter will be charged at residential rates until such time that a separate irrigation meter is installed and inspected.

## Sewer Utility Rates

### Metered Sewer

Base Fee	\$	59.98 /Quarter/REU*
Consumption Fee		
Over 10,000 Gallons (based on winter average)	\$	1.15 /Thousand Gallons

Flat Sewer	\$	70.75 /Quarter/REU*
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\*REU = a residential equivalent connection:

1. Residential - a single housing unit
2. Non-Residential - per Met Council Service Availability Charge Procedures Manual

## Storm Water Utility Rates

### Quarterly Base Rate

Residential Fee	\$	12.00 /Parcel
Non-Residential Fee	\$	175.00 /Acre of Impervious (\$12.00 minimum)

### Late Penalty

10% of Unpaid Balance, Assessed per Billing Cycle

### Non-Payment Certification Fee

\$ 30.00

### Meter Testing (Our Cost, Delivered to Minneapolis)

\$ 100.00	5/8" - 3/4" Meter Test
\$ 150.00	1" Meter Test
\$ 250.00	1-1/2" - 2" Meter Test

### Water Meter Rental

\$ 600.00	Deposit
\$ 25.00	/Month

### Additional Accessories

\$ 25.00 /Month

### Water Usage Fee

\$ 5.00 /Thousand Gallons

### Water Use Violation

\$ 25.00	1st Violation
\$ 50.00	2nd and Subsequent Violations

City Trunk Utility Connection Fees - 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. Residential trunk charges are based on one unit per dwelling unit.

Commercial/Industrial/Institutional (CII) trunk charges are based on a factor of 2.92 units per acre.

Sanitary Sewer	\$	1,737.00 /Unit
Water	\$	2,496.00 /Unit

Availability Charge

For residential properties, the availability charge shall be paid at the time of subdivision approval or at the time of hook-up, whichever is first. Commercial/Industrial/Institutional 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). Residential uses shall be assigned one unit per dwelling unit unless otherwise noted by MCES.

City Sewer (CSAC)	\$ 1,626.00 /SAC Unit
City Water (CWAC)	\$ 1,570.00 /SAC Unit

The Lateral Service Connection Fee shall be in addition to the City Trunk Utility Connection Fees.

Lateral Service Connection Fees

If the lot or tract of land, or portion thereof, to be served by a lateral connection has not been assessed for the cost of construction, then the applicant shall pay, upon hook-up, a lateral connection in accordance with Resolution No. 02-149 (Bisel Amendment) based on the following front foot charges:

Sanitary Sewer	\$ 77.20 /Front Foot
Watermain	\$ 73.00 /Front Foot

Vacant Buildings: Owners of a commercial/industrial building(s) connected to City water and/or sewer utilities that are vacant due to business closures or other reasons may apply to have the number of billed REU's reduced to one (1) REU for purposes of calculating utility fees effective from the date the building(s) were vacated for as long as the building(s) remain unoccupied. When the building(s) again becomes occupied the owner must inform the City of such occupation, at which time the number of REU's will be determined and utility fees assessed according to the current fee structure. (*Ordinance No. 06-13, passed 8-26-13*)

REU = a residential equivalent connection:

1. Residential – a single housing unit
2. Non-Residential REU = per Met Council Service Availability Charge Procedures Manual

Surface Water Management

	Single/Two Family Lots	Multi Family Lots	Commercial/Industrial/ Institutional Property
Fee Charge per Acre of Development	\$7,924.00	\$10,657.00	\$11,804.00

Fees are based on developable land in accordance with the policy provisions established in Resolution No. 92-70. Credits may be earned for sub-watershed trunk improvements.

## CULVERT PRICES

All culvert prices are based on market prices and include tax & delivery and 15% administration fee.

## LAND USE

### Fees

Alternative Urban Area-wide Review (I-35E AUAR)	\$	300.00 /Acre
To be charged at the time of land use approval for projects within the I-35E Corridor AUAR area that require preliminary plats; conditional use permits; site and building plans; and planned unit developments. Once paid, the same land will not be charged again.		
Administrative Permit (no fee for Transient Merchant if issued by City Clerk)	\$	73.00
Zoning Confirmation Letter	\$	50.00

### Escrow Deposits (Application Fee Required With Each Submittal)

Application Fee	\$	200.00
Comprehensive Plan Amendment	\$	3,000.00 40 Acres or Less
	\$	5,000.00 Over 40 Acres
Conditional Use Permit	\$	1,000.00 Residential/Rural
	\$	7,500.00 Commercial/Industrial/ Institutional
Environmental Assessment Worksheet	\$	10,000.00
Interim Use Permit	\$	7,500.00
Ordinance Amendment		
Map Amendment (Rezone)	\$	1,500.00 40 Acres or Less
	\$	5,000.00 Over 40 Acres
Text Amendment	\$	1,500.00
Planned Unit Development	\$	3,000.00 General Concept Plan
	\$	12,500.00 Development Stage Plan
	\$	7,500.00 Final Plan
Site Plan Review	\$	7,500.00
Subdivision		
Concept Plan Review	\$	1,500.00
Minor Subdivision	\$	3,000.00
Preliminary Plat	\$	5,000.00 Less than 5 Acres
	\$	7,500.00 5-40 Acres
	\$	12,500.00 Over 40 Acres

Final Plat	\$ 1,500.00	Less than 5 Acres
	\$ 5,000.00	5-40 Acres
	\$ 7,500.00	Over 40 Acres
Vacation (Street, Utility, Drainage)	\$ 1,500.00	
Variance or appeal	\$ 750.00	

An escrow account shall be established as indicated above to cover all expenses incurred by the City as part of the plan review. In the case of applications including multiple requests the highest escrow deposit amount will be the only one initially required. The applicant is responsible for all costs incurred by the City during plan review. If the escrow account drops below 10% of the original deposit amount the City will require the submittal of an additional escrow deposit sufficient to cover any anticipated expenses. Upon City determination that the project is complete or expired, the City will return the remaining escrow deposit to the applicant.

### **DEVELOPMENT FEES**

GIS Mapping Fee	\$ 90.00	/Lot
Park Dedication		
Commercial/Industrial/Assisted-Living/Skilled Nursing	\$ 2,600.00	/Acre
Residential	\$ 3,300.00	/Unit
Tree Preservation Mitigation Fee	\$ 600.00	/Tree
Street Lighting Operation Fee (New Development)	\$ 120.00	/Light (\$8/mo/light x 15 months)

### **ECONOMIC DEVELOPMENT ASSISTANCE**

Tax Increment Financing or Tax Abatement	\$ 10,000.00	Escrow Deposit
Tax Exempt Financing	\$ 2,500.00	Application Fee, plus 1% Administration Fee

### **STAFF TIME**

Staff time for chargeable event/projects shall be charged as the employee's hourly rate of pay plus benefits plus calculated overhead costs (when applicable). Overtime will be charged at 1.5 times the calculated hourly rate.

### **LATE FEE**

Late penalty fee: a late charge of 10% or \$25.00, whichever is greater, will be charged for fees not paid when due.



**Section 2. Effective Date of Ordinance.** 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 13th day of November, 2023.

BY:

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

ATTEST:

\_\_\_\_\_  
Jolleen Chaika, City Clerk

**CITY COUNCIL  
REGULAR MEETING STAFF REPORT  
AGENDA ITEM 3A**

**STAFF ORIGINATOR:** Meg Sawyer, Human Resources and Communications Manager

**MEETING DATE:** October 23, 2023

**TOPIC:** Consider Appointment of Part-Time Firefighter

**VOTE REQUIRED:** 3/5

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**INTRODUCTION**

The City Council is being asked to approve the appointment of Joshua Rouse to the Part-Time Firefighter position in the Public Safety Department.

**BACKGROUND**

Staff has completed the recruitment process, provided a conditional offer, and is recommending the approval of Joshua Rouse for the part-time position.

Rouse has completed Firefighter 1 & 2 as well as Hazardous Materials training and certification.

The starting wage for Rouse will be \$19.36 per hour which is the current Starting step for part-time firefighters.

With the Council's approval, Rouse would start in the Part-Time Firefighter position on October 30, 2023.

**RECOMMENDATION**

Please approve the appointment of Joshua Rouse to the Part-Time Firefighter position.

**ATTACHMENTS**

None

**CITY COUNCIL  
REGULAR MEETING STAFF REPORT  
AGENDA ITEM 6A**

**STAFF ORIGINATOR:** Andy Nelson, Environmental Coordinator  
Claire Knopf, Community Development Intern

**MEETING DATE:** October 23, 2023

**TOPIC:** Consider Ordinance No. 10-23 Amending City Code Section 904.08 Relating to Managed Natural Landscapes

**VOTE REQUIRED:** 3/5

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**INTRODUCTION**

Staff is requesting City Council consideration to amend City Code Chapter 904 to conform with Minn. Statutes § 412.925 regulating managed natural landscapes.

**BACKGROUND**

Effective July 1, 2023, Minnesota Statutes, section 412.925, mandates that cities allow for managed natural and native landscaping on all parcels. In response, the City is amending its local code and ordinances to conform with the statute. The statute states the following:

**Minn. Stat. § 412.925 – NATIVE LANDSCAPES**

(a) A statutory city or home rule charter city shall allow an owner, authorized agent, or authorized occupant of any privately-owned lands or premises to install and maintain a managed natural landscape. For purposes of this section, the following terms have the meanings given:

(1) "managed natural landscape" means a planned, intentional, and maintained planting of native or nonnative grasses, wildflowers, forbs, ferns, shrubs, or trees, including but not limited to rain gardens, meadow vegetation, and ornamental plants. Managed natural landscapes does not include turf-grass lawns left unattended for the purpose of returning to a natural state;

(2) "meadow vegetation" means grasses and flowering broad-leaf plants that are native to, or adapted to, the state of Minnesota, and that are commonly found in meadow and prairie plant communities, not including noxious weeds. "Noxious weed" has the meaning given in section 18.77, subdivision 8;

(3) "ornamental plants" means grasses, perennials, annuals, and groundcovers purposely planted for aesthetic reasons;

(4) "rain garden" means a native plant garden that is designed not only to aesthetically improve properties, but also to reduce the amount of stormwater and accompanying pollutants from entering streams, lakes, and rivers; and

**(5)** "turf-grass lawn" means a lawn composed mostly of grasses commonly used in regularly cut lawns or play areas, including but not limited to bluegrass, fescue, and ryegrass blends, intended to be maintained at a height of no more than eight inches.

**(b)** Managed natural landscapes may include plants and grasses that are in excess of eight inches in height and have gone to seed, but may not include any noxious weeds and must be maintained.

**(c)** Except as part of a managed natural landscape as defined in this section, any weeds or grasses growing upon any lot or parcel of land in a city to a greater height than eight inches or that have gone or are about to go to seed are prohibited.

Chapter 904 of the City Code, along with Chapter 1007.043 (Zoning Ordinance) currently establishes requirements for natural prairie restoration areas. The new statute is of broader scope than our current language and the City Attorney has recommended amendment to reference the statutory language. The language within the zoning ordinance will be amended through a separate process.

The Environmental Board reviewed the proposed ordinance on August 30, 2023 and recommended approval.

The Council approved the 1<sup>st</sup> Reading of Ordinance No. 10-23 at the October 9<sup>th</sup>, 2023 City Council meeting.

### **RECOMMENDATION**

Staff is recommending approval of Ordinance No. 10-23.

### **ATTACHMENTS**

1. Ordinance No. 10-23.

1 <sup>st</sup> Reading: 10/09/2023	Publication:
2 <sup>nd</sup> Reading: 10/23/2023	Effective:

**CITY OF LINO LAKES  
ORDINANCE NO. 10 -23**

**ORDINANCE AMENDING CITY CODE CHAPTER 904: WEEDS AND GRASS DECLARED TO  
BE A NUISANCE**

The City Council of Lino Lakes ordains:

Section 1. That Section 904.08 (2) of the Lino Lakes Code of Ordinances related to Weeds and Grass is hereby amended as follows:

(2) ~~Natural prairie restoration areas Native grasses indigenous to Minnesota, planted and maintained on any occupied lot or parcel of land, setback a minimum of 20 feet from the front property line as part of a garden or landscape treatment;~~ Managed Natural Landscapes as defined in Minnesota Statutes 412.925(a)(1)-(5).

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 23<sup>rd</sup> day of October, 2023.

BY: \_\_\_\_\_  
Rob Rafferty, Mayor

ATTEST:

\_\_\_\_\_  
Jolleen Chaika, City Clerk

**CITY COUNCIL  
REGULAR MEETING STAFF REPORT  
AGENDA ITEM 6B**

**STAFF ORIGINATOR:** Katie Larsen, City Planner

**MEETING DATE:** October 23, 2023

**TOPIC:** Consider 2<sup>nd</sup> Reading of Ordinance No. 13-23 Zoning Ordinance Text Amendment-General Updates

**VOTE REQUIRED:** 3/5

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**INTRODUCTION**

Ordinance No. 08-22 amending City Code Chapter 1007: Zoning Code was adopted in November 2022 and went into effect in January 2023. When administering a new zoning code, it is not uncommon to find language that needs to be amended or typos that need to be corrected.

The 1<sup>st</sup> reading of the ordinance was approved by Council on October 9, 2023.

The following is a summary of proposed zoning code amendments. Strikethrough is deleted text, underline is new text.

**BACKGROUND**

**Recreational Businesses**

The new ordinance only allows for indoor recreational businesses as permitted uses in the GB, General Business and LI, Light Industrial districts. Staff recommends these permitted uses also be allowed in all business districts and the GI, General Industrial district.

- *Proposed Amendment*

Section 1007.110 NB, Neighborhood Business District.

(6) *Permitted Uses.* The following are permitted uses in the NB District:

- (a) Adult use – accessory.

(b) Office business – clinic.

(c) Office business – general.

(d) Personal services (subject to any licensing requirements of City Code, County, or State).

(e) Recreational business contained entirely within the principal building.

~~(e)~~(f) Restaurants.

~~(f)~~(g) Retail business.

~~(g)~~(h) Service business – on-site.

~~(h)~~(i) Liquor sales: on-sale.

~~(i)~~(j) Community gardens operated by the City.

- *Proposed Amendment*

Section 1007.111 LB, Limited Business District.

(6) *Permitted Uses.* The following are permitted uses in the LB District:

(a) Adult use – accessory.

(b) Liquor sales – on and off sale.

(c) Office business – clinic.

(d) Office business – general.

(e) Personal services (subject to any licensing requirements of City Code, County, or State).

~~(e)~~(f) Recreational business contained entirely within the principal building.

~~(f)~~(g) Residential extended care facilities such as nursing homes.

~~(e)~~(h) Restaurants.

~~(h)~~(i) Retail business.

~~(i)~~(j) Service business – off-site.

~~(j)~~(k) Service business – on-site.

~~(k)~~(l) Community Gardens operated by the City.

- *Proposed Amendment*

Section 1007.121 GI, General Industrial District

(7) *Permitted Uses.* The following are permitted uses in the GI District:

- (a) Beverage production and bottling, including public tours of the facilities and gift shops containing merchandise directly related to the facility.
- (b) Building material sales.
- (c) Commercial (production) bakery.
- (d) Community gardens operated by the City.
- (e) Construction-related businesses, including contractor storage of equipment and building materials if enclosed within a building, but not storage yards.
- (f) Feed and seed sales.
- (g) Greenhouses, nurseries.
- (h) Indoor Self-Storage.
- (i) Laundry, dry cleaning or dying plant.
- (j) Manufacturing or assembly of a wide variety of products that produces no exterior noise, glare, fumes, noxious products, by-products, or wastes, or creates other objectionable impact on the environment, including the generation of large volumes of traffic.



(k) Mass transit terminals.

(l) Office business—clinic and general.

(m) Radio and television stations.

~~(m)~~(n) Recreational business contained entirely within the principal building.

~~(n)~~(o) Warehousing and distribution facilities, but not including trucking terminal or mini self-storage facilities.

~~(o)~~(p) Wholesale businesses/showrooms.

### **PSP, Public and Semi-Public Street Right-of-Way Parking Lot & Recreation Facilities Setback**

The new ordinance does not include a street parking lot setback. Staff recommends 15ft which is consistent with the business and industrial zoning districts. The ordinance also does not address recreation facility/athletic field setbacks. Staff recommends 15ft consistent with parking lot setbacks.

- *Proposed Amendment*

Section 1007.130 PSP, Public and Semi-Public District.

(2) *Lot and Setback Requirements.*

(c) *Setbacks.*

1. *From Street Right-of-Way.*

a. *Local or Minor Collector Street.* 50 feet.

b. *Major Collector or Arterial Street.* 50 feet.

c. *Parking Lot.* 15 feet.

~~b.~~d. *Recreation Facilities/Athletic Fields.* 15 feet.

## Data Centers

The new ordinance only allows data centers as permitted uses in the BC, Business Campus district. Staff recommends also allowing them in the LI, Light Industrial and GI, General Industrial districts.

- *Proposed Amendment*

Section 1007.120 Light Industrial District.

(7) *Permitted Uses.* The following are permitted uses in the LI District:

(a) Beverage production and bottling, including public tours of the facilities and gift shops containing merchandise directly related to the facility.

(b) Building material sales.

(c) Carpet and rug cleaning.

(d) Community gardens operated by the City.

(e) Construction-related businesses, including contractor storage of equipment and building materials if enclosed within a building, but not storage yards.

~~(e)~~(f) Data centers.

~~(f)~~(g) Feed and seed sales.

~~(g)~~(h) Greenhouses, nurseries.

~~(h)~~(i) Indoor Self-Storage.

~~(i)~~(j) Laundry, dry cleaning, or dyeing plant.

~~(j)~~(k) Manufacturing or assembly of a wide variety of products that produces no exterior noise, glare, fumes, noxious products, by-products, or wastes, or creates other objectionable impact on the environment, including the generation of large volumes of traffic.

~~(k)~~(l) Mass transit terminals.

~~(h)~~(m) Office business—clinic and general.

~~(m)~~(n) Radio and television stations.

~~(n)~~(o) Recreational business contained entirely within the principal building.

~~(e)~~(p) Research laboratories

~~(p)~~(q) Trade or business schools.

~~(q)~~(r) Warehousing and distribution facilities, but not including trucking terminal or mini self-storage facilities per City Code Section 1007.001(2).

~~(r)~~(s) Wholesale businesses/showrooms.

- *Proposed Amendment*

Section 1007.121 GI, General Industrial District.

(7) *Permitted Uses.* The following are permitted uses in the GI District:

(a) Beverage production and bottling, including public tours of the facilities and gift shops containing merchandise directly related to the facility.

(b) Building material sales.

(c) Commercial (production) bakery.

(d) Community gardens operated by the City.

(e) Construction-related businesses, including contractor storage of equipment and building materials if enclosed within a building, but not storage yards.

~~(e)~~(f) Data centers.

~~(f)~~(g) Feed and seed sales.

~~(g)~~(h) Greenhouses, nurseries.

~~(h)~~(i) Indoor Self-Storage.

~~(i)~~(j) Laundry, dry cleaning or dyeing plant.

~~(j)~~(k) Manufacturing or assembly of a wide variety of products that produces no exterior noise, glare, fumes, noxious products, by-products, or wastes, or creates other objectionable impact on the environment, including the generation of large volumes of traffic.

~~(k)~~(l) Mass transit terminals.

~~(l)~~(m) Office business—clinic and general.

~~(m)~~(n) Radio and television stations.

~~(n)~~(o) Warehousing and distribution facilities, but not including trucking terminal or mini self-storage facilities.

~~(o)~~(p) Wholesale businesses/showrooms.

### General Building and Use Provisions

The following general revisions need to be made to better clarify intent of the ordinance.

The Planning & Zoning Board recommended omitting the 4/12 roof pitch requirement stating many modern single family homes don't need to have a sloped roof. This change is reflected below.

- *Proposed Amendment*

Section 1007.043 General Building and Use Provisions.

(2) *Building Type and Construction.*

(a) *Single Family Detached Dwellings.* All single family detached dwellings shall meet the following design criteria:

1. All dwellings, including an attached garage, shall have permanent concrete, treated wood foundation, or other foundation anchoring system approved by the Building Official.

2. All dwellings, including an attached garage, shall have a minimum width of 24 feet at its narrowest point. Width measurement shall not take into account overhangs or other projections beyond the principal exterior walls.

3. All dwellings shall have a garage that is a minimum of 20 feet in width and has a minimum footprint of 520 square feet.

4. All dwellings, including an attached garage, with a sloped roof shall have a minimum 12 inch roof overhang and enclosed soffit.

5. All dwellings ~~and any attached garage~~, including an attached garage, ~~excluding porches~~, shall have a minimum ~~4/12 roof pitch and~~ with a sloped roof shall be covered with shingles or tiles or a standing seam metal roof.

6. All dwellings, including an attached garage, shall be built in compliance with the Minnesota State Building Code.

7. The exterior walls of all ~~single family~~ dwellings, including an attached garage, shall be similar in appearance to standard wood or masonry residential construction. Any metal siding ~~upon single family residence structures~~ on a dwelling, including an attached garage, shall have a vertical dimension no greater than 12 inches. Sheet metal siding shall not be permitted.

~~(d)~~

~~(e)~~(d) *Commercial, Industrial, and Institutional*. All buildings constructed on land within commercial, industrial, public and semi-public zoning districts, and all institutional buildings (such as public, education, and religious buildings) in residential and rural zoning districts shall conform with the following:

~~7.~~—Any wall facing a public right-of-way shall not have an uninterrupted length exceeding 100 feet without including at least two of the following: change in plane, change in texture or masonry pattern, two (2) class 1 materials, windows in a manner that is impactful to the design, or an equivalent element that subdivides the wall into human scale proportions. ~~This shall only apply to commercial, public, educational, and religious buildings.~~

7.

16. Building foundations not exceeding two (2) feet need not comply with the requirements for the primary ~~water wall~~ treatments or materials.

### Quasi-Public Structures

The following sections were accidentally deleted from the previous zoning ordinance and should be added back in. There is no change in the language.

- *Proposed Amendment*

The Planning & Zoning Board suggested defining quasi-public structure so a new definition has been added to the draft ordinance.

Section 1007.043 General Building and Use Provisions.

(2) Building Type and Construction.

(e) Quasi-Public Structures.

1. No quasi-public structure shall be located within the public right-of-way except as approved by the City Council. Such structure shall include but not be limited to trash containers, bicycle racks, benches, planting boxes, awnings, flag poles, light standards, stairs, stoops, light wells, loading wells, signs and others.
2. Public and quasi-public utility poles and underground services may be permitted within public right-of-way provided that:
  - a. A permanent identification tag or marking is affixed to each structure.
  - b. The City is notified as to the location and date of placement of the structure.
  - c. The City is notified of any change of structure ownership, removal or modification.
  - d. Lease or joint use agreements or arrangements applicable to each utility structure are disclosed.

(f) Completion of Exterior Improvements.

1. All exterior improvements of a structure, or portion thereof, to single family dwellings, multiple family dwellings of twelve (12) units or less, or any structure accessory to a residential use shall be completed in accordance with City-approved construction plans within one hundred eighty (180) days after the date the City issued the building permit.
2. All exterior improvements of a structure, or portion thereof, to multiple family dwellings of more than twelve (12) units or any commercial, industrial, office, institutional or non-residential structure shall be completed in accordance with City-approved construction plans within one (1) year after the date the City issued the building permit.
3. In all cases, the compliance deadline shall be upheld unless:
  - a. The process for a temporary Certificate of Occupancy is completed as described in the City Fee Schedule, as amended, which would extend the completion date beyond those listed in paragraphs 1. and 2. above; or

b. A written extension is submitted and approved by the Building Official. Such an extension may be granted in the event that a natural disaster or a calamitous event occurs which unavoidably delays the completion of the building project.

4. For building permits issued prior to the effective date of the ordinance amendment establishing the time limits in paragraphs 1. and 2. above (Ordinance No. 01-08), the time period for the limits begins with the effective date of the amendment establishing the time limits.

### Off-Street Parking

The old ordinance requirement for Fast Food parking spaces was fifteen (15) spaces per 1,000 sf of gross floor area. The new ordinance is one (1) space per 50sf of floor area plus one (1) space for each employee. Staff recommends going back to the old ordinance. Applying the new ordinance results in an overabundance of parking spaces than needed. For consistency with other parking requirements, staff recommends changing the requirement based on 1 space per 67 gross sf ( $1,000/15 = 67$ ).

- *Proposed Amendment*

Section 1007.044 Off-Street Parking.

(6) *Number of Spaces Required.* The following minimum number of off-street parking spaces shall be provided and maintained by ownership, easement and/or lease for and during the life of the respective uses hereinafter set forth:

Fast Food Restaurant	1 space for each <del>50-67</del> square feet of <u>gross floor area</u> , <del>plus 1 space for each employee of the maximum work shift.</del>
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### Native Landscapes

Minnesota passed a new law effective July 1<sup>st</sup> that requires municipalities to allow property owners and occupants to install and maintain managed natural landscapes. This statute needs to be adopted into City ordinances. See attached State Statute 412.925 Native Landscapes language.

- *Proposed Amendment*

Section 1007.043(17) Screening, Landscaping, Buffer Yards and Tree Preservation.

(h) *Sod and Ground Cover.* All areas not otherwise improved in compliance with the approved site plans shall have a minimum depth of four (4) inches of topsoil and be sodded including boulevard areas. Exceptions to these criteria may be approved by the Zoning Administrator as follows:

~~5.—~~

~~6. *Natural Prairie Restoration Areas.* Native grasses and wild flowers indigenous to Minnesota, planted and maintained on any occupied lot or parcel of land, setback a minimum of 20 feet from the front lot line and/or side lot line abutting a public street, as part of a garden or landscape treatment.~~

5. *Native Landscapes in compliance with Minnesota Statute 412.925.*

### **General Parcel, Lot and Yard Provisions.**

Section 1007.082 was the proposed FUD, Future Urban Development District that was not adopted in the new ordinance. This reference under Section 1007.042 shall be deleted.

- *Proposed Amendment*

Section 1007.042 General Parcel, Lot and Yard Provisions.

(2) *Unsewered Lots.*

(a) Except as provided for in City Code Section 1007.042(1)(d), Section 1007.042(2)(b) and, Section 1007.066 ~~and Section 1007.082~~, the minimum unsewered lot size within any zoning district is 10 acres.

### **Fences**

The following correction shall be made.

- *Proposed Amendment*

Section 1007.043(18) Fences and Retaining Walls.

(f) *Rural and Residential District Fences.*

4. *Rural and Residential Fences Height Exceptions.*



- a. A fence for a sport court not exceeding 12 feet in height may be located at least 10 foot from side and rear lot lines.
- b. Residential and rural boundary line fences not exceeding eight (8) feet in height may be located along a lot line abutting a commercial, industrial, or semi-public use ~~or~~ zoning district.

### **I-35W and I-35E Setbacks**

The current zoning ordinance establishes Street Right-of-Way setbacks. On a double frontage lot, the street right-of-way setback applies to both the front and rear lot lines. For example, the properties 248-400 Apollo Drive are zoned LI, Light Industrial. The street right-of-way setback from both CSAH 12 (Apollo Drive) and I-35W, both arterial streets, is 50 feet. In practice, a 50 foot front setback has been applied along Apollo Drive and a 15-30 foot rear setback has been applied along I-35W. Technically, the rear setback should be 50 feet. This would unnecessarily encumber the rear yard.

Staff is proposing parcels abutting I-35W or I-35E that are zoned industrial have a street right-of-way setback along the interstate of 15 feet which is consistent with the required rear lot line setback.

- *Proposed Amendment (This is just an example of how the LI, Light Industrial District will read. The final amended ordinance will include the same changes for the GI, General Industrial and BC, Business Campus Districts.)*

Section 1007.120 LI, Light Industrial District.

(2) *Lot and Setback Requirements.*

(c) *Setbacks.*

1. *From Street Right-of-Way.*

a. *Local or Minor Collector Street.* 30 feet.

b. *Collector or Arterial Street.* 50 feet.

~~b.~~ *c. I-35W or I-35E.* 15feet.

~~c.~~ *d. Parking Lot.* 15 feet.

2. *Rear Lot Line.*
  - a. *Principal Building.* 15 feet.
  - b. *Accessory Building.* 10 feet.
  - c. *Parking Lot.* 5 feet.
3. *Side Lot Line.*
  - a. *Principal Building.* 10 feet.
  - b. *Accessory Building.* 10 feet.
  - c. *Parking Lot.* 5 feet.
4. *From Property Guided by the Comprehensive Plan for Residential Use.* 75 feet.

(3) *Buffer.* Where a side or rear lot line in an LI District ~~coincides with an adjacent public road right-of-way or abuts~~ property guided by the comprehensive plan for residential or commercial development, a landscape buffer area shall be provided along such side or rear lot line not less than 40 feet wide and shall contain landscaping, planting, berming, or other effective screening suitable to provide an effective screen in compliance with City Code Section 1007.043(17)(f).

### **Setbacks-Major Collector Streets**

In all zoning districts, the setback from Street Right-of Way is either from:

- a. Local or Minor Collector Street.
- b. Major Collector or Arterial Street.

Unfortunately, the word “Major” was accidentally left out in some of the zoning districts and will be corrected accordingly.

- *Proposed Amendment*

Section 1007.110 NB, Neighborhood Business District.

(2) *Lot and Setback Requirements.*

(c) *Setbacks.*

1. *From Street Right-of-Way.*

a. *Local or Minor Collector Street.* 30 feet.

b. Major Collector or Arterial Street. 40 feet.

c. *Parking Lot.* 15 feet.

**PUD, Planned Unit Development District**

The following corrections/additions are needed to the PUD zoning district.

- *Proposed Amendment*

Section 1007.131 PUD, Planned Unit Development District.

~~4.~~(5) \_\_\_\_\_ List of PUD, Planned Unit Developments. The following is a list of PUD, Planned Unit Developments:

(a) *Rice Lake Estates.*

1. Ord. No. 09-88, Adopted August 8, 1988.

(b) *Pineridge Addition.*

1. Ord. No. 08-90, Adopted September 10, 1990.

(c) *Wenzel Farms.*

1. Ord. No. 04-91, Adopted April 8, 1991.

2. Ord. No. 06-91, Adopted April 8, 1991.

(d) *Park Grove.*

1. Ord. No. 15-92, Adopted August 10, 1992.

(e) *Quail Ridge.*

1. Ord. No. 15-92, Adopted August 10, 1992.

(f) *Willow Ponds.*

1. Ord. No. 17-92, Adopted September 14, 1992.
2. Ord. No. 11-95, Adopted July 10, 1995.

(g) *Country Lake Estates.*

1. Ord. No. 93-10, Adopted July 26, 1993.

(h) *Trappers Crossing.*

1. Ord. No. 14-94, Adopted August 22, 1994.

(i) *Behms Century Farm.*

1. Ord. No. 08-95, Adopted May 8, 1995.

(j) *Apollo Meadows Townhomes (CIC 34).*

1. Adopted December 16, 1996.

(k) *Surfside Addition.*

1. Ord. No. 22-97, Adopted September 8, 1997.
2. Res. No. 99-47, Adopted June 28, 1999.

(l) *Highland Meadows West.*

1. Ord. No. 32-97, Adopted November 10, 1997.
2. Ord. No. 03-00, Adopted February 14, 2000.

(m) *Clearwater Creek 3rd-5th Addition.*

1. Ord. No. 08-99, Adopted April 26, 1999.

(n) *Apollo Business Park (CIC 224 Lino Lakes Condo).*

1. Ord. No. 09-99, Adopted April 26, 1999.

(o) *Lino Lakes Commercial Development/JADT Addition*

1. Ord. No. 12-99, Adopted May 10, 1999.

~~(e)~~(p) Peregrine Pass.

1. Res. No. 99-25, Adopted May 24, 1999.
2. Ord. No. 14-99, Adopted June 14, 1999.

~~(e)~~(a) Spirit Hills Center.

1. Ord. No. 08-02, Adopted December 9, 2002.

~~(e)~~(r) Keefe Estates.

1. Ord. No. 05-03, Adopted March 10, 2003.

~~(e)~~(s) Millers Crossroads.

1. Ord. No. 20-03, Adopted October 13, 2003.

~~(e)~~(t) Lino Lakes Market Place.

1. Ord. No. 16-01, Adopted August 27, 2001.
- ~~1-2.~~ Ord. No. 03-05, Adopted July 11, 2005.
- ~~2-3.~~ Ord. No. 04-05, Adopted June 27, 2005.

### *Findings of Fact*

Per City Code Section 1007.015(4)

(e) The Planning and Zoning Board shall hold the public hearing and consider possible adverse effects of the proposed amendment. Its judgement shall be based upon, but not limited to, the following factors:

1. The proposed action is consistent with the official City Comprehensive Plan.

*The proposed action is consistent with the official City Comprehensive Plan goals of addressing water rate and quantity, water quality, or groundwater management.*

2. The proposed action is or will be compatible with present and future land uses of the area.

*The proposed action is compatible with present and future land uses of the area.*

3. The proposed action conforms with all performance standards contained herein.

*The proposed action conforms with all performance standards.*

4. The proposed action can be accommodated with existing public services and will not overburden the City's service capacity.

*The proposed action can be accommodated with existing public services and will not overburden the City's service capacity.*

5. Traffic generation by the proposed action is within capabilities of streets serving the property as described in City Code Section 1007.020(4)(d).

*Traffic generation is not applicable to the proposed action.*

### **RECOMMENDATION**

The Planning & Zoning Board held a public hearing on September 13, 2023. There were no public comments. The Board voted 7-0 in favor of the proposed ordinance amendments with the deletion of the 4/12 roof pitch requirement and adding a quasi-public structure definition.

Staff recommends approval of the 2<sup>nd</sup> reading of Ordinance No. 13-23.

### **ATTACHMENTS**

1. Ordinance No. 13-23

1 <sup>st</sup> Reading:	Publication:
2 <sup>nd</sup> Reading:	Effective:

**CITY OF LINO LAKES  
ORDINANCE NO. 13-23**

**ORDINANCE AMENDING CITY CODE CHAPTER 1007 RELATED TO  
GENERAL ORDINANCE UPDATES**

The City Council of Lino Lakes ordains:

**Section 1. Findings.** The City Council finds that the zoning ordinance text amendment protects the public health, safety, comfort, convenience and general welfare of the residents of the community.

**Section 2. Amendment.** The Lino Lakes City Code Chapter 1007 is hereby amended as follows:

- Section 1007.001(2) Definitions:

***QUARTER-QUARTER SECTION.*** The northeast, northwest, southwest or southeast quarter of a quarter section delineated by the United States Government system of land survey and which is exactly or nearly 40 acres in size.

**QUASI-PUBLIC.** Essentially public although under private ownership or control.

***RECREATION AREA.*** An outdoor area which may include water bodies and incidental buildings thereto used or intended for active or passive recreation, including, but not limited to, parks, playground, hunting preserves, polo grounds, nature trails, bridle paths, beaches, campsites, ski and snowmobile trails, and canoe routes, provided that parcels on which there are located stadiums, arenas, bowling alleys, swimming pools, and other recreational activities conducted primarily in structures are not recreation areas.

- Section 1007.110 NB, Neighborhood Business District.

(2) *Lot and Setback Requirements.*

(c) *Setbacks.*

1. *From Street Right-of-Way.*
  - a. *Local or Minor Collector Street.* 30 feet.
  - b. Major Collector or Arterial Street. 40 feet.
  - c. *Parking Lot.* 15 feet.

(6) *Permitted Uses.* The following are permitted uses in the NB District:

- (a) Adult use – accessory.
- (b) Office business – clinic.
- (c) Office business – general.
- (d) Personal services (subject to any licensing requirements of City Code, County, or State).

(e) Recreational business contained entirely within the principal building.

~~(e)~~(f) Restaurants.

~~(f)~~(g) Retail business.

~~(g)~~(h) Service business – on-site.

~~(h)~~(i) Liquor sales: on-sale.

~~(i)~~(j) Community gardens operated by the City.

- Section 1007.111 LB, Limited Business District.

(2) *Lot and Setback Requirements.*

(c) *Setbacks.*

1. *From Street Right-of-Way.*
  - a. *Local or Minor Collector Street.* 30 feet.
  - b. Major Collector or Arterial Street. 40 feet.



c. *Parking Lot.* 15 feet.

(6) *Permitted Uses.* The following are permitted uses in the LB District:

- (a) Adult use – accessory.
- (b) Liquor sales – on and off sale.
- (c) Office business – clinic.
- (d) Office business – general.
- (e) Personal services (subject to any licensing requirements of City Code, County, or State).
- ~~(e)~~(f) Recreational business contained entirely within the principal building.
- ~~(f)~~(g) Residential extended care facilities such as nursing homes.
- ~~(g)~~(h) Restaurants.
- ~~(h)~~(i) Retail business.
- ~~(i)~~(j) Service business – off-site.
- ~~(j)~~(k) Service business – on-site.
- ~~(k)~~(l) Community Gardens operated by the City.

- Section 1007.121 GI, General Industrial District

(7) *Permitted Uses.* The following are permitted uses in the GI District:

- (a) Beverage production and bottling, including public tours of the facilities and gift shops containing merchandise directly related to the facility.
- (b) Building material sales.
- (c) Commercial (production) bakery.
- (d) Community gardens operated by the City.
- (e) Construction-related businesses, including contractor storage of equipment and building materials if enclosed within a building, but not storage yards.

(f) Data centers

~~(f)~~(g) Feed and seed sales.

~~(g)~~(h) Greenhouses, nurseries.

~~(h)~~(i) Indoor Self-Storage.

~~(i)~~(j) Laundry, dry cleaning or dying plant.

~~(j)~~(k) Manufacturing or assembly of a wide variety of products that produces no exterior noise, glare, fumes, noxious products, by-products, or wastes, or creates other objectionable impact on the environment, including the generation of large volumes of traffic.

~~(k)~~(l) Mass transit terminals.

~~(l)~~(m) Office business—clinic and general.

(n) Radio and television stations.

~~(m)~~(o) Recreational business contained entirely within the principal building.

~~(n)~~(p) Warehousing and distribution facilities, but not including trucking terminal or mini self-storage facilities.

~~(o)~~(q) Wholesale businesses/showrooms.

- Section 1007.112 GB, General Business District.

(2) *Lot and Setback Requirements.*

(c) *Setbacks.*

1. *From Street Right-of-Way.*

a. *Local or Minor Collector Street.* 30 feet.

b. *Major Collector or Arterial Street.* 40 feet.

c. *Parking Lot.* 15 feet.

- Section 1007.130 PSP, Public and Semi-Public District.

(2) *Lot and Setback Requirements.*

(c) *Setbacks.*

1. *From Street Right-of-Way.*

- a. *Local or Minor Collector Street.* 50 feet.
- b. *Major Collector or Arterial Street.* 50 feet.
- c. *Parking Lot.* 15 feet.
- ~~b.~~d. *Recreation Facilities/Athletic Fields.* 15 feet.

- Section 1007.120 Light Industrial District.

(7) *Permitted Uses.* The following are permitted uses in the LI District:

(a) Beverage production and bottling, including public tours of the facilities and gift shops containing merchandise directly related to the facility.

(b) Building material sales.

(c) Carpet and rug cleaning.

(d) Community gardens operated by the City.

(e) Construction-related businesses, including contractor storage of equipment and building materials if enclosed within a building, but not storage yards.

~~(e)~~(f) Data centers.

~~(f)~~(g) Feed and seed sales.

~~(g)~~(h) Greenhouses, nurseries.

~~(h)~~(i) Indoor Self-Storage.

~~(i)~~(j) Laundry, dry cleaning, or dyeing plant.

~~(j)~~(k) Manufacturing or assembly of a wide variety of products that produces no exterior noise, glare, fumes, noxious products, by-products, or wastes, or creates other objectionable impact on the environment, including the generation of large volumes of traffic.

~~(k)~~(l) Mass transit terminals.

~~(l)~~(m) Office business—clinic and general.

~~(m)~~(n) Radio and television stations.

~~(n)~~(o) Recreational business contained entirely within the principal building.

~~(o)~~(p) Research laboratories

~~(p)~~(q) Trade or business schools.

~~(q)~~(r) Warehousing and distribution facilities, but not including trucking terminal or mini self-storage facilities per City Code Section 1007.001(2).

~~(r)~~(s) Wholesale businesses/showrooms.

- Section 1007.043 General Building and Use Provisions.

(2) *Building Type and Construction.*

(a) *Single Family Detached Dwellings.* All single family detached dwellings shall meet the following design criteria:

1. All dwellings, including an attached garage, shall have permanent concrete, treated wood foundation, or other foundation anchoring system approved by the Building Official.

2. All dwellings, including an attached garage, shall have a minimum width of 24 feet at its narrowest point. Width measurement shall not take into account overhangs or other projections beyond the principal exterior walls.

3. All dwellings shall have a garage that is a minimum of 20 feet in width and has a minimum footprint of 520 square feet.

4. All dwellings, including an attached garage, with a sloped roof shall have a minimum 12 inch roof overhang and enclosed soffit.

5. All dwellings ~~and any attached garage~~, including an attached garage, ~~excluding porches, shall have a minimum 4/12 roof pitch and~~ with a sloped roof shall be covered with shingles or tiles or a standing seam metal roof.

6. All dwellings, including an attached garage, shall be built in compliance with the Minnesota State Building Code.

7. The exterior walls of all ~~single family dwellings, including an attached garage,~~ shall be similar in appearance to standard wood or masonry residential construction. Any metal siding ~~upon single family residence structures on a dwelling, including an attached garage,~~ shall have a vertical dimension no greater than 12 inches. Sheet metal siding shall not be permitted.

(b) *Two Family Dwellings and Townhouse Design and Construction Standards.*

1. *Unit Width.* The minimum width of a two family or townhouse dwelling unit shall be 24 feet. The minimum footprint per unit shall be established within the zoning district.

2. *Unit Construction.*

a. Building elevations and floor plans shall be furnished illustrating exterior building materials and colors to demonstrate compliance with City Code Section 1007.043 (2)(b)2.d. Building floor plans shall identify the interior storage space within each unit.

b. *Decks or Porches.* Provisions shall be made for possible decks, porches, or additions as part of the initial dwelling unit building plans.

c. *Minimum Overhang.* All dwellings, including an attached garage, with a sloped roof shall have a minimum 12 inch roof overhang and enclosed soffit.

d. *Exterior Building Finish.* The exterior of townhouse dwelling units shall include a variation in building materials which are to be distributed throughout the building façades on all sides and coordinated into the architectural design of the structure to create an architecturally balanced appearance. In addition, townhouse dwelling structures shall comply with the following requirements:

i. A minimum of 25% of the combined area of all building walls shall have an exterior finish of brick, natural stone, or artificial stone.

ii. Except for brick, natural stone, or artificial stone, no single building wall shall have more than 75% of one type of exterior finish.

iii. For the purpose of this section, the area of the building walls shall not include area devoted to windows, entrance doors, garage doors, or roof areas.

e. All dwellings, ~~and any~~ including an attached garage, with a sloped roof shall ~~have a minimum 4/12 roof pitch and shall~~ be covered with shingles or tiles or a standing seam metal roof.

(d) *Commercial, Industrial, and Institutional.* All buildings constructed on land within commercial, industrial, public and semi-public zoning districts, and all institutional

buildings (such as public, education, and religious buildings) in residential and rural zoning districts shall conform with the following:

~~7.—Any wall facing a public right-of-way shall not have an uninterrupted length exceeding 100 feet without including at least two of the following: change in plane, change in texture or masonry pattern, two (2) class 1 materials, windows in a manner that is impactful to the design, or an equivalent element that subdivides the wall into human scale proportions. This shall only apply to commercial, public, educational, and religious buildings.~~

~~7.~~

16. Building foundations not exceeding two (2) feet need not comply with the requirements for the primary ~~water-wall~~ treatments or materials.

(e) Quasi-Public Structures.

1. No quasi-public structure shall be located within the public right-of-way except as approved by the City Council. Such structure shall include but not be limited to trash containers, bicycle racks, benches, planting boxes, awnings, flag poles, light standards, stairs, stoops, light wells, loading wells, signs and others.

2. Public and quasi-public utility poles and underground services may be permitted within public right-of-way provided that:

a. A permanent identification tag or marking is affixed to each structure.

b. The City is notified as to the location and date of placement of the structure.

c. The City is notified of any change of structure ownership, removal or modification.

d. Lease or joint use agreements or arrangements applicable to each utility structure are disclosed.

(f) Completion of Exterior Improvements.

1. All exterior improvements of a structure, or portion thereof, to single family dwellings, multiple family dwellings of twelve (12) units or less, or any structure accessory to a residential use shall be completed in accordance with City-approved construction plans within one hundred eighty (180) days after the date the City issued the building permit.

2. All exterior improvements of a structure, or portion thereof, to multiple family dwellings of more than twelve (12) units or any commercial, industrial, office, institutional or non-residential structure shall be completed in accordance with City-approved construction plans within one (1) year after the date the City issued the building permit.

3. In all cases, the compliance deadline shall be upheld unless:

a. The process for a temporary Certificate of Occupancy is completed as described in the City Fee Schedule, as amended, which would extend the completion date beyond those listed in paragraphs 1. and 2. above; or

b. A written extension is submitted and approved by the Building Official. Such an extension may be granted in the event that a natural disaster or a calamitous event occurs which unavoidably delays the completion of the building project.

4. For building permits issued prior to the effective date of the ordinance amendment establishing the time limits in paragraphs 1. and 2. above (Ordinance No. 01-08), the time period for the limits begins with the effective date of the amendment establishing the time limits.

- Section 1007.044 Off-Street Parking.

(6) *Number of Spaces Required.* The following minimum number of off-street parking spaces shall be provided and maintained by ownership, easement and/or lease for and during the life of the respective uses hereinafter set forth:

Fast Food Restaurant	1 space for each <del>50-67</del> square feet of gross floor area, <del>plus 1 space for each employee of the maximum work shift.</del>
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- Section 1007.043(17) Screening, Landscaping, Buffer Yards and Tree Preservation.

(h) *Sod and Ground Cover.* All areas not otherwise improved in compliance with the approved site plans shall have a minimum depth of four (4) inches of topsoil and be sodded including boulevard areas. Exceptions to these criteria may be approved by the Zoning Administrator as follows:

~~5. *Natural Prairie Restoration Areas.* Native grasses and wild flowers indigenous to Minnesota, planted and maintained on any occupied lot or parcel of land, setback a minimum of 20 feet from the front lot line and/or side lot line abutting a public street, as part of a garden or landscape treatment.~~

5. Native Landscapes in compliance with Minnesota Statute 412.925.

- Section 1007.042 General Parcel, Lot and Yard Provisions.

(2) *Unsewered Lots.*

(a) Except as provided for in City Code Section 1007.042(1)(d), Section 1007.042(2)(b) ~~and~~, Section 1007.066 ~~and~~ Section 1007.082, the minimum unsewered lot size within any zoning district is 10 acres.

- Section 1007.043(18) Fences and Retaining Walls.

(f) *Rural and Residential District Fences.*

4. *Rural and Residential Fences Height Exceptions.*

- a. A fence for a sport court not exceeding 12 feet in height may be located at least 10 foot from side and rear lot lines.
- b. Residential and rural boundary line fences not exceeding eight (8) feet in height may be located along a lot line abutting a commercial, industrial, or semi-public use ~~or~~ zoning district.

- Section 1007.120 LI, Light Industrial District.

(2) *Lot and Setback Requirements.*

(c) *Setbacks.*

1. *From Street Right-of-Way.*

- a. *Local or Minor Collector Street.* 30 feet.
- b. *Major Collector or Arterial Street.* 50 feet.
- ~~b.c.~~ *I-35W or I-35E.* 15 feet.
- ~~c.d.~~ *Parking Lot.* 15 feet.

2. *Rear Lot Line.*

- a. *Principal Building.* 15 feet.
- b. *Accessory Building.* 10 feet.
- c. *Parking Lot.* 5 feet.

3. *Side Lot Line.*

- a. *Principal Building.* 10 feet.
- b. *Accessory Building.* 10 feet.
- c. *Parking Lot.* 5 feet.



4. *From Property Guided by the Comprehensive Plan for Residential Use.* 75 feet.

(3) *Buffer.* Where a side or rear lot line in an LI District ~~coincides with an adjacent public road right-of-way or abuts~~ property guided by the comprehensive plan for residential or commercial development, a landscape buffer area shall be provided along such side or rear lot line not less than 40 feet wide and shall contain landscaping, planting, berming, or other effective screening suitable to provide an effective screen in compliance with City Code Section 1007.043(17)(f).

- Section 1007.121 GI, General Industrial District.

(2) *Lot and Setback Requirements.*

(c) *Setbacks.*

1. *From Street Right-of-Way.*

a. *Local or Minor Collector Street.* 30 feet.

b. *Major Collector or Arterial Street.* 50 feet.

~~b.c.~~ *I-35W or I-35E.* 15 feet.

~~c.d.~~ *Parking Lot.* 15 feet.

2. *Rear Lot Line.*

a. *Principal Building.* 15 feet.

b. *Accessory Building.* 10 feet.

c. *Parking Lot.* 5 feet.

3. *Side Lot Line.*

a. *Principal Building.* 10 feet.

b. *Accessory Building.* 10 feet.

c. *Parking Lot.* 5 feet.

4. *From Property Guided by the Comprehensive Plan for Residential Use.* 75 feet.

(3) *Buffer.* Where a side or rear lot line in an GI District ~~coincides with an adjacent public road right-of-way or abuts~~ property guided by the comprehensive plan for residential or commercial development, a landscape buffer area shall be provided along such side or rear lot

line not less than 40 feet wide and shall contain landscaping, planting, berming, or other effective screening suitable to provide an effective screen in compliance with City Code Section 1007.043(17)(f).

- Section 1007.122 BC, Business Campus District.

(2) *Lot and Setback Requirements.*

(c) *Setbacks.*

1. *From Street Right-of-Way.*

a. *Local or Minor Collector Street.* 30 feet.

b. *Major Collector or Arterial Street.* 50 feet.

~~b.c.~~ *I-35W or I-35E.* 15 feet.

~~c.d.~~ *Parking Lot.* 15 feet.

2. *Rear Lot Line.*

a. *Principal Building.* 15 feet.

b. *Accessory Building.* 10 feet.

c. *Parking Lot.* 5 feet.

3. *Side Lot Line.*

a. *Principal Building.* 10 feet.

b. *Accessory Building.* 10 feet.

c. *Parking Lot.* 5 feet.

4. *From Property Guided by the Comprehensive Plan for Residential Use.* 75 feet.

(3) *Buffer.* Where a side or rear lot line in an BC District ~~coincides with an adjacent public road right-of-way or abuts~~ property guided by the comprehensive plan for residential or commercial development, a landscape buffer area shall be provided along such side or rear lot line not less than 40 feet wide and shall contain landscaping, planting, berming, or other effective screening suitable to provide an effective screen in compliance with City Code Section 1007.043(17)(f).

- Section 1007.131 PUD, Planned Unit Development District.

(3)(5) List of PUD, Planned Unit Developments. The following is a list of PUD, Planned Unit Developments:

(a) *Rice Lake Estates.*

1. Ord. No. 09-88, Adopted August 8, 1988.

(b) *Pineridge Addition.*

1. Ord. No. 08-90, Adopted September 10, 1990.

(c) *Wenzel Farms.*

1. Ord. No. 04-91, Adopted April 8, 1991.
2. Ord. No. 06-91, Adopted April 8, 1991.

(d) *Park Grove.*

1. Ord. No. 15-92, Adopted August 10, 1992.

(e) *Quail Ridge.*

1. Ord. No. 15-92, Adopted August 10, 1992.

(f) *Willow Ponds.*

1. Ord. No. 17-92, Adopted September 14, 1992.
2. Ord. No. 11-95, Adopted July 10, 1995.

(g) *Country Lake Estates.*

1. Ord. No. 93-10, Adopted July 26, 1993.

(h) *Trappers Crossing.*

1. Ord. No. 14-94, Adopted August 22, 1994.

(i) *Behms Century Farm.*

1. Ord. No. 08-95, Adopted May 8, 1995.

(j) *Apollo Meadows Townhomes (CIC 34).*

1. Adopted December 16, 1996.

(k) *Surfside Addition.*

1. Ord. No. 22-97, Adopted September 8, 1997.
2. Res. No. 99-47, Adopted June 28, 1999.

(l) *Highland Meadows West.*

1. Ord. No. 32-97, Adopted November 10, 1997.
2. Ord. No. 03-00, Adopted February 14, 2000.

(m) *Clearwater Creek 3rd-5th Addition.*

1. Ord. No. 08-99, Adopted April 26, 1999.

(n) *Apollo Business Park (CIC 224 Lino Lakes Condo).*

1. Ord. No. 09-99, Adopted April 26, 1999.

(o) *Lino Lakes Commercial Development/JADT Addition*

1. Ord. No. 12-99, Adopted May 10, 1999.

~~(p)~~(p) *Peregrine Pass.*

1. Res. No. 99-25, Adopted May 24, 1999.
2. Ord. No. 14-99, Adopted June 14, 1999.

~~(q)~~(q) *Spirit Hills Center.*

1. Ord. No. 08-02, Adopted December 9, 2002.

~~(r)~~(r) *Keefe Estates.*

1. Ord. No. 05-03, Adopted March 10, 2003.

~~(s)~~(s) *Millers Crossroads.*

1. Ord. No. 20-03, Adopted October 13, 2003.

~~(t)~~(t) *Lino Lakes Market Place.*

1. Ord. No. 16-01, Adopted August 27, 2001.
- ~~1.~~2. Ord. No. 03-05, Adopted July 11, 2005.
- ~~2.~~3. Ord. No. 04-05, Adopted June 27, 2005.

**Section 3. Effective Date.** This Ordinance shall be effective from and after its passage and publication according to the Lino Lakes City Charter.

Adopted by the Lino Lakes City Council this 23rd day of October, 2023.

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Rob Rafferty, Mayor

ATTEST:

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Jolleen Chaika, City Clerk

**CITY COUNCIL  
REGULAR MEETING STAFF REPORT  
AGENDA ITEM 6C**

**STAFF ORIGINATOR:** Andy Nelson, Environmental Coordinator

**MEETING DATE:** October 23, 2023

**TOPIC:** Resolution No. 23-110, Accepting Quotes and Awarding Contract, 2023 Ash Tree Removals

**VOTE REQUIRED:** 3/5

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**INTRODUCTION**

Staff is requesting authorization to accept quotes and award a contract for ash tree removals along trails in the South Reshanau Estates neighborhood.

**BACKGROUND**

There are 48 ash trees infested with emerald ash borer along City maintained trails east of West Shadow Lake Road and north of Fox Road. These trees are concerning both from a public safety standpoint and due to their property damage potential.

These trees will require technical removals that should be performed by experienced contractors. Quotes include cost for felling, removal of all tree debris, and cutting stumps to a height of 4" or less.

<b>Contractor</b>	<b>Ash Tree Removal Quote</b>
Carr's Tree Service, Inc.	\$15,495.00
Upper Cut Tree Service	\$17,860.00
Hugo's Tree Care, Inc.	\$18,000.00
Precision Landscape and Tree	\$19,200.00

Funding for this work will come from the Forestry and Environmental budgets in the General Fund.

**RECOMMENDATION**

Staff recommends adoption of Resolution No. 23-110, accepting quotes and awarding a contract for ash tree removals in the amount of \$15,495.00 to Carr's Tree Service, Inc..

**ATTACHMENTS**

1. Resolution No. 23-110
2. Aerial Photo of South Reshanau Estates Ash Tree Removal Area

**CITY OF LINO LAKES  
RESOLUTION NO. 23-110**

**RESOLUTION ACCEPTING QUOTES AND AWARDING A CONTRACT FOR ASH TREE  
REMOVALS**

**WHEREAS**, pursuant to a request for quotes for 48 ash tree removals to take place in the fall of 2023 to spring of 2024, quotes were received and tabulated:

<b>Contractor</b>	<b>Ash Tree Removal Quote</b>
Carr's Tree Service, Inc.	\$15,495.00
Upper Cut Tree Service	\$17,860.00
Hugo's Tree Care, Inc.	\$18,000.00
Precision Landscape and Tree	\$19,200.00

**WHEREAS**, it appears that Carr's Tree Service, Inc. is the lowest responsible bidder; and

**WHEREAS**, the funding for the project is from the General Fund Forestry and Environmental Budgets; and

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Lino Lakes, Minnesota that that the Mayor and Clerk are hereby authorized and directed to enter into a contract with Carr's Tree Service, Inc. for ash tree removals in the amount of \$15,495.00.

Adopted by the City Council of the City of Lino Lakes this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

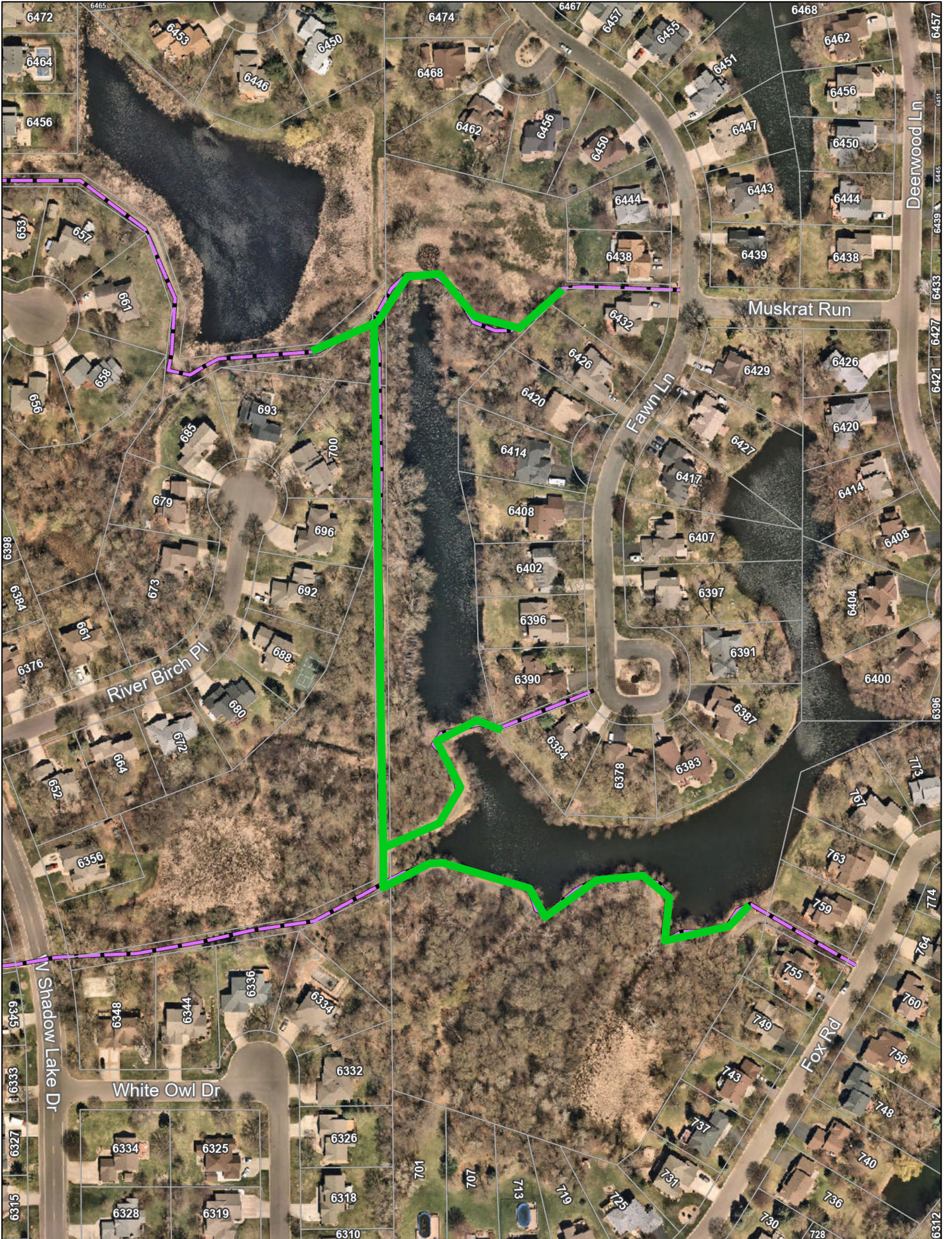
\_\_\_\_\_  
Rob Rafferty, Mayor

ATTEST:

\_\_\_\_\_  
Jolleen Chaika, City Clerk



# South Reshanau Estates Ash Removals



Address Labels

Parcels

Existing Trails

1 in = 200 Ft



N  
September 6, 2023  
Map Powered By Datafi



**CITY COUNCIL  
REGULAR MEETING STAFF REPORT  
AGENDA ITEM 6D**

**STAFF ORIGINATOR:** Diane Hankee PE, City Engineer

**MEETING DATE:** October 23, 2023

**TOPIC:** Consider Resolution No. 23-112, Adopting Assessments, Bluebill Ponds 2<sup>nd</sup> Addition

**VOTE REQUIRED:** 3/5 Vote Required

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**INTRODUCTION**

Staff is requesting City Council consideration to adopt assessments for the Bluebill Ponds 2<sup>nd</sup> Addition Development pursuant the Development Agreement for the project.

**BACKGROUND**

The City Council approved the Development Agreement for Bluebill Ponds 2<sup>nd</sup> Addition dated September 28, 2023. The Agreement provides for the assessment of trunk water, sanitary sewer, and surface water fees.

The total amount to be assessed for Bluebill Ponds 2<sup>nd</sup> Addition is \$9,181.00. In the above referenced Development Agreement, the developer has waived any and all procedural and substantive objections to the special assessments.

The developer has reviewed and approved the assessments. Attached is the proposed assessment roll.

**RECOMMENDATION**

Staff is recommending approval of Resolution No. 23-112, Adopting Assessments, Bluebill Ponds 2<sup>nd</sup> Addition.

**ATTACHMENTS**

1. Resolution No. 23-112
2. Assessment Roll

**CITY OF LINO LAKES  
RESOLUTION NO. 23-112**

**ADOPTING SPECIAL ASSESSMENTS, BLUEBILL PONDS 2ND ADDITION**

**WHEREAS**, pursuant to the development agreement dated September 28, 2023, the developer waives all rights to a hearing on conducting of local improvements which will benefit the properties within the Bluebill Ponds 2<sup>nd</sup> Addition development which requested connection to City utilities,

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

1. Such proposed assessment, a copy of which is attached hereto and made a part thereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
2. Such assessment shall be payable in equal annual installments extending over a period of fifteen years, the first installment to be payable on or before the first Monday in January, 2024, and shall bear interest at the rate of five percent (5%) per annum from the date of the adoption of this assessment resolution. To the first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2023. To each subsequent installment when due shall be added interest for one year on all unpaid installments.
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 this resolution; and the 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 next succeeding year.
4. The clerk shall forthwith transmit a certified duplicate of this assessment to the County Auditor to be extended on the property tax lists of the County. Such assessments shall be collected and paid over in the same manner as other municipal taxes.

Adopted by the City Council of Lino Lakes, Minnesota this 23<sup>rd</sup> day of October, 2023.

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

ATTEST:

\_\_\_\_\_  
Jolleen Chaika, City Clerk

ASSESSMENT ROLL

OCTOBER 23, 2023

BLUEBILL PONDS 2ND ADDITION ASSESSMENTS  
LINO LAKES, MINNESOTA

PIN	ADDRESS	UNIT	SANITARY TRUNK	SANITARY ACCESS CHARGE (SAC)	WATER TRUNK	WATER ACCESS CHARGE (SAC)	SURFACE WATER	TOTAL ASSESSMENT
08-31-22-21-0084	Lot 1 Block 1 Bluebill Ponds 2nd Addition	1	\$ 1,695.00	\$ 1,586.00	\$ 2,435.00	\$ 1,532.00	\$ 1,933.00	\$ 9,181.00
<b>TOTAL</b>			<b>\$ 1,695.00</b>	<b>\$ 1,586.00</b>	<b>\$ 2,435.00</b>	<b>\$ 1,532.00</b>	<b>\$ 1,933.00</b>	<b>\$ 9,181.00</b>

**CITY COUNCIL  
REGULAR MEETING STAFF REPORT  
AGENDA ITEM 6E**

**STAFF ORIGINATOR:** Michael Grochala, Community Development Director

**MEETING DATE:** October 23, 2023

**TOPIC:** Consider Resolution No. 23-114, Approving Acquisition of Temporary Construction Easement and Permanent Trail, Drainage and Utility Easements, CSAH 49 & CR J Intersection Improvements

**VOTE REQUIRED:** 3/5

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**INTRODUCTION**

Staff is requesting council approval to purchase a temporary construction easement and permanent trail, drainage and utility easement for the CSAH 49 and CR J Intersection Improvement Project.

**BACKGROUND**

The City Council approved the Joint Powers Agreement with Anoka County for the reconstruction of the CSAH 49 (Hodgson Road) and County Road J (Ash Street) intersection in September of 2022. Anoka County retained WSB and Associates to complete the final design for the project. At that time the Council requested that the trail proposed for the west side of Hodgson be extended to Rohavic Lane as part of the project.

The trail extension required the acquisition of both temporary construction and permanent easements to complete the improvements. In December of 2022 the Council directed staff to move forward with the acquisition process. WSB, LLC was retained to prepare a Minimum Damage Acquisition Report and negotiate a settlement offer with the property owner.

As a result of these discussions the City has reached agreement with the property owner at 298 Rohavic Ln in the amount of \$21,500.00 for purchase of the temporary construction easement (1,708 SF), permanent trail, drainage and utility easement (2,205 SF) and damages related to tree removal and screening loss. The award includes \$5,225 for fencing to screen the property from road and trail improvements. These items will be completed by owner. The agreement also includes a provision for additional compensation of \$2,400 for any tree, within the temp easement area, damaged during construction. Staff is working with the County and WSB to incorporate this requirement into the construction contract.

Incorporation of the trail extension into the larger project allows the City to take advantage of the federal funding that the County obtained for the project. Without the easement the proposed improvements will need to be removed from the project. Future extension would not likely include any outside funding assistance.

**RECOMMENDATION**

Staff is recommending approval of Resolution No. 23 – 114.

**ATTACHMENTS**

1. Resolution No. 23-114
2. Easement Exhibit

**CITY OF LINO LAKES  
RESOLUTION NO. 23-114**

**APPROVING ACQUISITION OF TEMPORARY CONSTRUCTION AND PERMANENT  
TRAIL, DRAINAGE AND UTILITY EASEMENTS**

**WHEREAS**, the City Council entered into a Joint Powers Agreement with Anoka County for the reconstruction of the County State Aid Highway 49 (Hodgson Road) and County Road J (Ash Street) intersection, and

**WHEREAS**, the City Council requested the extension of trail from the north property line of the Lyngblomsten development to Rohavic Lane, approximately 230 feet to the north, and

**WHEREAS**, said trail improvements require the acquisition of temporary construction and permanent easements for the making of said improvements.

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

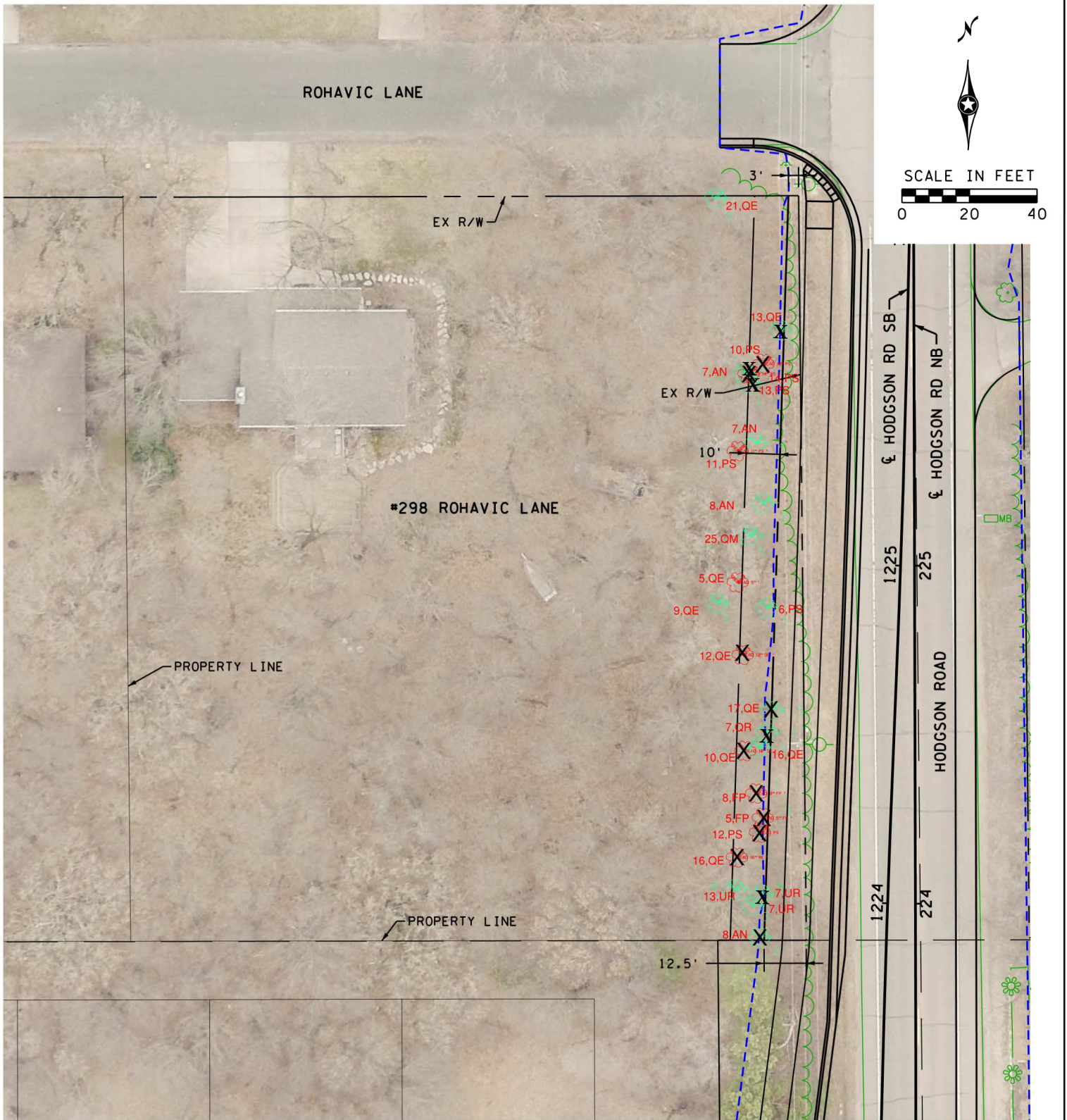
The purchase of a temporary construction easement and a permanent Trail, Drainage and Utility easement over and across the property located at 298 Rohavic Lane is hereby approved in the amount of \$21,500.00.

Adopted by the City Council of the City of Lino Lakes this 23<sup>rd</sup> day of October, 2023.

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

ATTEST:

\_\_\_\_\_  
Jolleen Chaika, City Clerk



**LEGEND**

- - - - Construction Limits
- Existing Features
- Proposed Features
- 🌳 Alive Tree/Rank
- ☠️ Dead Tree
- X Remove Tree

**AREAS (SQ FT)**

NEW R/W	NEW PE	NEW TE
NA	1708	2205

**298 Rohavic Lane (Yvonne D & Wallave J Guptill)**

**PRELIMINARY**

PIN # 31-31-22-42-0017

SAP 002-632-019 & SAP 002-649-003

8/18/2023