

**CITY COUNCIL WORK SESSION AGENDA
CITY OF LINO LAKES**

**Monday, November 6, 2023
Community Room
6:00 P.M.**

1. Kavan Christmas Tree Farm (1415 Ash Street) CUP for Agritourism, Katie Larsen
2. 2024-2028 Financial Plan, Hannah Lynch
3. 2024 Budget and Tax Levy, Hannah Lynch
4. Public Safety Quarterly Update, John Swenson
5. Part-Time Fire Compensation Plan, Meg Sawyer
6. 2024 Fee Schedule, Hannah Lynch
7. Utility Meter Reading Equipment and Customer Portal, Justin Williams
8. Council Updates on Boards/Commissions, City Council
9. Adjourn

**CITY COUNCIL
WORK SESSION STAFF REPORT
ITEM NO. 1**

STAFF ORIGINATOR: Katie Larsen, City Planner

DATE OF WORK SESSION: November 6, 2023

TOPIC: Kavan Christmas Tree Farm (1415 Ash Street) Conditional Use Permit Amendment for Agritourism

BACKGROUND

At the Work Session, staff will present the November 13, 2023 Council staff report.

The applicant, Stephen Kavan, submitted a Land Use Application for a Conditional Use Permit (CUP) for Agritourism to operate Kavan Christmas Tree Farm on their property located at 1415 Ash Street.

REQUESTED COUNCIL DIRECTION

None. Discussion only.

ATTACHMENTS

1. November 13, 2023 Council Staff Report

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

STAFF ORIGINATOR: Katie Larsen, City Planner

MEETING DATE: November 13, 2023

TOPIC: Consider Resolution No. 23-111 Approving Conditional Use Permit for Agritourism at 1415 Ash Street (Kavan Christmas Tree Farm)

VOTE REQUIRED: 3/5

INTRODUCTION

Staff is requesting City Council consideration of a Conditional Use Permit for Agritourism at 1415 Ash Street (Kavan Christmas Tree Farm).

Complete Application Date:	September 18, 2023
60-Day Review Deadline:	November 17, 2023
120-Day Review Deadline:	January 16, 2024
Environmental Board Meeting:	September 27, 2023
Park Board Meeting:	N/A
Planning & Zoning Board Meeting:	October 11, 2023
Tentative City Council Work Session:	November 6, 2023
Tentative City Council Meeting:	November 13, 2023

BACKGROUND

The applicant, Stephen Kavan, submitted a Land Use Application for a Conditional Use Permit (CUP) for Agritourism to operate Kavan Christmas Tree Farm on their property located at 1415 Ash Street.

This staff report provides a comparison of the October 11, 2023 Planning & Zoning staff report with the revised plans. Changes in the plans are either narratively described or shown as ~~striketrough~~ (deletions) or underline (additions).

This staff report is based on the following information:

- Applicant Narrative received on September 13, 2023
- Barn Schematics
- Wetland Delineation Report prepared by Kjolhaug Environmental Services Company, Inc.
- MN Wetland Conservation Act Notice of Decision dated June 28, 2023
- Certificate of Survey prepared by EG Rud & Sons, Inc. dated ~~September 13, 2023~~ October 16, 2023
- Site Plan Exhibit prepared by EG Rud & Sons, Inc. dated ~~September 13, 2023~~ October 27, 2023
- Site Plan Exhibit with Labels prepared by EG Rud & Sons, Inc. dated ~~September 13, 2023~~ October 27, 2023
- Recommendations for Surfacing of Drive and Parking Areas prepared by MJC Engineering LLC dated August 1, 2023
- Cost Estimates
- Traffic Study prepared by S2 Traffic Solutions dated July 17, 2023
- Monument Sign Detail and Location Map
- Grading, Drainage, and Erosion Control Plan prepared by EG Rud & Sons, Inc. dated ~~September 7, 2023~~ October 27, 2023

ANALYSIS

Background

Per the applicant's narrative, the Kavan family purchased the property in 2018 with the intent to operate a cut-your-own Christmas tree farm. The farm will also offer pre-cut trees from other off-site locations as well as wreathes, tree stands and tree disposal bags. The farm may have the following free features: small playground structure or hay bales for kids to play on while their parents are checking out, and props for family photos such as benches, stand-in boards, antique tractor or truck. The farm will be open on weekends and holidays during daylight hours, generally from 9am-4:30pm starting the weekend before Thanksgiving through mid-December. There may be some weekday operations. See attached Applicant's Narrative for more detailed background.

Zoning

The property is zoned R, Rural. Agriculture, gardening, and sod farming are permitted uses. Agritourism to operate a commercial tree farm is allowed with an approved conditional use permit.

AGRITOURISM. Includes any commercial enterprise that links agricultural production and/or processing with tourism in order to attract visitors onto a farm, ranch, or other agricultural business for the purposes of entertaining and/or educating.

Surrounding Zoning and Land Use

Direction	Zoning	Current Land Use	Future Land Use
North	R, Rural	Agricultural	Urban Reserve
South	R, Rural	Agricultural & Rural Residential	Low Density Sewered Residential
East	R, Rural	Agricultural & Rural Residential	Low Density Sewered Residential
West	R, Rural	Agricultural	Low Density Sewered Residential

Site and Building Plan

The site is approximately 40 acres and is an active tree farm with deciduous woodland. Wetlands and floodplain exist generally on the western half of site. The topography slopes from an elevation of 906-ft MSL down to a low of 900-ft MSL. Surrounding land use consists of cultivated fields, single-family homes, and wetlands.

The applicant’s site plan shows a 40’x 48’ (1,920 sf) agricultural building with ~~15,000sf~~ 14,835sf seasonal parking area and Class 5 gravel driveway in the southeast quadrant of the site. Metal buildings and pole barns are allowed as agricultural buildings on parcels greater than 5 acres. See attached Barn Schematics. Agricultural buildings are not subject to zoning ordinance building design standards.

Per the MJC Engineering LLC memo, the seasonal parking area will be covered with a grass reinforcement mesh such as GrassProtecta to protect against erosion.

Access to the site is via a private driveway easement over 1443 Ash Street. Arborvitae and white pine plantings are proposed along the private driveway as well as near the north lot line of 6097 Ash Street.

Outdoor Lighting

Outdoor lighting is not proposed. Any future outdoor lighting for either the building or outdoor areas shall meet City code performance standards. A lighting plan and details shall be submitted to City staff for review and approval prior to installation.

Off-Street Parking Requirements

City Code Section 1007.044 Off-Street Parking does not address parking requirements for seasonal agricultural uses. Staff estimates the proposed ~~15,000sf~~ 14,835sf parking area can accommodate approximately 30 parking spaces. Per the Traffic Study, peak traffic is estimated at 65 customers per hour. Per the applicant's narrative, they may use a reservation system if necessary to limit the number of customers during the busiest times. Any additional overflow parking shall meet the 50ft setback as required per City Code Section 1007.059 and shall be at least 10ft from the wetland west of the parking area.

City Code Section 1007.044(3)(h)8 requires an Emergency Vehicle Access with a minimum 20 foot wide driveway base for business uses. The site plan provides a 20ft Class 5 gravel driveway from Ash Street to the parking area; however, the Fire Division requires a fire apparatus road to extend within 150ft of all portions of the building. The site plan ~~shall be~~ has been revised to the Fire Division's satisfaction.

Grading Plan and Stormwater Management

Stormwater management for the tree farm proposes to have the driveway and building areas as the only impervious surfaces for the site. The remaining areas, including the parking area (Grassprotecta), are proposed to remain as pervious surfaces. Drainage for the lot will continue to flow from east to west across the site to Cedar Lake. The gravel driveway and agricultural building create approximately ~~7,000~~ 5,100sf impervious surface. The entire site is 39.87 acre. Stormwater ponds are not required if the impervious surface is less than 10,000sf.

Public Utilities

Public utilities are not required for the tree farm operations.

Landscape Plan

Landscaping standards will not apply to this agricultural use.

The proposed plan does include ample coniferous trees to screen the site from the property to the south and to screen the driveway.

Sod and Ground Cover Standards

The Turf Establishment Plan calls for Mn DOT 25-131, a low maintenance, drought tolerant turf grass over the parking lot and any other disturbed areas. The seed will be installed under a GRASSPROTECTA reinforcement mesh to minimize rutting and wear to the grass.

Category 2 wood fiber blanket is specified in the Grading, Drainage, and Erosion Control Plan. This ~~must be~~ has been updated to reflect the current Mn DOT category number with a note that the City requires natural net erosion blanket.

Signage

One 4ft x 3ft (12sf) ground sign is proposed south of the driveway near CSAH 32/CR J (Ash Street). The sign is proposed within the private driveway easement. Technically, the sign would be considered an off-premise sign and not allowed; however, staff would support the sign as a condition of the Conditional Use Permit. The easement owners need to formally amend the existing easement or draft and record a new document to allow for the sign. The easement shall clearly detail who is responsible for maintenance and removal of the sign.

A sign permit application would be required using the site plan to show the exact location of the sign. Per City Code Chapter 1010, a ground sign for non-residential uses in a R, Rural zoning district may only be 8ft in height. The sign shall not be located in the Ash Street right-of-way or within the vision triangle.

Impervious Surface Coverage

Rurally zoned parcels do not have a Maximum Impervious Surface Coverage requirement. The gravel driveway and agricultural building create approximately ~~7,000~~ 5,100sf impervious surface. The entire site is 39.87 acre.

Traffic Study

CSAH 32/CR J (Ash Street) is an A-Minor Expander Arterial road.

A Traffic Study was prepared by S2 Traffic Solutions. The study notes 2022 MNDOT traffic counts on Ash Street carries 5,122 vehicles per day. Peak hour traffic was assumed as 12% of daily volume or 615 vehicles. The estimated peak hour traffic associated for just the Christmas Tree farm is 65 customers per hour or 130 trips.

Per the study, the Level of Service on Ash Street will continue to operate at a Level A with the worst movement, southbound left operating at a Level B. Sight distance was also analyzed and the driveway was determined to have adequate distance to provide safe operations. Turn lanes were also analyzed and determined not to be needed for either northbound or southbound traffic.

Anoka County Highway Department reviewed the land use application. In lieu of turn lanes, portable changeable message signs (CMS) will need to be installed in both directions prior to the opening of the farm each year. The signs shall be active at all times while the farm is in operation and open to the public.

Environmental Review

An environmental assessment worksheet is not required for an agricultural Christmas tree farm.

Wetlands

There is one 5,091 sf wetland delineated west of the parking area. This wetland is a farmed, seasonally flooded depression dominated by reed canary grass. No impacts are proposed to this wetland.

There are also larger wetland areas on the west of the parcel that are associated with Cedar Lake. There are no impacts to these wetlands proposed with this project.

No drainage & utility easements, conservation easements, or wetland buffers are required in relation to the agritourism-tree farm use.

Shoreland District

Portions of the parcel are located in the Shoreland District of both Cedar Lake (OHWL = 892.9) and Wilkinson Lake (OHWL = 895.2). The required structure setback from the OHWL is 150 feet for both lakes. The agricultural building is setback over 600ft from the Cedar Lake OHWL and over 1200ft from the Wilkinson Lake OHWL.

There are no shoreland impacts related to the project.

Floodplain

There is FEMA floodplain Zone A on west half of the parcel. No floodplain impacts are proposed.

Minor Subdivision

As seen on the Certificate of Survey, the property at 6097 Ash Street has encroachments (play house, porch, deck) onto the subject site. Under a separate Land Use Application for a Minor Subdivision, the applicant is going to deed approximately 6,500sf to 6097 Ash Street. This application will be reviewed separately at staff level.

Additional City and Government Agency Review Comments

Anoka County Highway Department

Per Anoka County Highway Department memo dated September 27, 2023:

- Portable changeable message signs (CMS) will need to be installed in both directions prior to the opening of the farm each year. The signs shall be active at all times while the farm is in operation and open to the public.
- No plantings or private signs will be permitted within the county right of way and care must be exercised when locating private signs, building, structures, plantings, berms,

etc. outside of the county right of way, so as not to create any new sight obstructions for this section of CSAH 32.

- A Permit for work within the County Right of Way must be obtained prior to the placement of the portable signs.

Public Safety Comments

The Lino Lakes Public Safety Department-Fire Division requires a 20ft wide fire apparatus road to extend within 150ft of all portions of the building. The site plan has been revised to the Fire Division's satisfaction.

The Lino Lakes Public Safety Department-Police Division did not express any concerns with the proposed tree farm.

Environmental Board

The Environmental Board reviewed the development proposal at their September 27, 2023 meeting and supported the project with some with minor revisions as summarized in the ~~attached~~ October 2, 2023 Environmental Coordinator memo. These revisions have been made.

Planning & Zoning Board

The Planning & Zoning Board held a public hearing on October 11, 2023. The property owner at 1443 Ash Street spoke during the public hearing and noted support for the project but did have concerns and questions regarding traffic, signage, property taxes, and a gate.

The Planning & Zoning Board recommended approval with a 7-0 vote with the following changes to the conditions as noted in the Planning & Zoning staff report:

1. Agricultural activities related to the production and maintenance of the tree farm is allowed year round.
2. The agritourism tree farm may operate from November 1st to December 31st annually.
3. The agritourism tree farm may operate from 8am to 6pm daily.
4. The Community Development Director or assigns may administratively approve ~~minor~~ changes to days and times of operation.
5. ~~The lean-to proposed as checkout room on the submitted Barn Schematics sheet shall be allowed as long as it remains open on the remaining three (3) sides.~~
6. No part of the agricultural building may be open to the public.
7. Any future outdoor lighting shall meet City code performance standards.

- a. A lighting plan and details shall be submitted to City staff for review and approval prior to installation.
8. Any additional overflow parking shall meet the 50ft setback as required per City Code Section 1007.059 and shall be at least 10ft from the wetland west of the parking area.
9. Signage:
 - a. One (1) off-premise ground sign shall be allowed within the private driveway easement.
 - i. Consistent with City Code Section 1010.008(1)(a) for R, Rural non-residential uses:
 1. The maximum sign area shall be 50 square feet.
 2. The maximum sign height shall be eight (8) feet.
 3. The sign shall not be located in the CSAH 32/CR J (Ash Street) right-of-way or vision triangle.
 - b. The private driveway easement owners shall formally amend the existing easement or draft and record a new document to allow for the sign.
 - i. The easement shall clearly detail who is responsible for maintenance and removal of the sign.
 - c. A sign permit application shall be required using the site plan to show the exact location of the sign.
 - d. If hours of operation are allowed at beyond daylight hours, signage shall be lit in compliance with City Code Section 1007.043(6).
10. Per Anoka County Transportation Division-Highway letter dated September 27, 2023:
 - a. Portable changeable message signs (CMS), as defined and approved by Anoka County, will need to be installed in both directions prior to the opening of the farm each year. The signs shall be active at all times while the farm is in operation and open to the public.
 - b. No plantings or private signs will be permitted within the county right of way and care must be exercised when locating private signs, building, structures, plantings, berms, etc. outside of the county right of way, so as not to create any new sight obstructions for this section of CSAH 32.
 - c. A Permit for work within the County Right of Way must be obtained prior to the placement of the portable signs.

11. A 20 foot wide fire apparatus road extending to within 150 feet of all portions of the building shall be accessible at all times.
12. Additional traffic controls may be required if warranted by the City of Lino Lakes or Anoka County.
13. Failure to comply with any of the listed conditions may result in revocation of the conditional use permit.

Agreements

Stormwater Maintenance Agreement

There are no required stormwater facilities on site; therefore, no maintenance agreement is required.

Site Improvement Performance Agreement

A Site Improvement Performance Agreement and securities are not required.

Comprehensive Plan

Land Use

The Comprehensive Plan guides this property for low density sewer residential. The proposed agritourism tree farm is a compatible agricultural land use until the land is developed with low density residential housing.

Housing

The goals and policies of the Housing Plan are not negatively impacted by the proposed agritourism tree farm.

Economic Development

The goals and policies of the Economic Development Plan are not negatively impacted by the proposed agritourism tree farm. The tree farm promotes agritourism and rural economic development.

Transportation

Goals of the Transportation Plan are to ensure that streets and roads are as safe as possible and to reduce unnecessary traffic. CSAH 32/CR J (Ash Street) is an A-Minor Expander Arterial road. The proposed agritourism tree farm shall be required to install portable changeable message signs along the highway in both directions to provide advanced warning to drivers.

Local Water Management Plan

The goals and policies of the Local Water Management Plan to protect, preserve, and use natural surface and groundwater storage and retention systems are being implemented by minimizing on-site impervious surfaces.

Sanitary Sewer

The proposed agritourism tree farm does not require sanitary sewer. Temporary restrooms will be provided onsite.

Water Supply Plan

The proposed agritourism tree farm does not require a water supply.

Parks, Greenways and Trails

The goals and policies of the Parks, Greenways and Trails Plan are not negatively impacted by the proposed agritourism tree farm.

Community Facilities

The goals and policies of the Community Facilities Plan are not negatively impacted by the proposed agritourism tree farm.

Findings of Fact-Conditional Use Permit

Council Resolution No. 23-111 details the Conditional Use Permit Findings of Fact.

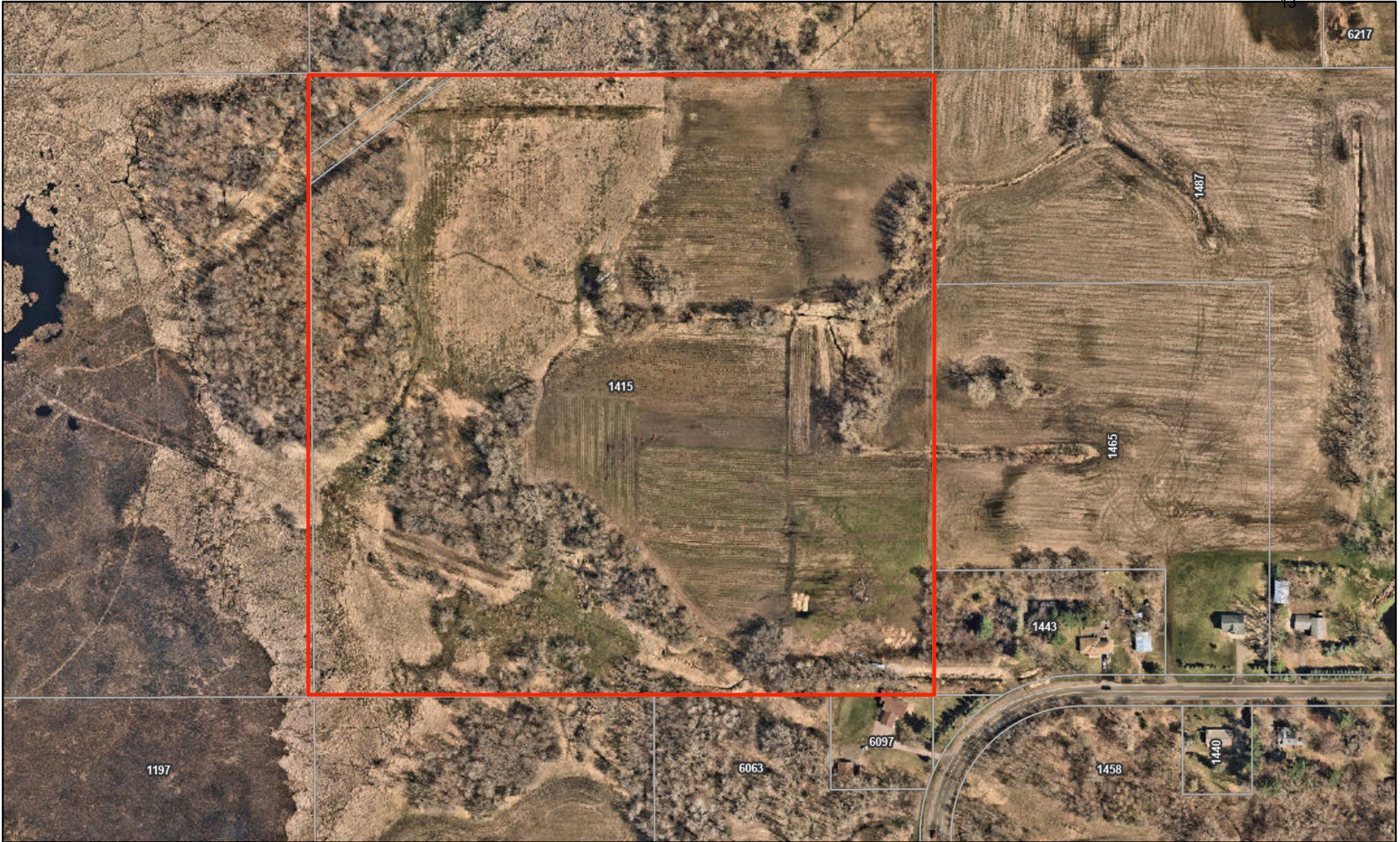
RECOMMENDATION

Staff and Planning & Zoning Board recommend approval of the Conditional Use Permit for Agritourism for 1415 Ash Street (Kavan Christmas Tree Farm).

ATTACHMENTS

1. Site Location and Aerial Map
2. Applicant Narrative
3. Site Plan Overall
4. Site Plan Inset
5. Barn Schematics
6. Resolution No. 23-111

Kavan Christmas Tree Farm



13

6217

1415

1487

1465

1443

1197

6063

6097

1458

1440

1 in = 400 Ft

Address Labels

 Parcels



October 3, 2023
Map Powered By Datafi



Kavan Family Christmas Tree Farm CUP Narrative

In early 2018 we purchased the 39.6 acre farm (PID# 34-31-22-31-0001) located at 1415 Ash Street in Lino Lakes, about a half mile west of the Centerville/Ash intersection. In November 2018 I had conversations with the City Planner and determined that a cut-your-own Christmas Tree farm is an allowed use, and in spring 2019 we started planting Christmas trees. The Kavan Family Christmas Tree farm is a family run cut-your-own Christmas tree farm (Steve (dad), Lauren (mom), Lydia (10) and Wade (8)). The farm started planting Christmas trees in 2019 on the 40 acre farm and plants 2,000 – 4,000 Christmas trees every year, and grows Balsam fir, Canaan fir, Fraser fir, Norway pine, White pine, Colorado spruce and other Christmas tree varieties. Christmas trees transplants are purchased from nurseries and are 3-5 years old when planted at our farm (6 – 18 inches tall) and on average take another eight years to reach maturity (6-8 feet tall). Our tallest trees are now 6 ½ feet tall. In 2022, Steve transitioned full-time to the farm during the growing season (April – October) and is investing considerable time and money into the farm, having invested over \$100,000 in trees, fertilizer, equipment, and third-party labor since starting in 2019. A 20-foot-wide commercial driveway to serve the cut-your-own operations was approved by the City of Lino Lakes and Anoka County and installed in June 2022. The farm plans to open for tree sales to customers for the 2024 season.

The farm offering families the opportunity to cut their own Christmas tree whereby they take a hand saw (no gas saws would be allowed) and a hand pulled sled into the fields, and customers would select and cut their own tree, and then bring that tree back to a small 1,920 square foot barn for processing. For families who prefer a taller tree than what is available in the field or prefer not to cut down their own tree, the farm will offer pre-cut Christmas trees where the families could select a pre-cut tree near the sales stand/check out area, which will be a heated space less than 300 square feet in size and part of the barn. In order to provide taller trees, some of these pre-cut trees will be from other farms in Minnesota or Wisconsin.

As part of the checkout process, the farm will shake the tree on a shaker (which helps the old needles fall off at the farm, instead of in someone's house), make a fresh cut on the bottom of the tree with an electric chainsaw (a fresh cut helps the tree last longer once in the house), and net the tree, which compresses the tree and helps for easier transportation and entry into one's house. The farm may offer delivery of customer selected trees to customers in Lino Lakes and the nearby surrounding communities.

The farm will offer items made from tree branches, such as wreaths, as well as tree stands and tree disposal bags.

The farm will be open on weekends and holidays during daylight hours, generally from 9am-4:30pm starting the weekend before Thanksgiving, and go through mid-December. The farm may be open some of the weekdays during that date range during daylight hours from 12-4:30pm, depending on demand, weather, tree availability, and labor availability.

The farm seeks to provide families with great wholesome memories. The farm will likely offer complimentary items such as coffee/hot chocolate and cookies. The farm may have the following free features: small playground structure or hay bales for kids to play on while their parents are checking out, and props for family photos such as benches, stand-in boards, antique tractor or truck.

Families may be able to bring their dogs with and there would be signage requiring dogs to be on a leash at all times.

Parking will be available at the farm and no street parking on Ash street will be allowed, and we may use a reservation system if necessary to limit the number of customers during the busiest times. Initially reservations will likely not be needed, as it will take time for customers build their traditions around the farm, though reservations is an available tool that other Christmas tree farms utilize to help even out the customer flow. To help provide privacy screening to the nearest neighbors, the farm in 2022 and 2023 planted approximately 250 quick growing arborvitae and white pines along the south border as well as immediately east of the entrance. The neighbor to the east wishes to have privacy screening on the north side of the driveway, and so additional trees will be planted there in future years, as well as to the south. The neighbor does not want a screen to the east, and so trees won't be planted there again unless the neighbor chooses otherwise. Once the Arborvitae and White Pines are large enough to provide an adequate screen, the remaining buckthorn to the south will be removed.

It is common for families to want to get their professional family photos taken at Christmas tree farms, and so professional photographers may be allowed during the offseason to have photos taken of their clients.

Community and Environmental Stewardship

We believe in giving back to the great community we are located in and commit to donate at least 5% of pre-tax sales receipts to Centennial School Parent Teacher Associations serving Lino Lakes and to the Centennial Community Food Shelf, as well as to offer a number of free trees annually to those in need. The farm may have an option for customers to donate to a specific charity during their check out process and plans to have a collection bin for Toys for Tots and may offer a discount on a tree or a free ornament for people that participate.

The farm would be open to providing free educational tours during the year to Centennial school groups and community organizations (e.g. boy/girl scouts) from the nearby area as way to help educate children on environmental stewardship and tree farming. This would be limited to schools in the immediate area and a handful of days a year.

The Minnesota Christmas Tree Association, of which Steve is a board member and Treasurer, annually participates in a Trees for Troops program that organizes a donation of Christmas trees to military families in the US and stationed abroad and the Trees for Troops has delivered 293,000 trees since 2005. Our farm plans to participate in this program once our trees are tall enough.

Land Gift to Neighbor

It was discovered that part of the house on the adjoining property to the south of the Farm was built on the Farm property, and the Farm is in the process of gifting that land along with an extra buffer to the neighbor at no cost for the land. It is envisioned this transfer will occur simultaneous with this process.

SITE PLAN EXHIBIT

~for~ KAVAN FAMILY CHRISTMAS TREE FARM
 ~of~ 1415 ASH STREET,
 LINO LAKES, MINNESOTA

OWNER

STEVE KAVAN
 3 GOLDFINCH LANE
 NORTH OAKS, MN 55127

PARCEL DESCRIPTION

(PER ANOKA COUNTY TAX RECORDS)

The Northeast Quarter of the Southwest Quarter of Section 34, Township 31, Range 22, Anoka County, Minnesota, EXCEPT any part of the following described 50.00 foot wide strip of land lying within said Quarter-Quarter, said strip of land being 25.00 feet in width on each side of the following described centerline:

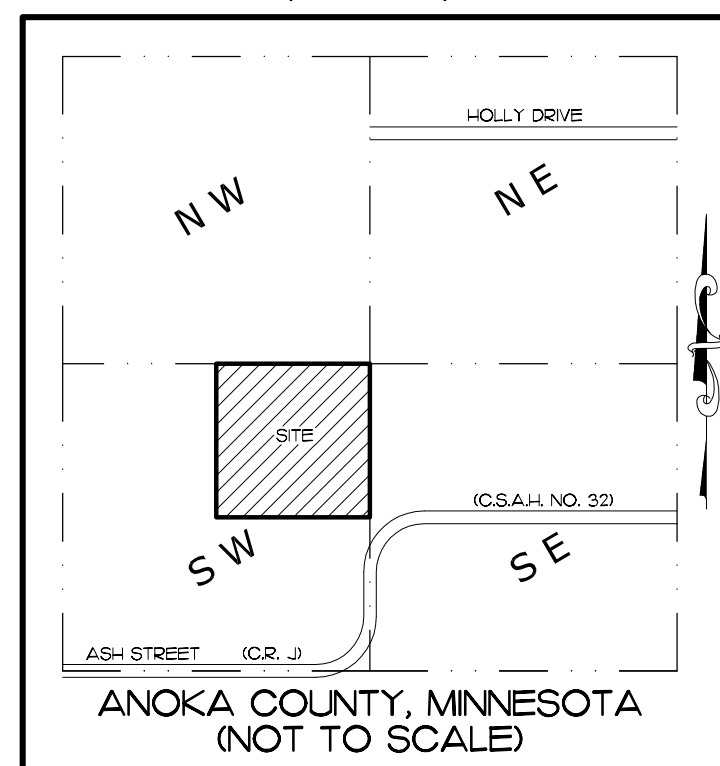
Beginning at a stake on the North line of said Section 34, distant 114.8 West of the Northeast corner thereof; thence South 52 degrees 27 minutes West, 6419.00 feet to a stake on the West line of said Section 34, distant 1458.00 feet North of the Southwest corner thereof and said centerline there terminating.

NOTES

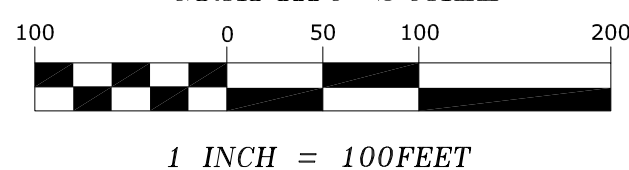
- Field work was completed by E.G. Rud and Sons, Inc. on 2/14/23.
- Bearings shown are on Anoka County Coordinate System
- Parcel ID Number: 34-31-22-31-0001.
- Contours shown hereon are a combination of field gathered spot elevations and MNDNR provided Lidar.
- This exhibit was prepared without the benefit of title work. Additional easements, restrictions and/or encumbrances may exist other than those shown hereon. Exhibit subject to revision upon receipt of a current title commitment or an attorney's title opinion.
- Due to field work being completed during the winter season there may be improvements in addition to those shown that were not visible due to snow and ice conditions characteristic of Minnesota winters.
- Wetlands shown hereon were provided by Kjolhaug Environmental Services Company.

VICINITY MAP

SEC. 34, TWP. 31, RNG. 22



GRAPHIC SCALE



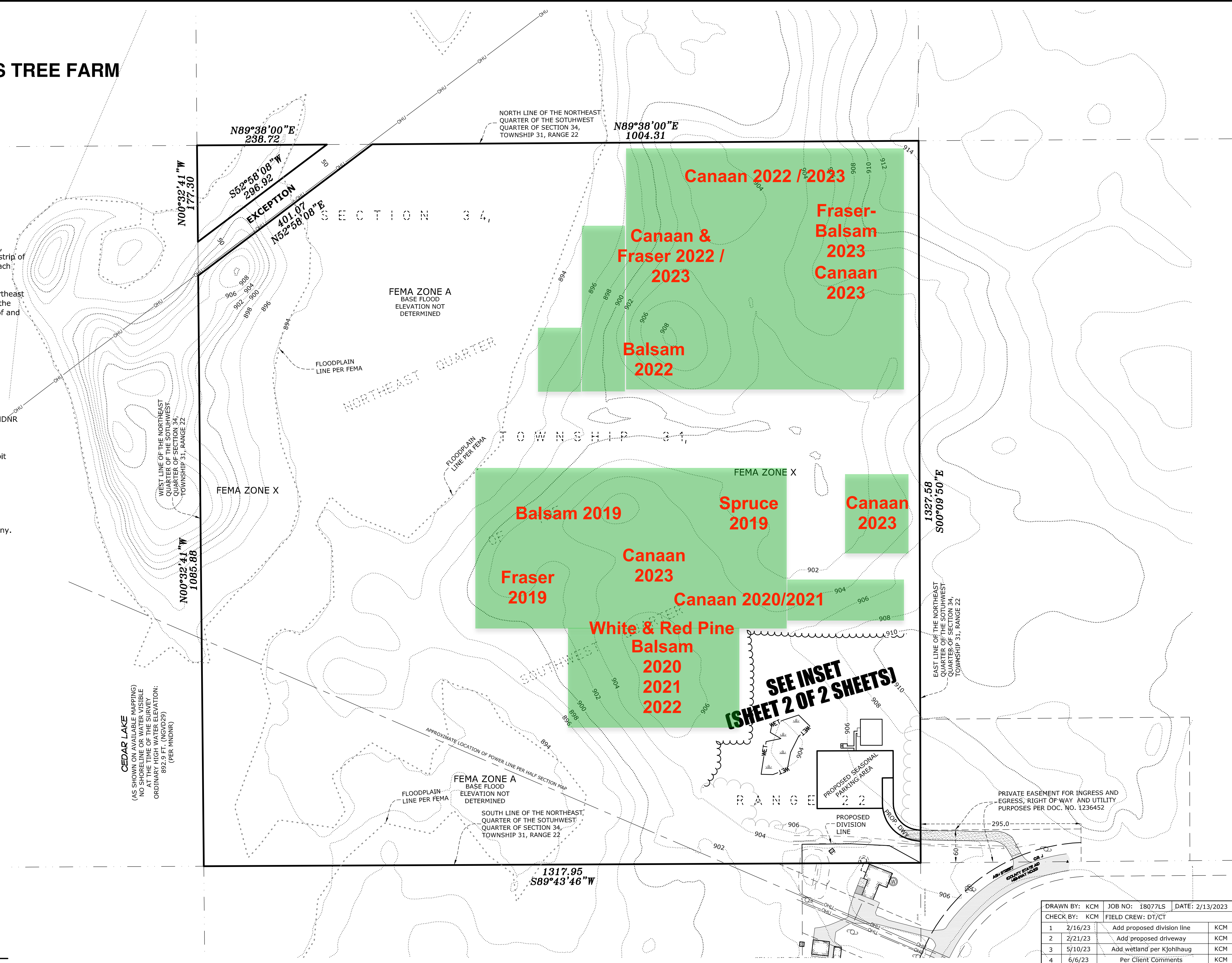
NORTH

E. G. RUD & SONS, INC.
 EST. 1977
 Professional Land Surveyors
 6776 Lake Drive NE, Suite 110
 Lino Lakes, MN 55014
 Tel. (651) 361-8200 Fax (651) 361-8701

BENCHMARK

BENCHMARK: ANOKA COUNTY BM 3003
 ELEVATION = 910.892
 DATUM = NAVD88

SHEET 1 OF 2 SHEETS



**SEE INSET
 (SHEET 2 OF 2 SHEETS)**

DRAWN BY:	JOB NO:	DATE:
KCM	18077LS	2/13/2023
CHECK BY:	FIELD CREW:	
KCM	DT/CT	
1	2/16/23	Add proposed division line KCM
2	2/21/23	Add proposed driveway KCM
3	5/10/23	Add wetland per Kjolhaug KCM
4	6/6/23	Per Client Comments KCM
5	7/21/23	Add Sheet/City Comments KCM
6	8/28/23	Per CUP Application KCM
7	9/13/23	Per Client Comment KCM
8	10/16/23	Per City Comment KCM
9	10/18/23	Per City Comments KCM
10	10/27/23	Per City Comments KCM

SITE PLAN EXHIBIT INSET

~for~ **KAVAN FAMILY CHRISTMAS TREE FARM**
~of~ **1415 ASH STREET,
LINO LAKES, MINNESOTA**

NOTES

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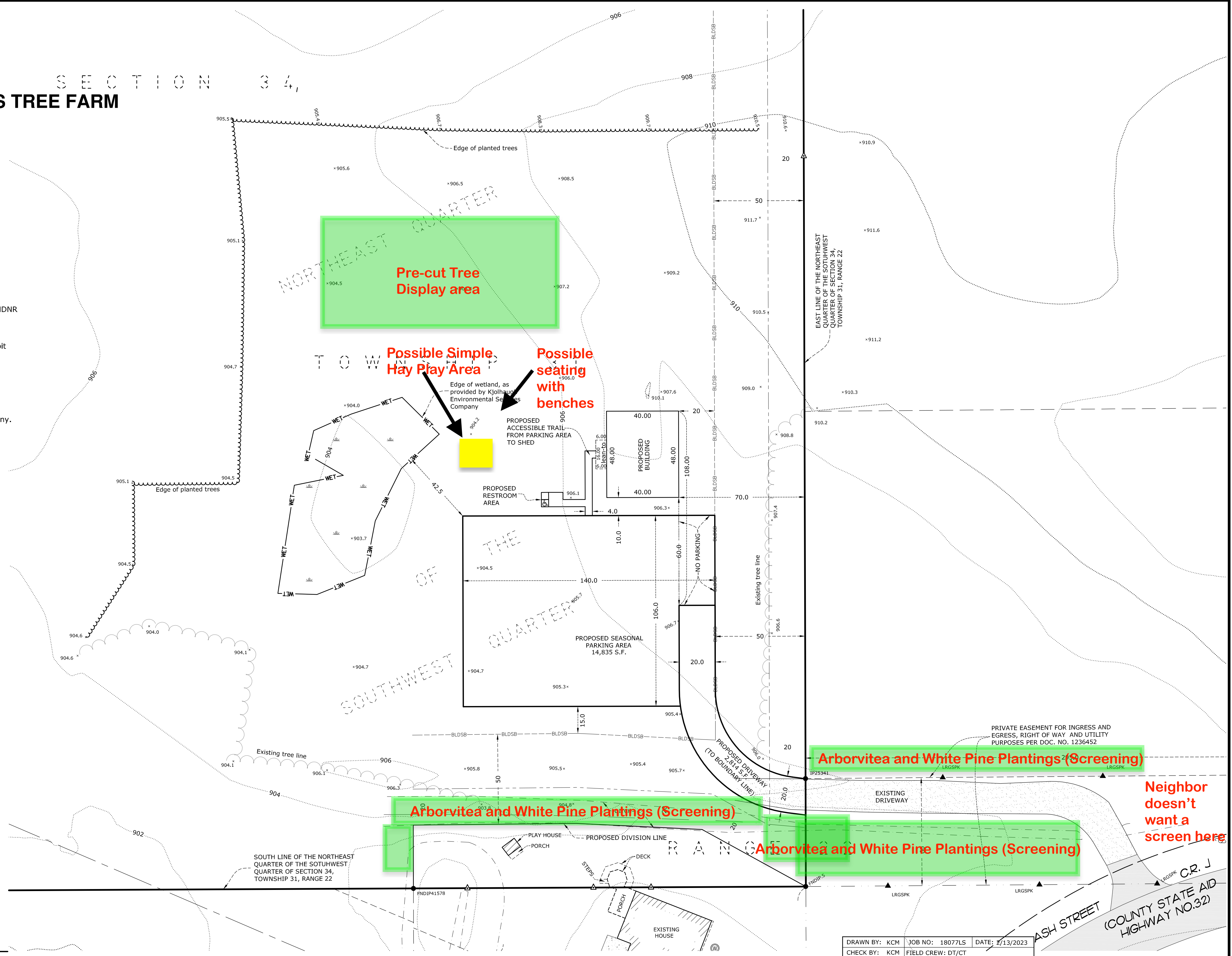
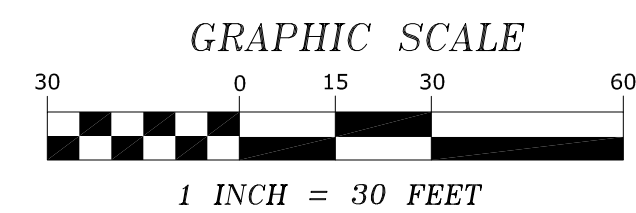
IMPERVIOUS SURFACE CALCULATIONS

TOTAL LOT AREA1,736,614 S.F.
PROPOSED BUILDING/LEAN-TO2,016 S.F.
PROPOSED GRAVEL DRIVEWAY2,814 S.F.
EXISTING PORCH & PLAYHOUSE270 S.F.
TOTAL IMPERVIOUS SURFACE5,100 S.F.
PERCENT IMPERVIOUS0.3%

BENCHMARK

BENCHMARK: ANOKA COUNTY BM 3003
ELEVATION = 910.82
DATUM = NAVD88

NORTH



Neighbor doesn't want a screen here

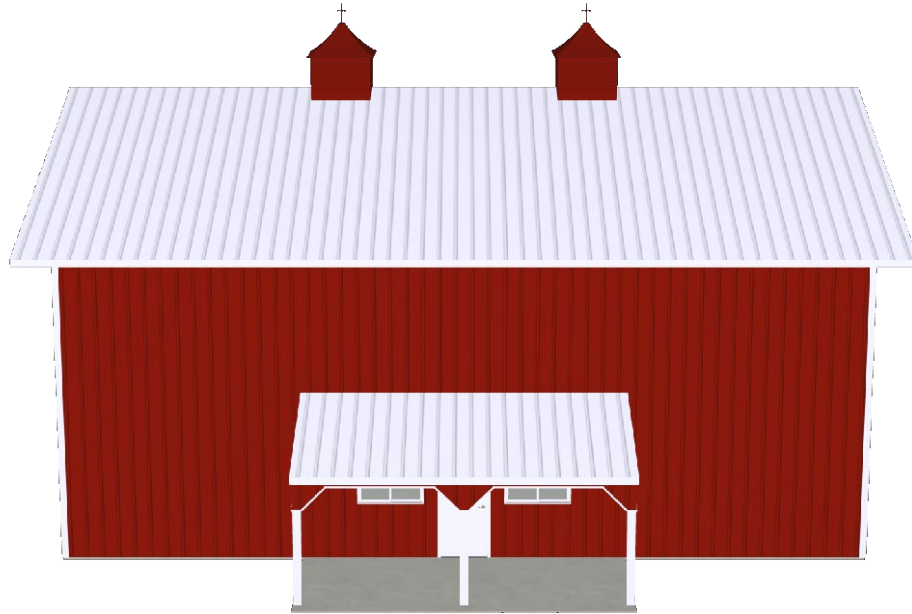
E. G. RUD & SONS, INC.
EST. 1977
Professional Land Surveyors
6776 Lake Drive NE, Suite 110
Lino Lakes, MN 55014
Tel. (651) 361-8200 Fax (651) 361-8701

SHEET 2 OF 2 SHEETS

DRAWN BY: KCM		JOB NO: 18077LS		DATE: 2/13/2023			
CHECK BY: KCM		FIELD CREW: DT/CT					
1	2/16/23	Add proposed division line	KCM	7	9/13/23	Per Client Comment	KCM
2	2/21/23	Add proposed driveway	KCM	8	10/16/23	Per City Comments	KCM
3	5/10/23	Add wetland per Kjolhaug	KCM	9	10/18/23	Per City Comments	KCM
4	6/6/23	Per Client Comments	KCM	10	10/27/23	Per City Comments	KCM
5	7/21/23	Add Sheet/City Comments	KCM				
6	8/28/23	Per CUP Application	KCM				

Kavan Family Christmas Tree Farm
Barn Schematics (Draft)

Front View (South Side)



Note: The inside of this door will be a 20x14.5 sf checkout room (under 300 sf).

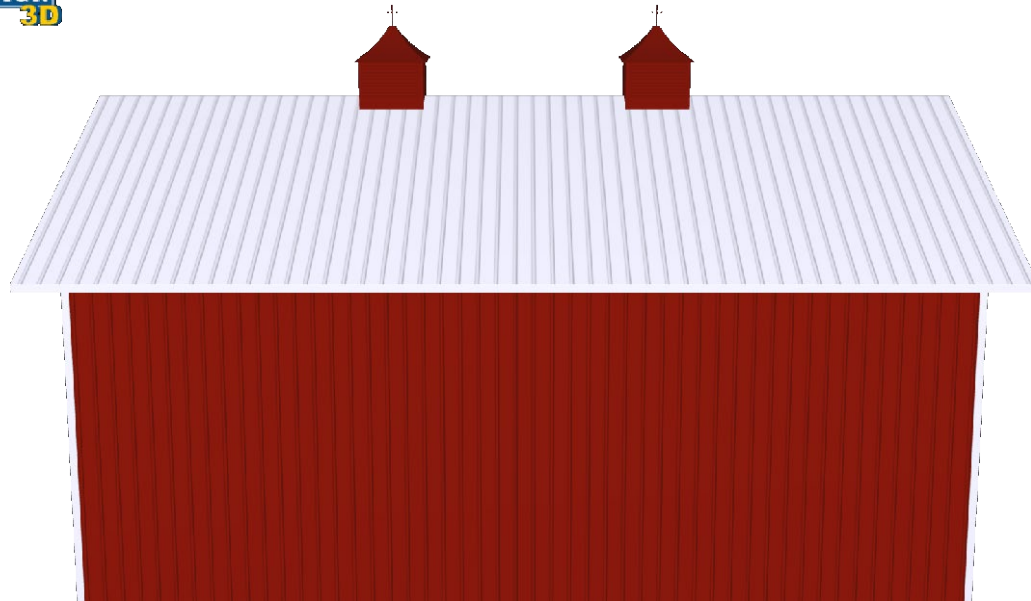
Side View (West Side)



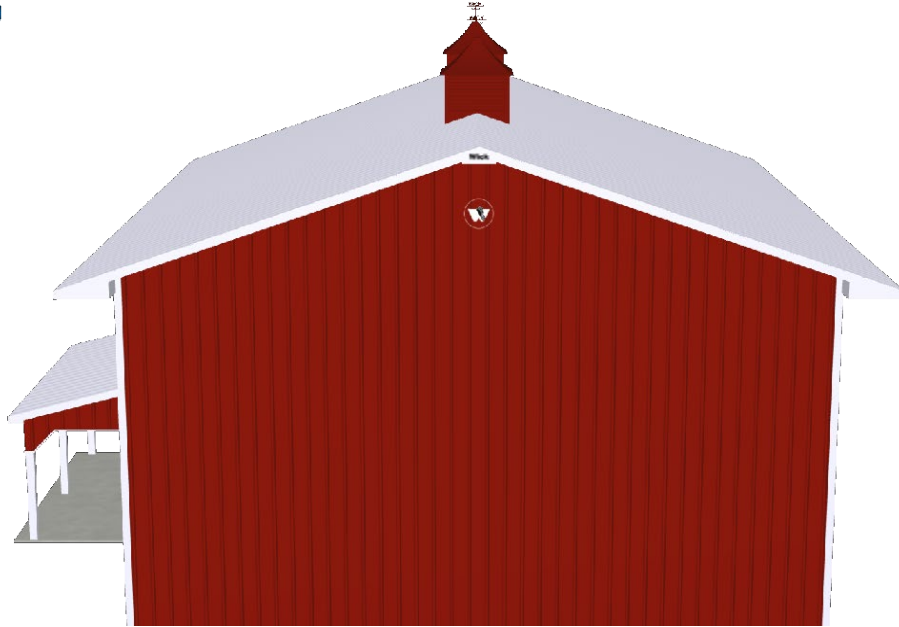
Note: These garage doors will be open for tree processing (shaking off old needles, making a fresh cut, netting the tree for easier transport)

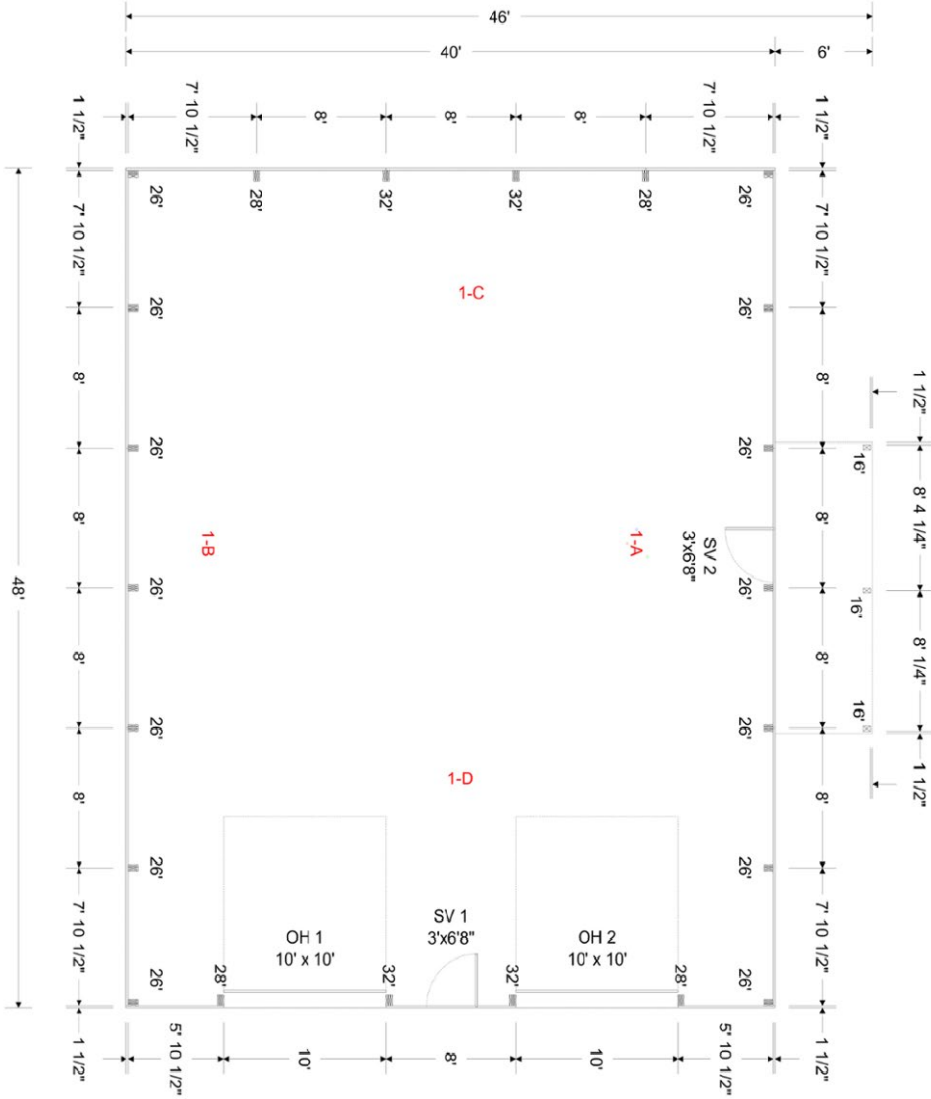
Back View (North Side)

A 3D architectural rendering of the back view of the red barn. The image shows the roof and the two cupolas. The roof is light gray with a corrugated texture. The walls are red with vertical siding. The cupolas are dark red with a cross on top. A small logo with the text "3D" is visible in the upper left corner.



Side View (East Side)





**CITY OF LINO LAKES
RESOLUTION NO. 23-111**

**RESOLUTION APPROVING CONDITIONAL USE PERMIT FOR
AGRITOURISM AT 1415 ASH STREET (KAVAN CHRISTMAS TREE FARM)**

WHEREAS, on September 18, 2023, the City received a land use application for a conditional use permit for agritourism at 1415 Ash Street (Kavan Christmas Tree Farm) and hereafter referred to as “Development”; and

WHEREAS, the October 11, 2023 Planning & Zoning Staff Report and the November 13, 2023 Council Staff Report provide supporting narrative and documentation to the land use application; and

WHEREAS, the property is zoned R, Rural and allows for agritourism with an approved conditional use permit; and

WHEREAS, the legal description of the subject property is as follows:

THE NE1/4 OF SW1/4 OF SEC 34 TWP 31 RGE 22, EX ANY PRT OF THE FOL DESC 50 FT STRIP OF LAND LYG WITHIN SD 1/4 1/4, SD STRIP OF LAND BEING 25 FT IN WIDTH ON EACH SIDE OF FOL DESC C/L: BEG AT A STAKE ON N LINE OF SD SEC 34 114.8 FT W OF NE COR THEREOF, TH S 52 DEG 27 MIN W 6419 FT TO A STAKE ON W LINE OF SD SEC 1458 FT N OF SW COR THEREOF, SUBJ TO EASE OF REC; and

WHEREAS, City staff has completed a review of the land use application based on the following plans:

- Applicant Narrative received on September 13, 2023
- Barn Schematics
- Wetland Delineation Report prepared by Kjolhaug Environmental Services Company, Inc.
- MN Wetland Conservation Act Notice of Decision dated June 28, 2023
- Certificate of Survey prepared by EG Rud & Sons, Inc. dated September 13, 2023 October 16, 2023
- Site Plan Exhibit prepared by EG Rud & Sons, Inc. dated September 13, 2023 October 27, 2023
- Site Plan Exhibit with Labels prepared by EG Rud & Sons, Inc. dated September 13, 2023 October 27, 2023
- Recommendations for Surfacing of Drive and Parking Areas prepared by MJC Engineering LLC dated August 1, 2023
- Cost Estimates

- Traffic Study prepared by S2 Traffic Solutions dated July 17, 2023
- Monument Sign Detail and Location Map
- Grading, Drainage, and Erosion Control Plan prepared by EG Rud & Sons, Inc. dated September 7, 2023 October 27, 2023; and

WHEREAS, a public hearing was held before the Planning & Zoning Board on October 11, 2023 and the Board recommended approval of the conditional use permit with a 7-0 vote.

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

FINDINGS OF FACT

Per City Code Section 1007.016(3):

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

1. The proposed development application has been found to be consistent with the design standards listed in City Code Section 1007.020(4).

See below.

2. Will not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons, property, or the general welfare because of excessive production of traffic, noise, smoke, fumes, glare, or odors.

The proposed agritourism tree farm will not involve activities detrimental to any person, property, or the general welfare.

3. Will not result in the destruction, loss, or damage of a natural, scenic or historic feature of major importance.

The proposed agritourism tree farm will not result in the destruction of a natural, scenic, or historic feature of major importance.

Per City Code Section 1007.020:

(4) *Performance Standards.* Plans which fail to meet the following criteria shall not be approved.

(a) The proposed development application must be consistent with the policies and recommendations of the Lino Lakes Comprehensive Plan.

The proposed agritourism tree farm is consistent with Lino Lakes Comprehensive Plan.

(b) The proposed development application is compatible with present and future land uses of the area.

The proposed agritourism tree farm is compatible with present and future land uses of the area.

(c) The proposed development application conforms to performance standards herein and other applicable City Codes.

The proposed agritourism tree farm conforms to City Code performance standards.

(d) Traffic generated by a proposed development application is within the capabilities of the City when:

1. If the existing level of service (LOS) outside of the proposed development is A or B, traffic generated by a proposed development will not degrade the level of service more than one grade.
2. If the existing LOS outside of the proposed development is C, traffic generated by a proposed development will not degrade the level of service below C.
3. If the existing LOS outside of the proposed development is D, traffic generated by a proposed development will not degrade the level of service below D.
4. The existing LOS must be D or better for all streets and intersections providing access to the proposed development. If the existing level of service is E or F, the developer must provide, as part of the proposed project, improvements needed to ensure a level of service D or better.
5. Existing roads and intersections providing access to the proposed development must have the structural capacity to accommodate projected traffic from the proposed development or the developer will pay to correct any structural deficiencies.
6. The traffic generated from a proposed development shall not require City street improvements that are inconsistent with the Lino Lakes Capital Improvement Plan. However, the City may, at its discretion, consider developer-financed improvements to correct any street deficiencies.
7. The LOS requirements in paragraphs 1. to 4. above do not apply to the I-35W/Lake Drive or I-35E/Main St. interchanges. At City discretion, interchange impacts must be evaluated in conjunction with Anoka County and the Minnesota Dept. of Transportation, and a plan must be prepared to determine improvements needed to resolve deficiencies. This plan

must determine traffic generated by the proposed development project, how this traffic contributes to the total traffic, and the time frame of the improvements. The plan also must examine financing options, including project contribution and cost sharing among other jurisdictions and other properties that contribute to traffic at the interchange.

The proposed agritourism tree farm meets LOS requirements. CSAH 32/CR J (Ash Street) is an A-Minor Expander Arterial road and has structural capacity to accommodate traffic from the proposed development. The traffic generated from a proposed development does not require City street improvements.

(e) The proposed development shall be served with adequate and safe water supply.

The proposed agritourism tree farm does not require a water supply.

(f) The proposed development shall be served with an adequate or safe sanitary sewer system.

The proposed agritourism tree farm does not require a sanitary sewer supply. On-site temporary restrooms will be provided.

(g) The proposed development shall not result in the premature expenditures of City funds on capital improvements necessary to accommodate the proposed development.

The proposed agritourism tree farm does not require City funds.

(h) Fire prevention and fighting equipment acceptable to the Board of Fire Underwriters and City Council shall be readily available when any activity involving the handling or storage of flammable or explosive materials is carried on.

The proposed agritourism tree farm does not involve any activity involving the handling or storage of flammable or explosive materials.

BE IT FURTHER RESOLVED the following specific performance standards of City Code Section 1007.059 have also been met:

(4) The site shall comply with the following requirements:

(a) Minimum lot area of 10 acres.

The lot area is 39.87 acres.

(b) All uses permitted by this section shall have at least one (1) primary access onto a collector street as identified on the functional classification map with the condition that the increase in traffic shall not create a nuisance, to nearby residents by way of traffic or noise or increase the public cost in maintaining the street.

The site is accessed via CSAH 32/CR J (Ash Street) which is an A-Minor Expander Arterial road.

(c) All structure, parking area, and agritourism related activity setbacks shall be 50 feet from any side or rear lot line. Drive aisle setbacks shall be 20 feet to any side or rear lot line.

The proposed parking lot and building setback is 50 feet and the drive aisle setbacks are at least 20 feet.

BE IT FURTHER RESOLVED the conditional use permit for agritourism for the Kavan Christmas Tree Farm located at 1415 Ash Street is approved subject to the following conditions:

1. Agricultural activities related to the production and maintenance of the tree farm is allowed year round.
2. The agritourism tree farm may operate from November 1st to December 31st annually.
3. The agritourism tree farm may operate from 8am to 6pm daily.
4. The Community Development Director or assigns may administratively approve changes to days and times of operation.
5. No part of the agricultural building may be open to the public.
6. Any future outdoor lighting shall meet City code performance standards.
 - a. A lighting plan and details shall be submitted to City staff for review and approval prior to installation.
7. Any additional overflow parking shall meet the 50ft setback as required per City Code Section 1007.059 and shall be at least 10ft from the wetland west of the parking area.
8. Signage:
 - a. One (1) off-premise ground sign shall be allowed within the private driveway easement.
 - i. Consistent with City Code Section 1010.008(1)(a) for R, Rural non-residential uses:
 1. The maximum sign area shall be 50 square feet.
 2. The maximum sign height shall be eight (8) feet.

3. The sign shall not be located in the CSAH 32/CR J (Ash Street) right-of-way or vision triangle.
 - b. The private driveway easement owners shall formally amend the existing easement or draft and record a new document to allow for the sign.
 - i. The easement shall clearly detail who is responsible for maintenance and removal of the sign.
 - c. A sign permit application shall be required using the site plan to show the exact location of the sign.
 - d. If hours of operation are allowed at beyond daylight hours, signage shall be lit in compliance with City Code Section 1007.043(6).
9. Per Anoka County Transportation Division-Highway letter dated September 27, 2023:
 - a. Portable changeable message signs (CMS), as defined and approved by Anoka County, will need to be installed in both directions prior to the opening of the farm each year. The signs shall be active at all times while the farm is in operation and open to the public.
 - b. No plantings or private signs will be permitted within the county right of way and care must be exercised when locating private signs, building, structures, plantings, berms, etc. outside of the county right of way, so as not to create any new sight obstructions for this section of CSAH 32.
 - c. A Permit for work within the County Right of Way must be obtained prior to the placement of the portable signs.
10. A 20 foot wide fire apparatus road extending to within 150 feet of all portions of the building shall be accessible at all times.
11. Additional traffic controls may be required if warranted by the City of Lino Lakes or Anoka County.
12. Failure to comply with any of the listed conditions may result in revocation of the conditional use permit.

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

Rob Rafferty, Mayor

ATTEST:

Jolleen Chaika, City Clerk

**CITY COUNCIL
WORK SESSION STAFF REPORT
ITEM NO. 2**

STAFF ORIGINATOR: Hannah Lynch, Finance Director

WORK SESSION DATE: November 6, 2023

TOPIC: 2024-2028 Financial Plan

BACKGROUND

The Draft 2024-2028 Financial Plan is attached for Council’s review. The Plan was prepared by staff in compliance to and in accordance with the Lino Lakes City Charter Section 7.05. The Transmittal Letter on page 3 gives a full overview of the Plan. The Financial Section of the Plan focuses on all city funds, while the Capital Improvement Program (including Appendix A and B) focuses on the capital project and enterprise funds.

The Project Detail in Appendix A appears in the following order:

1. Project Type
2. Project Year
3. Project Name

There are two specific programs within the Capital Improvement Program, Community Development and Citywide. Community Development projects are individually approved by Council through the competitive bidding process while Citywide projects are approved as part of the budgeting process. All Citywide 2024 projects have been presented to Council at budget work sessions, except for the following:

- Kitchen/Breakroom Remodel (Project #CW-326) on page 29

Staff will be looking for direction on that specific project. In addition, staff is looking to have the 2024-2028 Financial Plan accepted on December 11, 2023 as a guiding document.

REQUESTED COUNCIL DIRECTION

Staff will give a brief presentation and will be prepared to discuss the Plan. Per the Lino Lakes City Charter, the City Council shall hold a public hearing on the five-year financial plan and adopt it by resolution.

ATTACHMENTS

Draft 2024-2028 Financial Plan

2024 – 2028 FINANCIAL PLAN

DRAFT – November 6, 2023



Table of Contents

Transmittal Letter.....	3
Financial Section.....	10
Tax Summary.....	11
Cash Balance Summary.....	12
Debt Summary.....	13
Transfers Summary.....	14
Capital Improvement Program Section.....	15
Overview.....	16
Department Summary.....	17
Funding Summary.....	18
Projects by Funding.....	19
Projects by Program.....	22
Projects by Type.....	25
Appendix A.....	28
Project Detail	
Appendix B.....	156
Projected Cash Balances by Fund (Capital Project Funds)	



November 6, 2023

Honorable Mayor
Members of the City Council
City of Lino Lakes

Introduction

The 2024-2028 Financial Plan (the Plan) has been prepared by Management to give a five-year financial outlook for the City of Lino Lakes, Minnesota (the City). The Plan includes assumptions to project operations, capital, and debt over the next five years to continue to maintain essential services and programs including:

- Public safety (police and fire services)
- Street maintenance and construction
- Park maintenance and improvements
- Community and economic development
- Rookery Activity Center operations
- Capital equipment replacement
- Capital infrastructure debt service repayment

The Plan is just that, a plan. Adoption of the Plan does not signify approval of the assumptions represented in the following pages. The Plan is intended to be used as a guiding document for decision making. It allows the City to see the bigger picture in order to manage limited resources and achieve its goals.

Key Highlights

The tax levy is projected to increase from \$14.1 million to 18.9 million over the duration of this Plan. The tax rate is projected to increase from 36.007% in 2024 to 41.348% in 2028. The tax rate increase can be attributed to the following:

- Decrease in tax capacity for taxes payable 2025.
- Annual increases to the Capital Equipment Replacement (Fund 402) operating tax levy to continue pay-as-you-go funding for the replacement and addition of equipment and vehicles.

- Funding the replacement of two fire water tenders in 2023 with a ten-year operating levy commencing in 2024.
- Addition of a debt service tax levy for the 2024 Street Reconstruction Project.
- Addition of a debt service tax levy for the 2027 Street Reconstruction Project.

A pay-as-you-go methodology was applied to the capital needs in the Plan. Tax levies were increased to support future capital needs and to avoid issuance of debt in future years. To provide stabilization in the tax rate and utility rates, however, debt was modeled into the plan as follows:

- 2024 Street Reconstruction (\$4,550,000 issued in 2024)
 - 15-year obligation at 3.00% interest to be paid back by a debt service tax levy
- Water Treatment Plant (\$21,000,000 issued in 2024)
 - 20-year obligation at 2.00% interest (assumed PFA funding) to be paid back by Area & Unit Trunk Fund (406) revenues and other financing sources
- Otter Lake Road Extension (\$8,400,000 issued in 2025)
 - 10-year obligation at 3.00% interest to be paid back by Area & Unit Trunk Fund (406), Municipal State Aid (420), and Surface Water Management (422) revenues
- Public Works Facility (\$10,500,000 issued in 2026)
 - 20-year obligation at 3.00% interest to be paid back by Antenna Lease Revenues within the Building and Facilities Fund (401), Area & Unit Trunk Fund (406) revenues, and Water & Sewer User Fees
- 2027 Street Reconstruction (\$4,300,000 issued in 2027)
 - 15-year obligation at 3.00% interest to be paid back by a debt service tax levy
- West Side Relief Sewer (\$3,760,000 issued in 2027)
 - 10-year obligation at 3.00% interest to be paid back by Area & Unit Trunk Fund (406) revenues

Construction of a new Public Works Facility has been discussed by the City Council for many years and the Plan includes the project in 2026. Dollars are requested in 2024 from Building and Facilities Fund reserves for initial project development and feasibility studies. The current cost estimate and funding allocation developed by Management do

not result in a tax levy impact due to annual revenue sources available for debt service repayment within each funding source. If the City wishes to move forward with this project the cost estimate and funding allocation, along with if the tax levy is impacted, will need to continue to be refined.

Plans and specifications for a Water Treatment Plant were authorized by City Council in August 2022. The Plan assumes construction in 2024. Financing will need to be obtained once final timelines and cost estimates are known. The debt obligation is presumed to be paid back entirely from water user and trunk fees with no impact to the tax levy.

Assumptions

The assumptions developed by Management are conservative and will continue to be evaluated on an annual basis. Residential development is estimated at 160 homes per year while no commercial development is estimated in the Plan. The value and timing of commercial/industrial is difficult to predict and thus any additional tax capacity brought by non-residential properties will further bring down the projected tax rate.

Additional high-level assumptions built in to the Financial Section are as follows:

- 3.00% annual tax capacity growth rate
 - The average increase in tax capacity over the last seven years has been 12.00%
- \$410,350 estimated market value of the median value residential home
 - Value from Anoka County for taxes payable 2024
- 1.00% interest earnings on ending cash balances
- Tax Increment Financing (T.I.F) revenues for certified T.I.F districts as of 9/30/2023 include:
 - T.I.F District 1-11 Legacy at Woods Edge Development
 - T.I.F District 1-12 Clearwater Creek Business Park
 - T.I.F District 1-13 Lyngblomsten Senior Housing Project
- General Fund
 - 5.00% annual increase in expenditures
 - 3.00% annual increase in non-tax levy revenue
 - Transfer in of \$20,000 annually from the Cable TV and Communications Fund (204) to support the Communications Specialist position
 - Balanced budget with property taxes
 - Use of \$100,000 reserves in 2026 for ERP Software project funding

- Fund balance in 2028 is estimated at 50.00% of expenditures which is consistent with the current Fund Balance Policy
- Special Revenue Funds
 - Rookery Activity Center
 - 2023 will be the first full fiscal year of operation
 - 4.00% annual increase in expenditures
 - 5.00% annual increase in non-tax levy revenue
 - Continuation of \$500,000 operating tax levy
 - Other special revenue funds
 - Recurring revenue and expenditures have been projected. The projected cash balance can be used as a guide on how unanticipated revenue and expenditures would affect the fund.
- Debt Service Funds
 - Current outstanding bonded indebtedness is forecasted based on debt service schedules and pledged revenue outlined in the bond documents.

Capital Project Funds

Appendix B incorporates the Capital Improvement Program into Projected Cash Balance statements for each capital project fund. The ending cash balance for each fiscal year, by fund, is also carried forward and represented on the Cash Balance Summary within the Financial Section of the Plan. Specific assumptions and details surrounding each capital project fund are as follows:

- Fund 401, Building and Facilities, accounts for the maintenance and construction of municipal buildings and facilities. The main revenue source, charges for services, is cell tower antenna and ambulance lease revenue. The interfund loan activity represents payback from the T.I.F District 1-11 Fund (418) for the Legacy at Woods Edge Development. The interfund loan activity allows for fund reserves to be used as one of the funding sources for the Public Works Facility. Bond proceeds are projected in 2026 for the remainder of the Public Works Facility funding. The debt service payments are represented as transfers out to the respective debt service fund which will make the principal and interest payments.
- Fund 402, Capital Equipment Replacement, accounts for the purchase of capital equipment (including vehicles) for governmental functions, primarily Public Safety and Public Services. The main source of revenue is property taxes. The specific property tax levy for the fire water tenders funds the annual principal and interest on an interfund loan from the Sewer Fund. The Plan assumes a \$150,000 transfer in from the General Fund in 2024 to meet pay-as-you-go capital outlay

needs while the property tax levy increases at a gradual rate. Finally, proceeds from the sale of capital assets is assumed at 10% of the previous year's capital outlay expenditures.

- Fund 403, Office Equipment Replacement, accounts for the purchase of office equipment for governmental functions. The equipment is non-capital in nature (the City's capital asset threshold for equipment is \$10,000) and is not detailed in the Capital Improvement Program. The annual tax levy funds council technology stipends, computer replacements, other equipment (monitors, printers, scanners etc.), and network access devices. The 2026 transfer in represents funding for the ERP System project; \$100,000 from the General Fund (101) and \$150,000 from the Closed Bond Fund (301).
- Fund 405, Dedicated Parks, is a statutorily required fund. State law requires park dedication fees to be placed in a special fund. The fund may be used only for acquisition or improvement of parks and recreational facilities. It may not be used for their ongoing operation or maintenance. Park Dedication Fees are outlined in the City Fee Schedule. Outside of the Main Street Trail primarily funded through grants in 2026, no other revenue or expenditures have been assumed. As park dedication fees from future developments are collected park plans will be developed.
- Fund 406, Area & Unit Trunk, accounts for new sewer and water infrastructure. City Trunk Utility Connection Fees are outlined in the City Fee Schedule and are represented as special assessment revenue. Bond proceeds are projected for the Water Treatment Plant in 2024, Otter Lake Road Extension in 2025, Public Works Facility in 2026, and West Side Relief Sewer in 2027. The debt service payments are represented as transfers out to the respective debt service fund which will make the principal and interest payments. Water utility base fees are transferred in from the Water Operating Fund. Recent increases in the base fee are directly related to the Water Treatment Plant project to support the projected annual debt service payment.
- Fund 418, T.I.F District 1-11 Legacy at Woods Edge Development, accounts for tax increment revenues collected within the district. The district was certified in 2005 and will decertify by 2031. The tax increment will pay off the interfund loan from the Building and Facilities Fund (401) for the Legacy at Woods Edge Development by 2026 and in the same fiscal year start paying off an interfund loan from the Sewer Fund (602) for the same development. The interfund loan from the Sewer Fund is projected to be paid off in 2028.
- Fund 419, T.I.F District 1-12 Clearwater Creek Business Park, accounts for the tax increment revenues collected within the district. The district was certified in

2017 and will decertify in 2024. The tax increment pays off a PAYGO Financing Note issued to Distribution Alternatives in 2017. The note is estimated to be paid off in 2024 and any balance left in the fund is anticipated to be used for a future project.

- Fund 420, Municipal State Aid (MSA), accounts for the construction, repair and maintenance of MSA eligible city streets. Projects identified in the Capital Improvement Program to be funded completely or partially with MSA dollars have the project's total expenditure shown as capital outlay in this fund with offsetting other revenue sources such as grants or developer contributions. Municipal State Aid grant dollars are assumed to be requested as eligible projects occur with a goal of getting the City's total allotment each year. Bond proceeds are projected for Otter Lake Road Extension in 2025. The debt service payments are represented as transfers out to the respective debt service fund which will make the principal and interest payments.
- Fund 421, Pavement Management, accounts for street rehabilitation (not full depth reconstruction) of non-MSA eligible city streets. The fund is entirely funded with an operating tax levy. Water and sewer infrastructure repair and maintenance done in conjunction with street rehabilitation are paid for out of the respective enterprise fund(s).
- Fund 422, Surface Water Management, accounts for new surface water infrastructure as well as wetland bank activity. Surface Water Management Fees are outlined in the City Fee Schedule and are collected in full as charges for services or collected over time as a special assessment. The fund is currently showing a negative cash projection as no assumptions have been made in regards to the sale of wetland credits. If the Wetland Bank No. 3 project moves forward, wetland credit sales will eventually be realized from that project. Wetland Bank No. 3 is currently proposed to be funded with a interfund loan from the Sewer Fund (602). Bond proceeds are projected in 2025 for Otter Lake Road Extension. The debt service payments are represented as transfers out to the respective debt service fund which will make the principal and interest payment.
- Fund 423, Street Reconstruction, accounts for street reconstruction of non-MSA eligible city streets. Street reconstruction projects are completed every 3 years and funded with bond proceeds. A new capital project fund is created for each project to track the expenditure of bond proceeds. These funds are available to supplement bond proceeds or other funding sources.
- Fund 425, Park & Trail Improvements, accounts for the improvement of current city parks and trails. Projects primarily include the replacement of playground equipment. The fund is entirely funded with an operating tax levy. The Park

Board makes project recommendations to the City Council once funding is available.

- Fund 430, T.I.F District 1-13 Lyngblomsten Senior Housing Project, accounts for the tax increment revenues collected within the district. The district was certified in 2022 and will decertify by 2047. The tax increment will pay off a PAYGO Financing Note anticipated to be issued to Lyngblomsten in 2024.
- Fund 484, Comp Plan Updates, accounts for the resources needed to update the City's comprehensive plan every 10 years. Unused Planning and Zoning dollars from the General Fund (101) are transferred to this fund on an annual basis. Work on the 2050 Comprehensive Plan will begin in 2027.

Enterprise Funds

The City operates water, sewer, and storm water utilities each accounted for in a separate enterprise fund. Utility rates are charged as outlined in the City Fee Schedule. Each fund has been recently analyzed in a utility rate or feasibility study and the revenue and current expenditure assumptions from those studies have been represented on the Projected Cash Balance statements along capital outlay expenditures from the Capital Improvement Program. The ending cash balance for each fiscal year, by fund, is also carried forward and represented on the Cash Balance Summary within the Financial Section of the Plan.

Conclusion

The Plan is a work in progress and must be reviewed and revised in order to stay viable. While it is a guide, it does portray an overview of what the financial needs of the City are anticipated to be over the five years presented. As conditions change, the City must accommodate such changes. Actual performance will vary from the results modeled in the Plan.

Respectfully submitted,

Hannah Lynch
Finance Director

FINANCIAL SECTION



**City of Lino Lakes
2024-2028 Financial Plan**

Tax Levy Summary

	2024	2025	2026	2027	2028
Operating Levy					
101 General Fund	\$ 10,369,384	\$ 10,940,940	\$ 11,542,637	\$ 12,176,028	\$ 12,842,747
202 Rookery Activity Center	500,000	500,000	500,000	500,000	500,000
205 Blue Heron Days	10,000	10,000	10,000	10,000	10,000
402 Capital Equipment Replacement	600,000	810,000	972,000	1,166,400	1,399,680
402 Capital Fire Water Tender Replacement	248,820	246,558	244,296	242,034	239,772
403 Office Equipment Replacement	25,000	25,000	25,000	25,000	25,000
421 Pavement Management	990,000	1,138,500	1,309,300	1,505,700	1,731,500
425 Park & Trail Improvements	90,000	90,000	90,000	90,000	90,000
Total Operating Levy	12,833,204	13,760,998	14,693,233	15,715,162	16,838,699
<i>Annual % Change</i>	13%	7%	7%	7%	7%
Debt Levy					
338 2015A G.O. Bonds	219,857	216,182	269,798	222,364	222,626
338 2015A G.O. Bonds - Abatement Portion	54,732	53,682	-	-	-
339 2015 EDA Lease Revenue Bonds	319,765	318,557	317,192	315,669	319,239
344 2018A G.O. Bond	485,475	484,215	482,640	485,527	482,114
346 2021A G.O. Bond	207,895	209,575	211,150	207,370	208,840
New 2024 Street Reconstruction Funding	-	461,825	452,270	442,715	433,160
New 2027 Street Reconstruction Funding	-	-	-	-	436,450
Total Debt Levy	1,287,724	1,744,036	1,733,050	1,673,645	2,102,429
<i>Annual % Change</i>	-18%	35%	-1%	-3%	26%
Total Tax Levy	14,120,928	15,505,034	16,426,283	17,388,807	18,941,128
Less: Fiscal Disparities Distribution	(1,260,837)	(1,337,021)	(1,488,051)	(1,541,432)	(1,607,061)
Net Tax Levy	12,860,091	14,168,014	14,938,232	15,847,375	17,334,067
<i>Annual % Change</i>	12%	10%	5%	6%	9%

Tax Capacity Summary

	2024	2025	2026	2027	2028
Tax Capacity					
Personal and Real Estate	\$ 38,937,906	\$ 38,548,527	\$ 39,704,983	\$ 40,896,132	\$ 42,123,016
Assumed New Growth - Residential	-	649,994	1,338,988	2,068,737	2,841,066
Assumed New Growth - Commercial	-	-	-	-	-
Total Tax Capacity	38,937,906	39,198,521	41,043,971	42,964,869	44,964,082
Less: Fiscal Disparities Contribution	(1,820,393)	(1,875,005)	(1,931,255)	(1,989,193)	(2,048,868)
Less: Tax Increment Captured Value	(1,402,012)	(908,610)	(935,869)	(963,945)	(992,863)
Net Tax Capacity	35,715,501	36,414,906	38,176,848	40,011,732	41,922,350
	9%	2%	5%	5%	5%

Tax Rate Summary

	2024	2025	2026	2027	2028
City Tax Rate	36.007%	38.907%	39.129%	39.607%	41.348%

**City of Lino Lakes
2024-2028 Financial Plan**

Cash Balance Summary

	2024	2025	2026	2027	2028
General Fund					
101 General Fund	\$ 7,943,564	\$ 7,943,564	\$ 7,843,564	\$ 7,843,564	\$ 7,843,564
Special Revenue Funds					
202 Rookery Activity Center	13,314	21,913	26,287	26,988	24,637
203 Economic Development Authority	240,782	243,190	245,622	248,078	250,559
204 Cable TV & Communications	275,588	291,844	308,263	324,845	341,594
205 Blue Heron Days	5,315	5,368	5,422	5,476	5,531
207 State Narcotics Forfeiture	30,361	30,664	30,971	31,281	31,593
208 DUI Forfeitures	63,577	64,213	64,855	65,504	66,159
209 Forfeitures - Other	1,647	1,664	1,680	1,697	1,714
210 Federal Forfeiture - Treasury	32,922	33,251	33,583	33,919	34,258
211 K9 Unit	13,614	13,750	13,887	14,026	14,166
214 Public Safety Aid	597,164	603,135	609,167	615,258	621,411
Debt Service Funds					
301 Closed Bond	506,114	506,175	550,851	551,359	551,873
332 2007A G.O. T.I.F Bonds	-	-	-	-	-
333 2009A G.O. Improvement Note	-	-	-	-	-
335 2012A G.O. Bonds	-	-	-	-	-
336 2013A G.O. Improvement Bonds	-	-	-	-	-
337 2014A G.O. Improvement Bonds	265,568	231,016	-	-	-
338 2015A G.O. Bonds	697,604	714,181	735,639	709,997	729,323
339 2015 EDA Lease Revenue Bonds	391,914	411,927	432,001	452,128	477,551
340 2016A G.O. Capital Note	-	-	-	-	-
341 2016A G.O. Utility Revenue Bonds	255,706	257,263	258,836	-	-
342 2016B G.O. Improvement Bonds	-	-	-	-	-
344 2018A G.O. Bond	1,512,019	1,408,089	1,309,944	1,211,391	1,107,377
345 2020A G.O. Utility Revenue Bonds	220,391	221,595	222,811	224,039	225,279
346 2021A G.O. Street Reconstruction Bonds	214,246	228,669	243,260	252,767	267,440
Capital Project Funds					
401 Building and Facilities	1,993,058	2,581,757	677,001	670,821	681,585
402 Capital Equipment Replacement	298,897	198,921	113,731	189,349	753,022
403 Office Equipment Replacement	38,816	39,811	44,329	53,028	57,922
405 Dedicated Parks	361,302	364,915	168,564	170,249	171,952
406 Area & Unit Trunk	7,283,637	6,745,552	5,842,012	5,140,699	3,441,934
418 T.I.F District 1-11	-	-	-	-	-
419 T.I.F District 1-12	433,583	435,881	438,141	440,360	442,536
420 Municipal State Aid (MSA)	4,854,469	3,995,312	4,327,027	4,650,859	4,990,737
421 Pavement Management	337,782	341,159	344,571	348,017	351,497
422 Surface Water Management	1,033,282	544,551	157,243	(224,433)	(689,420)
423 Street Reconstruction	592,109	608,014	616,218	622,380	628,604
425 Park & Trail Improvements	327,671	420,948	515,157	610,309	706,412
430 T.I.F District 1-13	20,515	39,397	58,819	78,792	99,328
484 Comp Plan Updates	53,504	84,039	114,879	2,028	2,048
Enterprise Funds					
601 Water Operating	5,065,723	4,390,281	4,767,729	5,101,404	5,208,706
602 Sewer Operating	3,078,815	2,176,867	2,604,459	3,164,973	3,079,741
603 Storm Water Operating	480,064	222,763	260,231	289,956	311,387
Total Cash Balance, December 31	\$ 39,534,633	\$ 36,421,639	\$ 33,986,754	\$ 33,921,109	\$ 32,832,022

(1) Cash balance at December 31 is zero, although the fund is shown due to financial activity identified prior to December 31.

**City of Lino Lakes
2024-2028 Financial Plan**

Debt Summary

	2024	2025	2026	2027	2028	
Current Debt Outstanding						
332 2007A G.O. T.I.F Bonds	\$ -	\$ -	\$ -	\$ -	\$ -	(1)
333 2009A G.O. Improvement Note	-	-	-	-	-	(1)
335 2012A G.O. Bonds	-	-	-	-	-	(1)
336 2013A G.O. Improvement Bonds	-	-	-	-	-	(1)
337 2014A G.O. Improvement Bonds	195,000	35,000	-	-	-	
338 2015A G.O. Bonds	1,470,000	1,245,000	1,020,000	790,000	600,000	
339 2015 EDA Lease Revenue Bonds	2,910,000	2,705,000	2,495,000	2,280,000	2,060,000	
340 2016A G.O. Capital Note	-	-	-	-	-	(1)
341 2016A G.O. Utility Revenue Bonds	445,000	300,000	150,000	-	-	
342 2016B G.O. Improvement Bonds	-	-	-	-	-	(1)
344 2018A G.O. Bond	5,225,000	4,770,000	4,305,000	3,815,000	3,300,000	
345 2020A G.O. Utility Revenue Bonds	3,345,000	3,090,000	2,825,000	2,550,000	2,260,000	
346 2021A G.O. Street Reconstruction Bonds	1,480,000	1,310,000	1,135,000	955,000	775,000	
Total Current Debt	\$ 15,070,000	\$ 13,455,000	\$ 11,930,000	\$ 10,390,000	\$ 8,995,000	
Future Debt Outstanding						
New 2024 Street Reconstruction Funding	\$ 4,550,000	\$ 4,550,000	\$ 4,246,667	\$ 3,943,333	\$ 3,640,000	
New 2024 Water Treatment Plant Funding	21,000,000	19,950,000	18,900,000	17,850,000	16,800,000	
New 2025 Otter Lake Rd Extension Funding	-	8,400,000	7,560,000	6,720,000	5,880,000	
New 2026 Public Works Facility Funding	-	-	10,500,000	9,975,000	9,450,000	
New 2027 Street Reconstruction Funding	-	-	-	4,300,000	4,300,000	
New 2027 West Side Relief Sewer Funding	-	-	-	3,760,000	3,384,000	
Total Future Debt	\$ 21,000,000	\$ 28,350,000	\$ 36,960,000	\$ 42,605,000	\$ 39,814,000	
Total Debt	\$ 36,070,000	\$ 41,805,000	\$ 48,890,000	\$ 52,995,000	\$ 48,809,000	

(1) Outstanding debt at December 31 is zero, although the fund is shown due to financial activity identified prior to December 31.

**City of Lino Lakes
2024-2028 Financial Plan**

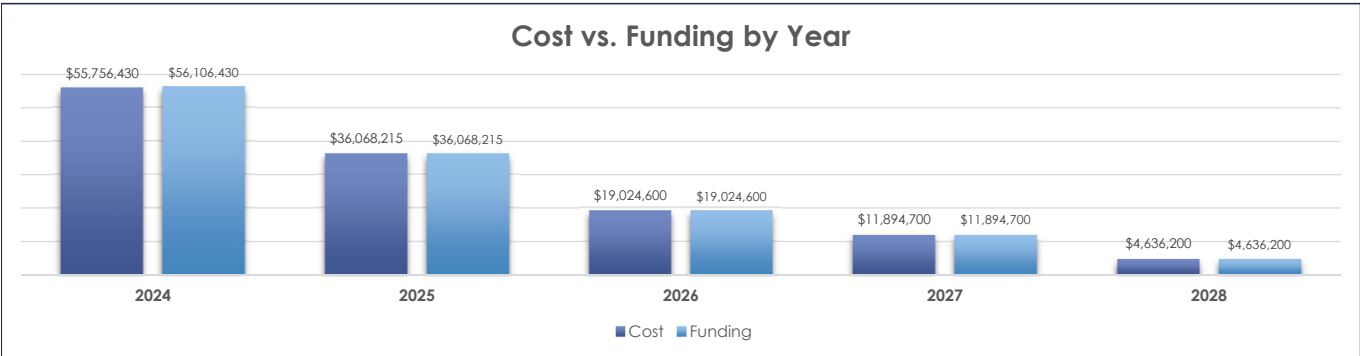
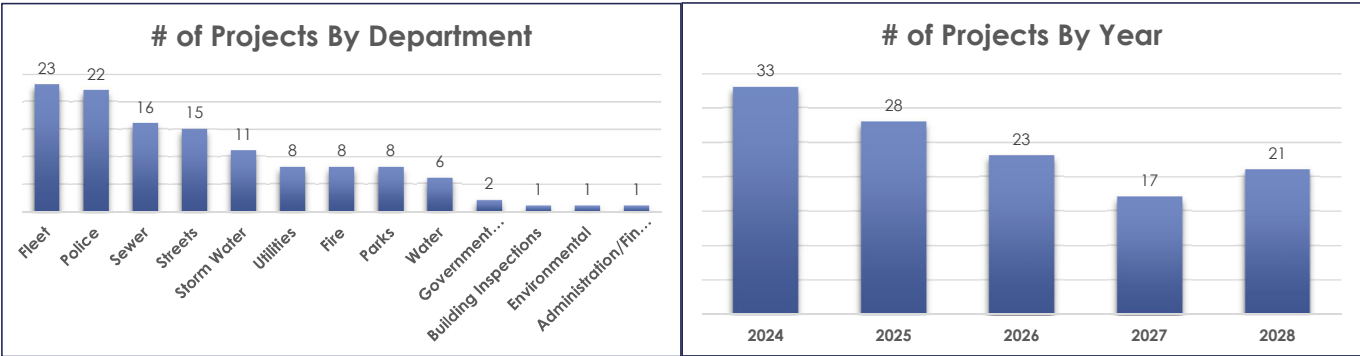
Transfers Summary

	2024	2025	2026	2027	2028
Transfers In					
101 General Fund	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
301 Closed Bond	68,638	-	194,614	-	-
332 2007A G.O. T.I.F Bonds	145,808	-	-	-	-
337 2014A G.O. Improvement Bonds	124,165	126,438	-	-	-
341 2016A G.O. Utility Revenue Bonds	155,350	152,450	154,500	-	-
345 2020A G.O. Utility Revenue Bonds	344,500	344,500	344,100	343,300	347,000
New 2024 Water Treatment Plant Funding	-	1,543,500	1,521,450	1,499,400	1,477,350
New 2025 Otter Lake Rd Extension Funding	-	-	1,146,600	1,120,140	1,093,680
New 2026 Public Works Facility Funding	-	-	-	882,000	865,464
New 2027 West Side Relief Sewer Funding	-	-	-	-	513,240
402 Capital Equipment Replacement	150,000	-	-	-	-
403 Office Equipment Replacement	-	-	250,000	-	-
406 Area & Unit Trunk	601,760	768,700	785,200	908,036	818,200
420 Municipal State Aid (MSA)	221,916	-	-	-	-
484 Comp Plan Updates	30,000	30,000	30,000	30,000	30,000
Total Transfers In	\$ 1,862,137	\$ 2,985,588	\$ 4,446,464	\$ 4,802,876	\$ 5,164,934
Transfers Out					
101 General Fund	\$ 180,000	\$ 30,000	\$ 130,000	\$ 30,000	\$ 30,000
204 Cable TV & Communications	20,000	20,000	20,000	20,000	20,000
301 Closed Bond	-	-	150,000	-	-
335 2012A G.O. Bonds	67,716	-	-	-	-
336 2013A G.O. Improvement Bonds	221,916	-	-	-	-
337 2014A G.O. Improvement Bonds	-	-	194,614	-	-
340 2016A G.O. Capital Note	922	-	-	-	-
341 2016A G.O. Utility Revenue Bonds	-	-	-	106,336	-
401 Building and Facilities	-	-	-	252,000	247,275
406 Area & Unit Trunk	624,015	2,166,888	2,415,900	2,439,415	2,921,233
420 Municipal State Aid	145,808	-	614,250	600,075	585,900
422 Surface Water Management	-	-	-	-	-
601 Water Operating	601,760	768,700	785,200	1,011,700	1,024,263
602 Sewer Operating	-	-	-	210,000	206,063
Total Transfers Out	\$ 1,862,137	\$ 2,985,588	\$ 4,309,964	\$ 4,669,526	\$ 5,034,734

CAPITAL IMPROVEMENT PROGRAM SECTION



City of Lino Lakes
 FY 2024 through FY 2024
 Overview



City of Lino Lakes
FY 2024 through FY 2028
Department Summary

Department	2024	2025	2026	2027	2028	Total
Administration/Finance	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ 250,000
Building Inspections	\$ -	\$ -	\$ 33,000	\$ -	\$ -	\$ 33,000
Environmental	\$ -	\$ -	\$ 55,000	\$ -	\$ -	\$ 55,000
Fire	\$ 156,230	\$ 167,215	\$ 190,600	\$ -	\$ -	\$ 514,045
Fleet	\$ 482,500	\$ 530,000	\$ 470,000	\$ 949,000	\$ 624,000	\$ 3,055,500
Government Buildings	\$ 400,000	\$ -	\$ 13,000,000	\$ -	\$ -	\$ 13,400,000
Parks	\$ 179,000	\$ 73,500	\$ 2,128,000	\$ 25,000	\$ 18,000	\$ 2,423,500
Police	\$ 526,000	\$ 320,500	\$ 284,200	\$ 234,000	\$ 316,700	\$ 1,681,400
Sewer	\$ 1,153,200	\$ 1,718,000	\$ 493,500	\$ 113,000	\$ 160,000	\$ 3,637,700
Storm Water	\$ 4,546,000	\$ 1,122,500	\$ 381,000	\$ 381,000	\$ 480,000	\$ 6,910,500
Streets	\$ 13,198,500	\$ 31,058,500	\$ 1,439,300	\$ 5,805,700	\$ 1,961,500	\$ 53,463,500
Utilities	\$ 315,000	\$ 78,000	\$ -	\$ 3,760,000	\$ 1,076,000	\$ 5,229,000
Water	\$ 35,150,000	\$ 1,000,000	\$ 300,000	\$ 627,000	\$ -	\$ 37,077,000
Total	\$ 56,106,430	\$ 36,068,215	\$ 19,024,600	\$ 11,894,700	\$ 4,636,200	\$ 127,730,145

City of Lino Lakes
FY 2024 through FY 2028
Funding Summary

Type	2024	2025	2026	2027	2028	Total
Anoka County	\$ 4,850,000	\$ 7,000,000	\$ 200,000	\$ -	\$ -	\$ 12,050,000
Area & Unit Trunk Fund (406)	\$ 22,156,500	\$ 3,434,000	\$ 3,188,500	\$ 4,387,000	\$ 1,000,000	\$ 34,166,000
Assessments	\$ -	\$ 434,000	\$ -	\$ -	\$ -	\$ 434,000
Bond Proceeds	\$ 4,550,000	\$ -	\$ -	\$ 4,300,000	\$ -	\$ 8,850,000
Building and Facilities Fund (401)	\$ 400,000	\$ 75,000	\$ 5,500,000	\$ -	\$ -	\$ 5,975,000
Capital Equipment Revolving Fund (402)	\$ 1,032,500	\$ 1,016,215	\$ 1,160,800	\$ 1,208,000	\$ 958,700	\$ 5,376,215
Dedicated Parks Fund (405)	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ 200,000
Municipal State Aid Fund (420)	\$ 852,000	\$ 6,300,000	\$ -	\$ -	\$ -	\$ 7,152,000
Office Equipment Replacement Fund (403)	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ 250,000
Other	\$ 15,825,000	\$ 12,200,000	\$ 1,600,000	\$ -	\$ -	\$ 29,625,000
Pavement Management Fund (421)	\$ 990,000	\$ 1,138,500	\$ 1,309,300	\$ 1,505,700	\$ 1,731,500	\$ 6,675,000
Public Safety Aid	\$ 356,230	\$ -	\$ -	\$ -	\$ -	\$ 356,230
Sewer Fund (602)	\$ 260,700	\$ 1,389,000	\$ 2,605,000	\$ 113,000	\$ 198,000	\$ 4,565,700
Storm Water Fund (603)	\$ 220,000	\$ 525,000	\$ 220,000	\$ 220,000	\$ 230,000	\$ 1,415,000
Surface Water Management Fund (422)	\$ 4,326,000	\$ 1,397,500	\$ 161,000	\$ 161,000	\$ 250,000	\$ 6,295,500
Water Fund (601)	\$ 287,500	\$ 1,159,000	\$ 2,630,000	\$ -	\$ 268,000	\$ 4,344,500
Total	\$ 56,106,430	\$ 36,068,215	\$ 19,024,600	\$ 11,894,700	\$ 4,636,200	\$ 127,730,145

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

Project Name	2024	2025	2026	2027	2028	Total
Anoka County						
49/J Intersection Improvements	\$ 3,450,000	\$ -	\$ -	\$ -	\$ -	\$ 3,450,000
County Road J/Centerville Rd Intersection/35 Ir	\$ -	\$ 7,000,000	\$ -	\$ -	\$ -	\$ 7,000,000
Main Street Trail	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ 200,000
Sunset & Main Street (CSAH 14) Roundabout	\$ 1,400,000	\$ -	\$ -	\$ -	\$ -	\$ 1,400,000
Area & Unit Trunk Fund (406)						
Lake Drive Trunk Watermain	\$ -	\$ -	\$ -	\$ 627,000	\$ -	\$ 627,000
Lift Station #10 Upgrade	\$ -	\$ -	\$ 73,500	\$ -	\$ -	\$ 73,500
Lift Station and Forcemain	\$ -	\$ -	\$ 315,000	\$ -	\$ -	\$ 315,000
Main Street Trunk Water Connection	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000
Market Place Dr Realignment	\$ 256,500	\$ -	\$ -	\$ -	\$ -	\$ 256,500
Otter Lake Road Extension	\$ -	\$ 2,900,000	\$ -	\$ -	\$ -	\$ 2,900,000
Public Works Facility	\$ -	\$ -	\$ 2,500,000	\$ -	\$ -	\$ 2,500,000
Robinson Drive Street and Utility Extension	\$ -	\$ 350,000	\$ -	\$ -	\$ -	\$ 350,000
Sewer District 3H Trunk Improvements	\$ -	\$ 184,000	\$ -	\$ -	\$ -	\$ 184,000
Trunk Sewer	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
Water Treatment Plant #1	\$ 21,000,000	\$ -	\$ -	\$ -	\$ -	\$ 21,000,000
Well #7	\$ 650,000	\$ -	\$ -	\$ -	\$ -	\$ 650,000
Well #7 Raw Watermain to Water Treatment Pl	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ 300,000
West Side Relief Sewer to Lakeview Dr and sew	\$ -	\$ -	\$ -	\$ 3,760,000	\$ -	\$ 3,760,000
Assessments						
County Road J/Centerville Rd Intersection/35 Ir	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ 250,000
Sewer District 3H Trunk Improvements	\$ -	\$ 184,000	\$ -	\$ -	\$ -	\$ 184,000
Bond Proceeds						
2024 Street Reconstruction Project	\$ 4,550,000	\$ -	\$ -	\$ -	\$ -	\$ 4,550,000
2027 Street Reconstruction Project	\$ -	\$ -	\$ -	\$ 4,300,000	\$ -	\$ 4,300,000
Building and Facilities Fund (401)						
Fire Station #1 - Generator	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ 75,000
Kitchen/Breakroom Remodel	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Public Works Facility	\$ 350,000	\$ -	\$ 5,500,000	\$ -	\$ -	\$ 5,850,000
Capital Equipment Revolving Fund (402)						
#117 Tractor	\$ -	\$ 125,000	\$ -	\$ -	\$ -	\$ 125,000
#135 Tractor	\$ -	\$ 55,000	\$ -	\$ -	\$ -	\$ 55,000
#140 Tractor	\$ -	\$ -	\$ 128,000	\$ -	\$ -	\$ 128,000
#142 Chipper	\$ 109,000	\$ -	\$ -	\$ -	\$ -	\$ 109,000
#210 Mack Truck	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ 300,000
#215 Plow Truck	\$ -	\$ -	\$ 345,000	\$ -	\$ -	\$ 345,000
#218 Plow Truck	\$ -	\$ -	\$ -	\$ 358,000	\$ -	\$ 358,000
#225 Truck	\$ -	\$ -	\$ 125,000	\$ -	\$ -	\$ 125,000
#239 Bucket Truck	\$ -	\$ 180,000	\$ -	\$ -	\$ -	\$ 180,000
#251 Backhoe	\$ -	\$ 160,000	\$ -	\$ -	\$ -	\$ 160,000
#255 Truck	\$ -	\$ -	\$ -	\$ 169,000	\$ -	\$ 169,000
#256 Truck - Asphalt Hotbox	\$ -	\$ -	\$ -	\$ 159,000	\$ -	\$ 159,000
#259 Truck	\$ -	\$ 65,000	\$ -	\$ -	\$ -	\$ 65,000
#261 Gilcrest Tailgate Paver	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000
#262 Truck	\$ -	\$ -	\$ -	\$ -	\$ 158,000	\$ 158,000
#263 Truck	\$ -	\$ -	\$ -	\$ 159,000	\$ -	\$ 159,000
#267 Truck	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000
#301 Unmarked Admin Vehicle	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
#304 Marked Patrol Vehicle	\$ 68,000	\$ -	\$ -	\$ -	\$ -	\$ 68,000
#306 Investigation Vehicle	\$ -	\$ 57,500	\$ -	\$ -	\$ -	\$ 57,500
#307 Investigation Vehicle	\$ -	\$ 57,500	\$ -	\$ -	\$ -	\$ 57,500
#308 CSO Vehicle	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ 70,000
#309 Investigation Vehicle	\$ -	\$ -	\$ 60,100	\$ -	\$ -	\$ 60,100
#311 Investigation Vehicle	\$ -	\$ 57,500	\$ -	\$ -	\$ -	\$ 57,500
#314 Marked Patrol Vehicle - Canine	\$ -	\$ 78,000	\$ -	\$ -	\$ -	\$ 78,000
#315 Marked Patrol Vehicle	\$ 68,000	\$ -	\$ -	\$ -	\$ -	\$ 68,000
#316 Marked Patrol Vehicle	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ 70,000

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

Project Name	2024	2025	2026	2027	2028	Total
#318 Marked Patrol Vehicle	\$ -	\$ -	\$ 74,700	\$ -	\$ -	\$ 74,700
#319 Marked Patrol Vehicle	\$ -	\$ -	\$ 74,700	\$ -	\$ -	\$ 74,700
#320 Marked Patrol Vehicle	\$ -	\$ -	\$ 74,700	\$ -	\$ -	\$ 74,700
#321 Marked Patrol Vehicle	\$ -	\$ -	\$ -	\$ 78,000	\$ -	\$ 78,000
#322 Marked Patrol Vehicle	\$ -	\$ -	\$ -	\$ 78,000	\$ -	\$ 78,000
#323 Marked Patrol Vehicle	\$ -	\$ -	\$ -	\$ 78,000	\$ -	\$ 78,000
#398 Unmarked Admin Vehicle	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
#3X1 Marked Patrol Vehicle	\$ -	\$ -	\$ -	\$ -	\$ 81,900	\$ 81,900
#3X2 Marked Patrol Vehicle	\$ -	\$ -	\$ -	\$ -	\$ 81,900	\$ 81,900
#3X3 Marked Patrol Vehicle	\$ -	\$ -	\$ -	\$ -	\$ 81,900	\$ 81,900
#3X4 Unmarked Admin Vehicle	\$ -	\$ -	\$ -	\$ -	\$ 71,000	\$ 71,000
#403 Truck	\$ 103,000	\$ -	\$ -	\$ -	\$ -	\$ 103,000
#409 Lawn Mower Pull Behind	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ 25,000
#411 RTV	\$ -	\$ -	\$ -	\$ -	\$ 18,000	\$ 18,000
#412 Truck	\$ -	\$ -	\$ -	\$ 72,000	\$ -	\$ 72,000
#414 Bobcat Tool Cat	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ 70,000
#415 Lawn Mower	\$ -	\$ 18,500	\$ -	\$ -	\$ -	\$ 18,500
#416 Truck	\$ -	\$ -	\$ -	\$ -	\$ 82,000	\$ 82,000
#623 Fire Vehicle	\$ -	\$ -	\$ 74,700	\$ -	\$ -	\$ 74,700
#702 Trailer	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ 12,000
#803 Environmental Vehicle	\$ -	\$ -	\$ 55,000	\$ -	\$ -	\$ 55,000
#804 Building Inspection Vehicle	\$ -	\$ -	\$ 33,000	\$ -	\$ -	\$ 33,000
#805 Building Inspection Vehicle	\$ -	\$ -	\$ -	\$ 32,000	\$ -	\$ 32,000
#806 Building Inspection Vehicle	\$ -	\$ -	\$ -	\$ -	\$ 34,000	\$ 34,000
#NEW Plow Truck	\$ 318,000	\$ -	\$ -	\$ -	\$ -	\$ 318,000
Electric Man Lift	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
Extrication Sets (2)	\$ -	\$ 68,175	\$ -	\$ -	\$ -	\$ 68,175
Gas/Electric Ventilation Fans (4)	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000
Lift Bag (1)	\$ -	\$ 24,040	\$ -	\$ -	\$ -	\$ 24,040
Pile Driver Plow	\$ 11,500	\$ -	\$ -	\$ -	\$ -	\$ 11,500
Rescue Boat	\$ -	\$ -	\$ 65,000	\$ -	\$ -	\$ 65,000
SCBA Cascade Trailer (1)	\$ -	\$ -	\$ 20,900	\$ -	\$ -	\$ 20,900
Tire Changer and Wheel Balancer	\$ 23,000	\$ -	\$ -	\$ -	\$ -	\$ 23,000
Dedicated Parks Fund (405)						
Main Street Trail	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ 200,000
Municipal State Aid Fund (420)						
49/J Intersection Improvements	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ 350,000
County Road J/Centerville Rd Intersection/35 Ir	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 1,000,000
Market Place Dr Realignment	\$ 202,000	\$ -	\$ -	\$ -	\$ -	\$ 202,000
Offter Lake Road Extension	\$ -	\$ 4,500,000	\$ -	\$ -	\$ -	\$ 4,500,000
Robinson Drive Street and Utility Extension	\$ -	\$ 800,000	\$ -	\$ -	\$ -	\$ 800,000
Sunset & Main Street (CSAH 14) Roundabout	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
Office Equipment Replacement Fund (403)						
ERP Software	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ 250,000
Other						
49/J Intersection Improvements	\$ 700,000	\$ -	\$ -	\$ -	\$ -	\$ 700,000
County Road J/Centerville Rd Intersection/35 Ir	\$ -	\$ 12,000,000	\$ -	\$ -	\$ -	\$ 12,000,000
Main Street Trail	\$ -	\$ -	\$ 1,600,000	\$ -	\$ -	\$ 1,600,000
Market Place Dr Realignment	\$ 525,000	\$ -	\$ -	\$ -	\$ -	\$ 525,000
Shenandoah Park Surface Water BMP	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ 200,000
Sunset & Main Street (CSAH 14) Roundabout	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
Trunk Sewer	\$ 800,000	\$ -	\$ -	\$ -	\$ -	\$ 800,000
Water Treatment Plant #1	\$ 13,500,000	\$ -	\$ -	\$ -	\$ -	\$ 13,500,000
Pavement Management Fund (421)						
2024 Street Rehabilitation Program	\$ 990,000	\$ -	\$ -	\$ -	\$ -	\$ 990,000
2025 Street Rehabilitation Program	\$ -	\$ 1,138,500	\$ -	\$ -	\$ -	\$ 1,138,500
2026 Street Rehabilitation Program	\$ -	\$ -	\$ 1,309,300	\$ -	\$ -	\$ 1,309,300
2027 Street Rehabilitation Program	\$ -	\$ -	\$ -	\$ 1,505,700	\$ -	\$ 1,505,700

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

Project Name	2024	2025	2026	2027	2028	Total
2028 Street Rehabilitation Program	\$ -	\$ -	\$ -	\$ -	\$ 1,731,500	\$ 1,731,500
Public Safety Aid						
Digital Mobile Evidence	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Fire Equipment for New Tenders	\$ 156,230	\$ -	\$ -	\$ -	\$ -	\$ 156,230
Sewer Fund (602)						
#503 Truck	\$ 37,500	\$ -	\$ -	\$ -	\$ -	\$ 37,500
#505 Truck	\$ -	\$ 39,000	\$ -	\$ -	\$ -	\$ 39,000
#506 Truck	\$ -	\$ -	\$ -	\$ -	\$ 33,000	\$ 33,000
#507 Mower	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000
#525 Utilities Truck with Crane	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
#526 Towable Generator	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000
#NEW Vac/Jetter Combo Truck	\$ -	\$ 650,000	\$ -	\$ -	\$ -	\$ 650,000
2024 Sanitary Sewer Lining Project	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
2025 Sanitary Sewer Lining Project	\$ -	\$ 700,000	\$ -	\$ -	\$ -	\$ 700,000
2026 Sanitary Sewer Lining Project	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ 75,000
2027 Sanitary Sewer Lining Project	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000
2028 Sanitary Sewer Lining Project	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ 75,000
Lift Station #4 - Generator	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ 40,000
Lift Station #53 - Generator	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000
Lift Station #6 - Generator	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000
Lift Station #6 - Pumps	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ 15,000
Lift Station #8 - Pumps	\$ 28,200	\$ -	\$ -	\$ -	\$ -	\$ 28,200
Lift Station #9 - Pumps	\$ -	\$ -	\$ -	\$ 13,000	\$ -	\$ 13,000
Public Works Facility	\$ -	\$ -	\$ 2,500,000	\$ -	\$ -	\$ 2,500,000
Storm Water Fund (603)						
#252 Street Sweeper	\$ -	\$ 305,000	\$ -	\$ -	\$ -	\$ 305,000
2024 Surface Water Management Project	\$ 220,000	\$ -	\$ -	\$ -	\$ -	\$ 220,000
2025 Surface Water Management Project	\$ -	\$ 220,000	\$ -	\$ -	\$ -	\$ 220,000
2026 Surface Water Management Project	\$ -	\$ -	\$ 220,000	\$ -	\$ -	\$ 220,000
2027 Surface Water Management Project	\$ -	\$ -	\$ -	\$ 220,000	\$ -	\$ 220,000
2028 Surface Water Management Project	\$ -	\$ -	\$ -	\$ -	\$ 230,000	\$ 230,000
Surface Water Management Fund (422)						
2025 Surface Water Quality Improvement Proje	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ 100,000
2028 Surface Water Quality Improvement Proje	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000
NE Area Regional Storm Improvements	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
Offer Lake Road Extension	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 1,000,000
Shenandoah Park Surface Water BMP	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ 200,000
Wetland Bank #3	\$ 3,326,000	\$ 97,500	\$ 161,000	\$ 161,000	\$ 150,000	\$ 3,895,500
Water Fund (601)						
#503 Truck	\$ 37,500	\$ -	\$ -	\$ -	\$ -	\$ 37,500
#505 Truck	\$ -	\$ 39,000	\$ -	\$ -	\$ -	\$ 39,000
#506 Truck	\$ -	\$ -	\$ -	\$ -	\$ 33,000	\$ 33,000
#507 Mower	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000
#525 Utilities Truck with Crane	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
#526 Towable Generator	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000
2024 Street Rehabilitation Program	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ 130,000
2025 Street Rehabilitation Program	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ 120,000
2026 Street Rehabilitation Program	\$ -	\$ -	\$ 130,000	\$ -	\$ -	\$ 130,000
2028 Street Rehabilitation Program	\$ -	\$ -	\$ -	\$ -	\$ 130,000	\$ 130,000
Public Works Facility	\$ -	\$ -	\$ 2,500,000	\$ -	\$ -	\$ 2,500,000
Well #2 Pumphouse Revisions	\$ -	\$ 650,000	\$ -	\$ -	\$ -	\$ 650,000
Well #3 Pumphouse Revisions	\$ -	\$ 350,000	\$ -	\$ -	\$ -	\$ 350,000
Well No. 5 Rehab	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000
Total	\$ 56,106,430	\$ 36,068,215	\$ 19,024,600	\$ 11,894,700	\$ 4,636,200	\$ 127,730,145

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

Project Name	2024	2025	2026	2027	2028	Total
Citywide						
#117 Tractor	\$ -	\$ 125,000	\$ -	\$ -	\$ -	\$ 125,000
#135 Tractor	\$ -	\$ 55,000	\$ -	\$ -	\$ -	\$ 55,000
#140 Tractor	\$ -	\$ -	\$ 128,000	\$ -	\$ -	\$ 128,000
#142 Chipper	\$ 109,000	\$ -	\$ -	\$ -	\$ -	\$ 109,000
#210 Mack Truck	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ 300,000
#215 Plow Truck	\$ -	\$ -	\$ 345,000	\$ -	\$ -	\$ 345,000
#218 Plow Truck	\$ -	\$ -	\$ -	\$ 358,000	\$ -	\$ 358,000
#225 Truck	\$ -	\$ -	\$ 125,000	\$ -	\$ -	\$ 125,000
#239 Bucket Truck	\$ -	\$ 180,000	\$ -	\$ -	\$ -	\$ 180,000
#251 Backhoe	\$ -	\$ 160,000	\$ -	\$ -	\$ -	\$ 160,000
#252 Street Sweeper	\$ -	\$ 305,000	\$ -	\$ -	\$ -	\$ 305,000
#255 Truck	\$ -	\$ -	\$ -	\$ 169,000	\$ -	\$ 169,000
#256 Truck - Asphalt Hotbox	\$ -	\$ -	\$ -	\$ 159,000	\$ -	\$ 159,000
#259 Truck	\$ -	\$ 65,000	\$ -	\$ -	\$ -	\$ 65,000
#261 Gilcrest Tailgate Paver	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000
#262 Truck	\$ -	\$ -	\$ -	\$ -	\$ 158,000	\$ 158,000
#263 Truck	\$ -	\$ -	\$ -	\$ 159,000	\$ -	\$ 159,000
#267 Truck	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000
#301 Unmarked Admin Vehicle	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
#304 Marked Patrol Vehicle	\$ 68,000	\$ -	\$ -	\$ -	\$ -	\$ 68,000
#306 Investigation Vehicle	\$ -	\$ 57,500	\$ -	\$ -	\$ -	\$ 57,500
#307 Investigation Vehicle	\$ -	\$ 57,500	\$ -	\$ -	\$ -	\$ 57,500
#308 CSO Vehicle	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ 70,000
#309 Investigation Vehicle	\$ -	\$ -	\$ 60,100	\$ -	\$ -	\$ 60,100
#311 Investigation Vehicle	\$ -	\$ 57,500	\$ -	\$ -	\$ -	\$ 57,500
#314 Marked Patrol Vehicle - Canine	\$ -	\$ 78,000	\$ -	\$ -	\$ -	\$ 78,000
#315 Marked Patrol Vehicle	\$ 68,000	\$ -	\$ -	\$ -	\$ -	\$ 68,000
#316 Marked Patrol Vehicle	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ 70,000
#318 Marked Patrol Vehicle	\$ -	\$ -	\$ 74,700	\$ -	\$ -	\$ 74,700
#319 Marked Patrol Vehicle	\$ -	\$ -	\$ 74,700	\$ -	\$ -	\$ 74,700
#320 Marked Patrol Vehicle	\$ -	\$ -	\$ 74,700	\$ -	\$ -	\$ 74,700
#321 Marked Patrol Vehicle	\$ -	\$ -	\$ -	\$ 78,000	\$ -	\$ 78,000
#322 Marked Patrol Vehicle	\$ -	\$ -	\$ -	\$ 78,000	\$ -	\$ 78,000
#323 Marked Patrol Vehicle	\$ -	\$ -	\$ -	\$ 78,000	\$ -	\$ 78,000
#398 Unmarked Admin Vehicle	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
#3X1 Marked Patrol Vehicle	\$ -	\$ -	\$ -	\$ -	\$ 81,900	\$ 81,900
#3X2 Marked Patrol Vehicle	\$ -	\$ -	\$ -	\$ -	\$ 81,900	\$ 81,900
#3X3 Marked Patrol Vehicle	\$ -	\$ -	\$ -	\$ -	\$ 81,900	\$ 81,900
#3X4 Unmarked Admin Vehicle	\$ -	\$ -	\$ -	\$ -	\$ 71,000	\$ 71,000
#403 Truck	\$ 103,000	\$ -	\$ -	\$ -	\$ -	\$ 103,000
#409 Lawn Mower Pull Behind	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ 25,000
#411 RTV	\$ -	\$ -	\$ -	\$ -	\$ 18,000	\$ 18,000
#412 Truck	\$ -	\$ -	\$ -	\$ 72,000	\$ -	\$ 72,000
#414 Bobcat Tool Cat	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ 70,000
#415 Lawn Mower	\$ -	\$ 18,500	\$ -	\$ -	\$ -	\$ 18,500
#416 Truck	\$ -	\$ -	\$ -	\$ -	\$ 82,000	\$ 82,000
#503 Truck	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
#505 Truck	\$ -	\$ 78,000	\$ -	\$ -	\$ -	\$ 78,000
#506 Truck	\$ -	\$ -	\$ -	\$ -	\$ 66,000	\$ 66,000
#507 Mower	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000
#525 Utilities Truck with Crane	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
#526 Towable Generator	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ 90,000
#623 Fire Vehicle	\$ -	\$ -	\$ 74,700	\$ -	\$ -	\$ 74,700
#702 Trailer	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ 12,000
#803 Environmental Vehicle	\$ -	\$ -	\$ 55,000	\$ -	\$ -	\$ 55,000
#804 Building Inspection Vehicle	\$ -	\$ -	\$ 33,000	\$ -	\$ -	\$ 33,000
#805 Building Inspection Vehicle	\$ -	\$ -	\$ -	\$ 32,000	\$ -	\$ 32,000

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

Project Name	2024	2025	2026	2027	2028	Total
#806 Building Inspection Vehicle	\$ -	\$ -	\$ -	\$ -	\$ 34,000	\$ 34,000
#NEW Plow Truck	\$ 318,000	\$ -	\$ -	\$ -	\$ -	\$ 318,000
#NEW Vac/Jetter Combo Truck	\$ -	\$ 650,000	\$ -	\$ -	\$ -	\$ 650,000
Digital Mobile Evidence	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Electric Man Lift	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
ERP Software	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ 250,000
Extrication Sets (2)	\$ -	\$ 68,175	\$ -	\$ -	\$ -	\$ 68,175
Fire Equipment for New Tenders	\$ 156,230	\$ -	\$ -	\$ -	\$ -	\$ 156,230
Fire Station #1 - Generator	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ 75,000
Gas/Electric Ventilation Fans (4)	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000
Kitchen/Breakroom Remodel	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Lift Bag (1)	\$ -	\$ 24,040	\$ -	\$ -	\$ -	\$ 24,040
Lift Station #4 - Generator	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ 40,000
Lift Station #53 - Generator	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000
Lift Station #6 - Generator	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000
Lift Station #6 - Pumps	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ 15,000
Lift Station #8 - Pumps	\$ 28,200	\$ -	\$ -	\$ -	\$ -	\$ 28,200
Lift Station #9 - Pumps	\$ -	\$ -	\$ -	\$ 13,000	\$ -	\$ 13,000
Pile Driver Plow	\$ 11,500	\$ -	\$ -	\$ -	\$ -	\$ 11,500
Public Works Facility	\$ 350,000	\$ -	\$ 13,000,000	\$ -	\$ -	\$ 13,350,000
Rescue Boat	\$ -	\$ -	\$ 65,000	\$ -	\$ -	\$ 65,000
SCBA Cascade Trailer (1)	\$ -	\$ -	\$ 20,900	\$ -	\$ -	\$ 20,900
Tire Changer and Wheel Balancer	\$ 23,000	\$ -	\$ -	\$ -	\$ -	\$ 23,000
Community Development						
2024 Sanitary Sewer Lining Project	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
2024 Street Reconstruction Project	\$ 4,550,000	\$ -	\$ -	\$ -	\$ -	\$ 4,550,000
2024 Street Rehabilitation Program	\$ 1,120,000	\$ -	\$ -	\$ -	\$ -	\$ 1,120,000
2024 Surface Water Management Project	\$ 220,000	\$ -	\$ -	\$ -	\$ -	\$ 220,000
2025 Sanitary Sewer Lining Project	\$ -	\$ 700,000	\$ -	\$ -	\$ -	\$ 700,000
2025 Street Rehabilitation Program	\$ -	\$ 1,258,500	\$ -	\$ -	\$ -	\$ 1,258,500
2025 Surface Water Management Project	\$ -	\$ 220,000	\$ -	\$ -	\$ -	\$ 220,000
2025 Surface Water Quality Improvement Project	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ 100,000
2026 Sanitary Sewer Lining Project	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ 75,000
2026 Street Rehabilitation Program	\$ -	\$ -	\$ 1,439,300	\$ -	\$ -	\$ 1,439,300
2026 Surface Water Management Project	\$ -	\$ -	\$ 220,000	\$ -	\$ -	\$ 220,000
2027 Sanitary Sewer Lining Project	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000
2027 Street Reconstruction Project	\$ -	\$ -	\$ -	\$ 4,300,000	\$ -	\$ 4,300,000
2027 Street Rehabilitation Program	\$ -	\$ -	\$ -	\$ 1,505,700	\$ -	\$ 1,505,700
2027 Surface Water Management Project	\$ -	\$ -	\$ -	\$ 220,000	\$ -	\$ 220,000
2028 Sanitary Sewer Lining Project	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ 75,000
2028 Street Rehabilitation Program	\$ -	\$ -	\$ -	\$ -	\$ 1,861,500	\$ 1,861,500
2028 Surface Water Management Project	\$ -	\$ -	\$ -	\$ -	\$ 230,000	\$ 230,000
2028 Surface Water Quality Improvement Project	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000
49/J Intersection Improvements	\$ 4,500,000	\$ -	\$ -	\$ -	\$ -	\$ 4,500,000
County Road J/Centerville Rd Intersection/35 Ir	\$ -	\$ 20,250,000	\$ -	\$ -	\$ -	\$ 20,250,000
Lake Drive Trunk Watermain	\$ -	\$ -	\$ -	\$ 627,000	\$ -	\$ 627,000
Lift Station #10 Upgrade	\$ -	\$ -	\$ 73,500	\$ -	\$ -	\$ 73,500
Lift Station and Forcemain	\$ -	\$ -	\$ 315,000	\$ -	\$ -	\$ 315,000
Main Street Trail	\$ -	\$ -	\$ 2,000,000	\$ -	\$ -	\$ 2,000,000
Main Street Trunk Water Connection	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000
Market Place Dr Realignment	\$ 983,500	\$ -	\$ -	\$ -	\$ -	\$ 983,500
NE Area Regional Storm Improvements	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
Offer Lake Road Extension	\$ -	\$ 8,400,000	\$ -	\$ -	\$ -	\$ 8,400,000
Robinson Drive Street and Utility Extension	\$ -	\$ 1,150,000	\$ -	\$ -	\$ -	\$ 1,150,000
Sewer District 3H Trunk Improvements	\$ -	\$ 368,000	\$ -	\$ -	\$ -	\$ 368,000
Shenandoah Park Surface Water BMP	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ 400,000
Sunset & Main Street (CSAH 14) Roundabout	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000
Trunk Sewer	\$ 1,050,000	\$ -	\$ -	\$ -	\$ -	\$ 1,050,000

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

Project Name	2024	2025	2026	2027	2028	Total
Water Treatment Plant #1	\$ 34,500,000	\$ -	\$ -	\$ -	\$ -	\$ 34,500,000
Well #2 Pumphouse Revisions	\$ -	\$ 650,000	\$ -	\$ -	\$ -	\$ 650,000
Well #3 Pumphouse Revisions	\$ -	\$ 350,000	\$ -	\$ -	\$ -	\$ 350,000
Well #7	\$ 650,000	\$ -	\$ -	\$ -	\$ -	\$ 650,000
Well #7 Raw Watermain to Water Treatment Pl	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ 300,000
Well No. 5 Rehab	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000
West Side Relief Sewer to Lakeview Dr and sew	\$ -	\$ -	\$ -	\$ 3,760,000	\$ -	\$ 3,760,000
Wetland Bank #3	\$ 3,326,000	\$ 97,500	\$ 161,000	\$ 161,000	\$ 150,000	\$ 3,895,500
Total	\$ 56,106,430	\$ 36,068,215	\$ 19,024,600	\$ 11,894,700	\$ 4,636,200	\$ 127,730,145

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

Project Name	2024	2025	2026	2027	2028	Total
Buildings						
Kitchen/Breakroom Remodel	\$ 50,000	\$ -	\$ -	\$ -	\$ -	50,000
Public Works Facility	\$ 350,000	\$ -	\$ 13,000,000	\$ -	\$ -	13,350,000
Water Treatment Plant #1	\$ 34,500,000	\$ -	\$ -	\$ -	\$ -	34,500,000
Machinery and Shop Equipment						
#117 Tractor	\$ -	\$ 125,000	\$ -	\$ -	\$ -	125,000
#135 Tractor	\$ -	\$ 55,000	\$ -	\$ -	\$ -	55,000
#140 Tractor	\$ -	\$ -	\$ 128,000	\$ -	\$ -	128,000
#142 Chipper	\$ 109,000	\$ -	\$ -	\$ -	\$ -	109,000
#210 Mack Truck	\$ -	\$ -	\$ -	\$ -	\$ 300,000	300,000
#251 Backhoe	\$ -	\$ 160,000	\$ -	\$ -	\$ -	160,000
#252 Street Sweeper	\$ -	\$ 305,000	\$ -	\$ -	\$ -	305,000
#261 Gilcrest Tailgate Paver	\$ 45,000	\$ -	\$ -	\$ -	\$ -	45,000
#409 Lawn Mower Pull Behind	\$ -	\$ -	\$ -	\$ 25,000	\$ -	25,000
#411 RTV	\$ -	\$ -	\$ -	\$ -	\$ 18,000	18,000
#415 Lawn Mower	\$ -	\$ 18,500	\$ -	\$ -	\$ -	18,500
#507 Mower	\$ -	\$ -	\$ -	\$ -	\$ 10,000	10,000
#526 Towable Generator	\$ 90,000	\$ -	\$ -	\$ -	\$ -	90,000
#702 Trailer	\$ 12,000	\$ -	\$ -	\$ -	\$ -	12,000
Electric Man Lift	\$ 15,000	\$ -	\$ -	\$ -	\$ -	15,000
Lift Station #4 - Generator	\$ -	\$ -	\$ -	\$ -	\$ 40,000	40,000
Lift Station #53 - Generator	\$ -	\$ -	\$ 30,000	\$ -	\$ -	30,000
Lift Station #6 - Generator	\$ -	\$ -	\$ -	\$ -	\$ 30,000	30,000
Lift Station #6 - Pumps	\$ -	\$ -	\$ -	\$ -	\$ 15,000	15,000
Tire Changer and Wheel Balancer	\$ 23,000	\$ -	\$ -	\$ -	\$ -	23,000
Office Equipment and Furniture						
ERP Software	\$ -	\$ -	\$ 250,000	\$ -	\$ -	250,000
Other Equipment						
#414 Bobcat Tool Cat	\$ 70,000	\$ -	\$ -	\$ -	\$ -	70,000
Digital Mobile Evidence	\$ 200,000	\$ -	\$ -	\$ -	\$ -	200,000
Extrication Sets (2)	\$ -	\$ 68,175	\$ -	\$ -	\$ -	68,175
Fire Equipment for New Tenders	\$ 156,230	\$ -	\$ -	\$ -	\$ -	156,230
Fire Station #1 - Generator	\$ -	\$ 75,000	\$ -	\$ -	\$ -	75,000
Gas/Electric Ventilation Fans (4)	\$ -	\$ -	\$ 30,000	\$ -	\$ -	30,000
Lift Bag (1)	\$ -	\$ 24,040	\$ -	\$ -	\$ -	24,040
Pile Driver Plow	\$ 11,500	\$ -	\$ -	\$ -	\$ -	11,500
Rescue Boat	\$ -	\$ -	\$ 65,000	\$ -	\$ -	65,000
SCBA Cascade Trailer (1)	\$ -	\$ -	\$ 20,900	\$ -	\$ -	20,900
Streets						
2024 Street Reconstruction Project	\$ 4,550,000	\$ -	\$ -	\$ -	\$ -	4,550,000
2024 Street Rehabilitation Program	\$ 1,120,000	\$ -	\$ -	\$ -	\$ -	1,120,000
2025 Street Rehabilitation Program	\$ -	\$ 1,258,500	\$ -	\$ -	\$ -	1,258,500
2026 Street Rehabilitation Program	\$ -	\$ -	\$ 1,439,300	\$ -	\$ -	1,439,300
2027 Street Reconstruction Project	\$ -	\$ -	\$ -	\$ 4,300,000	\$ -	4,300,000
2027 Street Rehabilitation Program	\$ -	\$ -	\$ -	\$ 1,505,700	\$ -	1,505,700
2028 Street Rehabilitation Program	\$ -	\$ -	\$ -	\$ -	\$ 1,861,500	1,861,500
49/J Intersection Improvements	\$ 4,500,000	\$ -	\$ -	\$ -	\$ -	4,500,000
County Road J/Centerville Rd Intersection/35 lr	\$ -	\$ 20,250,000	\$ -	\$ -	\$ -	20,250,000
Market Place Dr Realignment	\$ 983,500	\$ -	\$ -	\$ -	\$ -	983,500
Offer Lake Road Extension	\$ -	\$ 8,400,000	\$ -	\$ -	\$ -	8,400,000
Robinson Drive Street and Utility Extension	\$ -	\$ 1,150,000	\$ -	\$ -	\$ -	1,150,000
Sunset & Main Street (CSAH 14) Roundabout	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	2,000,000
Trail						
Main Street Trail	\$ -	\$ -	\$ 2,000,000	\$ -	\$ -	2,000,000
Utility Rehab						
2024 Sanitary Sewer Lining Project	\$ 75,000	\$ -	\$ -	\$ -	\$ -	75,000
2024 Surface Water Management Project	\$ 220,000	\$ -	\$ -	\$ -	\$ -	220,000
2025 Sanitary Sewer Lining Project	\$ -	\$ 700,000	\$ -	\$ -	\$ -	700,000

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

Project Name	2024	2025	2026	2027	2028	Total
2025 Surface Water Management Project	\$ -	\$ 220,000	\$ -	\$ -	\$ -	\$ 220,000
2026 Sanitary Sewer Lining Project	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ 75,000
2026 Surface Water Management Project	\$ -	\$ -	\$ 220,000	\$ -	\$ -	\$ 220,000
2027 Sanitary Sewer Lining Project	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000
2027 Surface Water Management Project	\$ -	\$ -	\$ -	\$ 220,000	\$ -	\$ 220,000
2028 Sanitary Sewer Lining Project	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ 75,000
2028 Surface Water Management Project	\$ -	\$ -	\$ -	\$ -	\$ 230,000	\$ 230,000
Lift Station #10 Upgrade	\$ -	\$ -	\$ 73,500	\$ -	\$ -	\$ 73,500
Lift Station #8 - Pumps	\$ 28,200	\$ -	\$ -	\$ -	\$ -	\$ 28,200
Lift Station #9 - Pumps	\$ -	\$ -	\$ -	\$ 13,000	\$ -	\$ 13,000
Well #2 Pumphouse Revisions	\$ -	\$ 650,000	\$ -	\$ -	\$ -	\$ 650,000
Well #3 Pumphouse Revisions	\$ -	\$ 350,000	\$ -	\$ -	\$ -	\$ 350,000
Well No. 5 Rehab	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000
Utility Trunk						
2025 Surface Water Quality Improvement Proje	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ 100,000
2028 Surface Water Quality Improvement Proje	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000
Lake Drive Trunk Watermain	\$ -	\$ -	\$ -	\$ 627,000	\$ -	\$ 627,000
Lift Station and Forcemain	\$ -	\$ -	\$ 315,000	\$ -	\$ -	\$ 315,000
Main Street Trunk Water Connection	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000
NE Area Regional Storm Improvements	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
Sewer District 3H Trunk Improvements	\$ -	\$ 368,000	\$ -	\$ -	\$ -	\$ 368,000
Shenandoah Park Surface Water BMP	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ 400,000
Trunk Sewer	\$ 1,050,000	\$ -	\$ -	\$ -	\$ -	\$ 1,050,000
Well #7	\$ 650,000	\$ -	\$ -	\$ -	\$ -	\$ 650,000
Well #7 Raw Watermain to Water Treatment Pl	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ 300,000
West Side Relief Sewer to Lakeview Dr and sew	\$ -	\$ -	\$ -	\$ 3,760,000	\$ -	\$ 3,760,000
Wetland Bank #3	\$ 3,326,000	\$ 97,500	\$ 161,000	\$ 161,000	\$ 150,000	\$ 3,895,500
Vehicles						
#215 Plow Truck	\$ -	\$ -	\$ 345,000	\$ -	\$ -	\$ 345,000
#218 Plow Truck	\$ -	\$ -	\$ -	\$ 358,000	\$ -	\$ 358,000
#225 Truck	\$ -	\$ -	\$ 125,000	\$ -	\$ -	\$ 125,000
#239 Bucket Truck	\$ -	\$ 180,000	\$ -	\$ -	\$ -	\$ 180,000
#255 Truck	\$ -	\$ -	\$ -	\$ 169,000	\$ -	\$ 169,000
#256 Truck - Asphalt Hotbox	\$ -	\$ -	\$ -	\$ 159,000	\$ -	\$ 159,000
#259 Truck	\$ -	\$ 65,000	\$ -	\$ -	\$ -	\$ 65,000
#262 Truck	\$ -	\$ -	\$ -	\$ -	\$ 158,000	\$ 158,000
#263 Truck	\$ -	\$ -	\$ -	\$ 159,000	\$ -	\$ 159,000
#267 Truck	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000
#301 Unmarked Admin Vehicle	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
#304 Marked Patrol Vehicle	\$ 68,000	\$ -	\$ -	\$ -	\$ -	\$ 68,000
#306 Investigation Vehicle	\$ -	\$ 57,500	\$ -	\$ -	\$ -	\$ 57,500
#307 Investigation Vehicle	\$ -	\$ 57,500	\$ -	\$ -	\$ -	\$ 57,500
#308 CSO Vehicle	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ 70,000
#309 Investigation Vehicle	\$ -	\$ -	\$ 60,100	\$ -	\$ -	\$ 60,100
#311 Investigation Vehicle	\$ -	\$ 57,500	\$ -	\$ -	\$ -	\$ 57,500
#314 Marked Patrol Vehicle - Canine	\$ -	\$ 78,000	\$ -	\$ -	\$ -	\$ 78,000
#315 Marked Patrol Vehicle	\$ 68,000	\$ -	\$ -	\$ -	\$ -	\$ 68,000
#316 Marked Patrol Vehicle	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ 70,000
#318 Marked Patrol Vehicle	\$ -	\$ -	\$ 74,700	\$ -	\$ -	\$ 74,700
#319 Marked Patrol Vehicle	\$ -	\$ -	\$ 74,700	\$ -	\$ -	\$ 74,700
#320 Marked Patrol Vehicle	\$ -	\$ -	\$ 74,700	\$ -	\$ -	\$ 74,700
#321 Marked Patrol Vehicle	\$ -	\$ -	\$ -	\$ 78,000	\$ -	\$ 78,000
#322 Marked Patrol Vehicle	\$ -	\$ -	\$ -	\$ 78,000	\$ -	\$ 78,000
#323 Marked Patrol Vehicle	\$ -	\$ -	\$ -	\$ 78,000	\$ -	\$ 78,000
#398 Unmarked Admin Vehicle	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
#3X1 Marked Patrol Vehicle	\$ -	\$ -	\$ -	\$ -	\$ 81,900	\$ 81,900
#3X2 Marked Patrol Vehicle	\$ -	\$ -	\$ -	\$ -	\$ 81,900	\$ 81,900
#3X3 Marked Patrol Vehicle	\$ -	\$ -	\$ -	\$ -	\$ 81,900	\$ 81,900

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

Project Name	2024	2025	2026	2027	2028	Total
#3X4 Unmarked Admin Vehicle	\$ -	\$ -	\$ -	\$ -	\$ 71,000	\$ 71,000
#403 Truck	\$ 103,000	\$ -	\$ -	\$ -	\$ -	\$ 103,000
#412 Truck	\$ -	\$ -	\$ -	\$ 72,000	\$ -	\$ 72,000
#416 Truck	\$ -	\$ -	\$ -	\$ -	\$ 82,000	\$ 82,000
#503 Truck	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
#505 Truck	\$ -	\$ 78,000	\$ -	\$ -	\$ -	\$ 78,000
#506 Truck	\$ -	\$ -	\$ -	\$ -	\$ 66,000	\$ 66,000
#525 Utilities Truck with Crane	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
#623 Fire Vehicle	\$ -	\$ -	\$ 74,700	\$ -	\$ -	\$ 74,700
#803 Environmental Vehicle	\$ -	\$ -	\$ 55,000	\$ -	\$ -	\$ 55,000
#804 Building Inspection Vehicle	\$ -	\$ -	\$ 33,000	\$ -	\$ -	\$ 33,000
#805 Building Inspection Vehicle	\$ -	\$ -	\$ -	\$ 32,000	\$ -	\$ 32,000
#806 Building Inspection Vehicle	\$ -	\$ -	\$ -	\$ -	\$ 34,000	\$ 34,000
#NEW Plow Truck	\$ 318,000	\$ -	\$ -	\$ -	\$ -	\$ 318,000
#NEW Vac/Jetter Combo Truck	\$ -	\$ 650,000	\$ -	\$ -	\$ -	\$ 650,000
Total	\$ 56,106,430	\$ 36,068,215	\$ 19,024,600	\$ 11,894,700	\$ 4,636,200	\$ 127,730,145

APPENDIX A

Project Detail

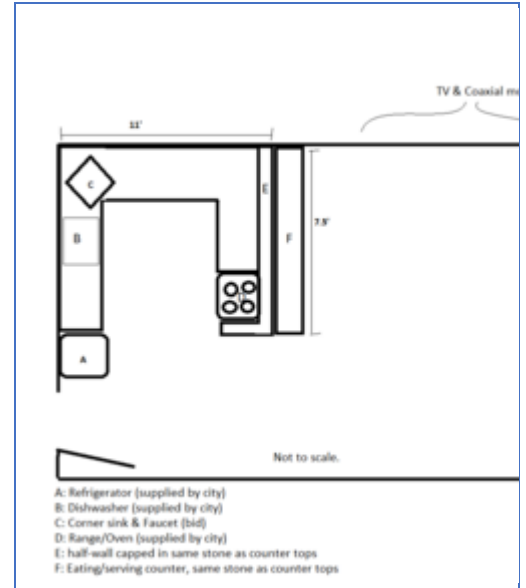


Capital Improvement Project 2024 through 2028

PROJECT # CW-326

PROJECT NAME: Kitchen/Breakroom Remodel

Project Year:	2024
Department:	Government Buildings
Program:	Citywide
Project Type:	Buildings
Useful Life (Years):	30
Contact Person:	Public Safety Director



Project Description:

Remodel kitchen/breakroom in the Police Department.

Project Justification:

The remodel of the kitchen/breakroom within the Police Division would provide much needed refresh, storage, food prep area, better workflow, and the appropriate amount of seating.

See drawing of the proposed layout attached. Photos of current layout of kitchen and breakroom available for review.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Building and Facilities Fund (401)	\$50,000	\$0	\$0	\$0	\$0	\$50,000
Total	\$50,000	\$0	\$0	\$0	\$0	\$50,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Facility Maintenance	\$50,000	\$0	\$0	\$0	\$0	\$50,000
Total	\$50,000	\$0	\$0	\$0	\$0	\$50,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-225

PROJECT NAME: Public Works Facility

Project Year:	2026
Department:	Government Buildings
Program:	Citywide
Project Type:	Buildings
Useful Life (Years):	40
Contact Person:	Community Development Director



Project Description:

Construct new Public Works Facility

Project Justification:

The existing facility was constructed in 1971 and does not meet current standards for codes, safety, facility maintenance and vehicle storage needs.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Area & Unit Trunk Fund (406)	\$0	\$0	\$2,500,000	\$0	\$0	\$2,500,000
Building and Facilities Fund (401)	\$350,000	\$0	\$5,500,000	\$0	\$0	\$5,850,000
Sewer Fund (602)	\$0	\$0	\$2,500,000	\$0	\$0	\$2,500,000
Water Fund (601)	\$0	\$0	\$2,500,000	\$0	\$0	\$2,500,000
Total	\$350,000	\$0	\$13,000,000	\$0	\$0	\$13,350,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Facility Construction	\$0	\$0	\$13,000,000	\$0	\$0	\$13,000,000
Total	\$0	\$0	\$13,000,000	\$0	\$0	\$13,000,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-6

PROJECT NAME: #142 Chipper

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



Project Description:

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

Project Justification:

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

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

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

Capital Improvement Project 2024 through 2028

PROJECT # CW-327

PROJECT NAME: #261 Gilcrest Tailgate Paver

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



Project Description:

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

Project Justification:

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

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

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

Capital Improvement Project 2024 through 2028

PROJECT # CW-140

PROJECT NAME: #526 Towable Generator

Project Year:	2024
Department:	Utilities
Program:	Citywide
Project Type:	Machinery and Shop Equipment
Useful Life (Years):	20
Contact Person:	Public Services Director



Project Description:

1990 Caterpillar 3116 Towable Generator to be replaced with a newer model used generator.

Project Justification:

The generator will be 34 years old in 2024 and well past its 20-year replacement/estimated life. This generator is the sole power source for the wells and is also a power source in the event the city has a loss of power to a lift station that does not have backup generator power on site. The generator will be able to power a well house or lift station in the event of a power outage.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Sewer Fund (602)	\$45,000	\$0	\$0	\$0	\$0	\$45,000
Water Fund (601)	\$45,000	\$0	\$0	\$0	\$0	\$45,000
Total	\$90,000	\$0	\$0	\$0	\$0	\$90,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$90,000	\$0	\$0	\$0	\$0	\$90,000
Total	\$90,000	\$0	\$0	\$0	\$0	\$90,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-193

PROJECT NAME: #702 Trailer

Project Year:	2024
Department:	Fleet
Program:	Citywide
Project Type:	Machinery and Shop Equipment
Useful Life (Years):	20
Contact Person:	Public Services Director



Project Description:

Felling tilt bed trailer to replace felling trailer (#702) with folding ramps.

Project Justification:

Transportation of city equipment. The trailer being replaced is 24 years old. Tilt-bed trailer requires no lifting of heavy ramps. For loading and unloading equipment, a tilt bed trailer includes a 16-foot tilt bed and a 6-foot stationary deck. An electric man lift must also be transported on a tilt bed trailer.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$12,000	\$0	\$0	\$0	\$0	\$12,000
Total	\$12,000	\$0	\$0	\$0	\$0	\$12,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$12,000	\$0	\$0	\$0	\$0	\$12,000
Total	\$12,000	\$0	\$0	\$0	\$0	\$12,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-9

PROJECT NAME: Electric Man Lift

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



Project Description:

New Request - Electric Man Lift

Project Justification:

New equipment is needed for the increase in maintenance points in the ceilings and rafters. Additionally, the specs of the lift will permit access to the maintenance points within all city buildings through doors and down halls to offer secure access to them.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$15,000	\$0	\$0	\$0	\$0	\$15,000
Total	\$15,000	\$0	\$0	\$0	\$0	\$15,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$15,000	\$0	\$0	\$0	\$0	\$15,000
Total	\$15,000	\$0	\$0	\$0	\$0	\$15,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-334

PROJECT NAME: Tire Changer and Wheel Balancer

Project Year:	2024
Department:	Fleet
Program:	Citywide
Project Type:	Machinery and Shop Equipment
Useful Life (Years):	20
Contact Person:	Public Services Director



Project Description:

Tire changer and wheel balancer to accommodate the larger size tires and the changing fleet.

Project Justification:

In May of 2006 the city purchased a wheel and tire balancer to suit the needs of the pickups and squad cars in the fleet. At the time the tire and balancer machine suited the needs based on the city owned equipment. Since then, the fleet has grown and the size of the trucks has increase making the tire machine obsolete for about a quarter of the fleet. The result is having to organize and deliver the tires and rims to a local shop for mounting and balancing. The proposed tire changer and wheel balancer will not only be able to accommodate all of the current vehicles in the fleet but additionally is able to do specialty tires such as tractors and lawn mowers.

The ability to change and balance tires in house represents a cost and time savings. Relying on another shop to get core vehicles and equipment back on the road is not ideal. The cost for a tire change and balance on some of the vehicle can be as much as \$100 per a tire and take up to an hour and a half per instance to use an outside shop.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$23,000	\$0	\$0	\$0	\$0	\$23,000
Total	\$23,000	\$0	\$0	\$0	\$0	\$23,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$23,000	\$0	\$0	\$0	\$0	\$23,000
Total	\$23,000	\$0	\$0	\$0	\$0	\$23,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-58

PROJECT NAME: #117 Tractor

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



Project Description:

2002 John Deere 6410 Tractor.

Project Justification:

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

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

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

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

Capital Improvement Project 2024 through 2028

PROJECT # CW-60

PROJECT NAME: #135 Tractor

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



Project Description:

2004 John Deere 4710 Tractor

Project Justification:

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

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

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

Capital Improvement Project 2024 through 2028

PROJECT # CW-2

PROJECT NAME: #251 Backhoe

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



Project Description:

2011 Caterpillar 420E Backhoe

Project Justification:

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

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

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

Capital Improvement Project 2024 through 2028

PROJECT # CW-56

PROJECT NAME: #252 Street Sweeper

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



Project Description:

2012 Elgin Pelican Street Sweeper

Project Justification:

Purchased in 2012 the Elgin pelican street sweeper has been used primarily in spring and fall sweeping of debris from the winter plowing season and fall cleanup of leaves and sand from the summer. This piece of equipment is primarily used to protect our stormwater ponds, structures, and pipes and to keep the streets clean. Replacement is recommended based on hours 2900 and years of service. In the 2022 season the sweep has spent significant time being repaired. Replacement would be a sweeper with similar power, capabilities, and size.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Storm Water Fund (603)	\$0	\$305,000	\$0	\$0	\$0	\$305,000
Total	\$0	\$305,000	\$0	\$0	\$0	\$305,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$305,000	\$0	\$0	\$0	\$305,000
Total	\$0	\$305,000	\$0	\$0	\$0	\$305,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-27

PROJECT NAME: #415 Lawn Mower

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



Project Description:

2019 Ferris Zero Turn Mower

Project Justification:

Mower #415 with 653 hours of operation in mowing and trim mowing city parks is experiencing more repairs. Bents, bearings, electrical, and clutch repairs and replacements are some of the recent issues with the mower resulting in parks not getting mowed on schedule. Replacement of 2015 Ferris Zero Turn Mower is recommended in 2025 due to unreliability and wear and tear of the equipment.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$18,500	\$0	\$0	\$0	\$18,500
Total	\$0	\$18,500	\$0	\$0	\$0	\$18,500

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$18,500	\$0	\$0	\$0	\$18,500
Total	\$0	\$18,500	\$0	\$0	\$0	\$18,500

Capital Improvement Project 2024 through 2028

PROJECT # CW-61

PROJECT NAME: #140 Tractor

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



Project Description:

2007 John Deere 5525 Tractor

Project Justification:

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

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

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

Capital Improvement Project 2024 through 2028

PROJECT # CW-145

PROJECT NAME: Lift Station #53 - Generator

Project Year:	2026
Department:	Sewer
Program:	Citywide
Project Type:	Machinery and Shop Equipment
Useful Life (Years):	20
Contact Person:	Public Services Director



Project Description:

Replacement of 2006 Generator at Lift Station 53 (LS53)

Project Justification:

Generator becomes unreliable after 20yrs and replacement parts are hard find if not discontinued.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Sewer Fund (602)	\$0	\$0	\$30,000	\$0	\$0	\$30,000
Total	\$0	\$0	\$30,000	\$0	\$0	\$30,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$30,000	\$0	\$0	\$30,000
Total	\$0	\$0	\$30,000	\$0	\$0	\$30,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-214

PROJECT NAME: #409 Lawn Mower Pull Behind

Project Year:	2027
Department:	Parks
Program:	Citywide
Project Type:	Machinery and Shop Equipment
Useful Life (Years):	10
Contact Person:	Public Services Director



Project Description:

2017 Progressive Mower Pull Behind. Mows open park spaces, tractor PTO powered.

Project Justification:

Replacement is recommended due to wear and tear of the heavy daily use of this attachment. Bearings, PTO boxes, wheels, and hydraulics have been recent failures of the attachment. Recommended replacement is a similar pull behind mower in size, power, and capacity.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$0	\$25,000	\$0	\$25,000
Total	\$0	\$0	\$0	\$25,000	\$0	\$25,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$25,000	\$0	\$25,000
Total	\$0	\$0	\$0	\$25,000	\$0	\$25,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-168

PROJECT NAME: #210 Mack Truck

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



Project Description:

2015 Mack Truck

Project Justification:

After normal wear & tear it can be costly to repair

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

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

Capital Improvement Project 2024 through 2028

PROJECT # CW-215

PROJECT NAME: #411 RTV

Project Year:	2028
Department:	Parks
Program:	Citywide
Project Type:	Machinery and Shop Equipment
Useful Life (Years):	10
Contact Person:	Public Services Director



Project Description:

2017 Kubota RTV

Project Justification:

Used in controlled burns, trail maint., and park maint. With only 147 hours consider moving replacement out or removing from replacement schedule

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$0	\$0	\$18,000	\$18,000
Total	\$0	\$0	\$0	\$0	\$18,000	\$18,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$0	\$18,000	\$18,000
Total	\$0	\$0	\$0	\$0	\$18,000	\$18,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-131

PROJECT NAME: #507 Mower

Project Year:	2028
Department:	Utilities
Program:	Citywide
Project Type:	Machinery and Shop Equipment
Useful Life (Years):	10
Contact Person:	Public Services Director



Project Description:

2018 Ferris Mower 400S with bagger system

Project Justification:

Mower #405 with 208 hours of operation in mowing and trim mowing utilities lift stations, well houses, and water tower sites. Replacement of 2018 Ferris Zero Turn Mower is recommended in 2028.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Sewer Fund (602)	\$0	\$0	\$0	\$0	\$5,000	\$5,000
Water Fund (601)	\$0	\$0	\$0	\$0	\$5,000	\$5,000
Total	\$0	\$0	\$0	\$0	\$10,000	\$10,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$0	\$10,000	\$10,000
Total	\$0	\$0	\$0	\$0	\$10,000	\$10,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-141

PROJECT NAME: Lift Station #4 - Generator

Project Year:	2028
Department:	Sewer
Program:	Citywide
Project Type:	Machinery and Shop Equipment
Useful Life (Years):	20
Contact Person:	Public Services Director



Project Description:

Replacement for 2008 Generator for Lift Station 4 (LS4GEN)

Project Justification:

Generator becomes unreliable after 20yrs and replacement parts are hard find if not discontinued.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Sewer Fund (602)	\$0	\$0	\$0	\$0	\$40,000	\$40,000
Total	\$0	\$0	\$0	\$0	\$40,000	\$40,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$0	\$40,000	\$40,000
Total	\$0	\$0	\$0	\$0	\$40,000	\$40,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-143

PROJECT NAME: Lift Station #6 - Generator

Project Year:	2028
Department:	Sewer
Program:	Citywide
Project Type:	Machinery and Shop Equipment
Useful Life (Years):	20
Contact Person:	Public Services Director



Project Description:

Replacement of 2008 Generator at Lift Station 6 (LS6GEN)

Project Justification:

Generator becomes unreliable after 20yrs and replacement parts are hard find if not discontinued.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Sewer Fund (602)	\$0	\$0	\$0	\$0	\$30,000	\$30,000
Total	\$0	\$0	\$0	\$0	\$30,000	\$30,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$0	\$30,000	\$30,000
Total	\$0	\$0	\$0	\$0	\$30,000	\$30,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-170

PROJECT NAME: Lift Station #6 - Pumps

Project Year:	2028
Department:	Sewer
Program:	Citywide
Project Type:	Machinery and Shop Equipment
Useful Life (Years):	25
Contact Person:	Public Services Director



Project Description:

Replacement of Lift Station #6 Pumps
2 Pumps X \$7,500 = \$15,000

Project Justification:

Pumps become unreliable after 20yrs

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Sewer Fund (602)	\$0	\$0	\$0	\$0	\$15,000	\$15,000
Total	\$0	\$0	\$0	\$0	\$15,000	\$15,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Small Tools/Equipment	\$0	\$0	\$0	\$0	\$15,000	\$15,000
Total	\$0	\$0	\$0	\$0	\$15,000	\$15,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-343

PROJECT NAME: ERP Software

Project Year:	2026
Department:	Administration/Finance
Program:	Citywide
Project Type:	Office Equipment and Furniture
Useful Life (Years):	10
Contact Person:	Finance Director



Project Description:

Explore alternatives to the City's current Enterprise Resource System (ERP) System, Springbrook.

Project Justification:

Springbrook was implemented in 2015 and is used for all finance processing (Accounts Payable, Accounts Receivable, Fixed Assets, General Ledger, Payroll, and Utility Billing). Best practices cannot always be implemented due to software limitations. Springbrook also does not meet the City's needs to be an all-encompassing ERP software as it does not provide modules to serve Human Resources or Community Development/Building Inspections. The Human Resources module within Springbrook was explored, although it did not provide useful work flows or the appropriate interaction with payroll. Additional sought after HR software capabilities include open enrollment, pay adjustments, and applicant screening. Community Development/Building Inspections currently uses a Microsoft Access software, PermitWorks, for inspections, code enforcement, business licensing, and planning. Financial transactions from PermitWorks are imported into Springbrook. The future of PermitWorks is unknown as many cities have moved away from that platform and to an ERP software that has a building module.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Office Equipment Replacement Fund (403)	\$0	\$0	\$250,000	\$0	\$0	\$250,000
Total	\$0	\$0	\$250,000	\$0	\$0	\$250,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Office Equipment/Software	\$0	\$0	\$250,000	\$0	\$0	\$250,000
Total	\$0	\$0	\$250,000	\$0	\$0	\$250,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-217

PROJECT NAME: #414 Bobcat Tool Cat

Project Year:	2024
Department:	Parks
Program:	Citywide
Project Type:	Other Equipment
Useful Life (Years):	5
Contact Person:	Public Services Director



Project Description:

2019 Bobcat Tool Cat 5600

Project Justification:

This Tool Cat was purchased in 2019 and has 1037 operating hours as of 6/2023. All seasons see significant use of it. It is used to renew park mulch in the summer, repair sod in the spring, remove snow from sidewalks and trails in the winter, and do street sweeping and stump grinding in the fall. Tool Cats are versatile pieces of equipment that make excellent tools due to their maneuverability and low impact on the turf when in use. This Tool Cat is set to be replaced in 2024 and is recommended to be replaced on a much shorter replacement cycle because of repairs needed beyond 5 years and trade-in value.

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

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

Capital Improvement Project 2024 through 2028

PROJECT # CW-260

PROJECT NAME: Digital Mobile Evidence

Project Year:	2024
Department:	Police
Program:	Citywide
Project Type:	Other Equipment
Useful Life (Years):	10
Contact Person:	Public Safety Director



Project Description:

The squad car video and body worn camera (BWC) system are currently the Panasonic Arbitrator includes forward facing camera and back seat camera. Video footage wirelessly downloads into video server. The back end video server is integrated with BWC and squad car systems.

Project Justification:

Video evidence is vitally important and in documenting police and community member interactions and play a crucial role in the prosecution of criminals matters in the Lino Lakes. This system also allows staff to review police responses to continuous improvement and accurate document police and community members interactions.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Public Safety Aid	\$200,000	\$	\$0	\$0	\$0	\$200,000
Total	\$200,000		\$0	\$0	\$0	\$200,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$200,000	\$0	\$0	\$0	\$0	\$200,000

Total	\$200,000	\$0	\$0	\$0	\$0	\$200,000
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Capital Improvement Project 2024 through 2028

PROJECT # CW-342

PROJECT NAME: Fire Equipment for New Tenders

Project Year:	2024
Department:	Fire
Program:	Citywide
Project Type:	Other Equipment
Useful Life (Years):	10
Contact Person:	Public Safety Director



Project Description:

The City has ordered two new Fire Tenders and equipment is needed for both apparatus.

Project Justification:

This equipment is needed to meet fire response needs and industry standards.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Public Safety Aid	\$156,230	\$0	\$0	\$0	\$0	\$156,230
Total	\$156,230	\$0	\$0	\$0	\$0	\$156,230

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$156,230	\$0	\$0	\$0	\$0	\$156,230
Total	\$156,230	\$0	\$0	\$0	\$0	\$156,230

Capital Improvement Project 2024 through 2028

PROJECT # CW-333

PROJECT NAME: Pile Driver Plow

Project Year:	2024
Department:	Fleet
Program:	Citywide
Project Type:	Other Equipment
Useful Life (Years):	20
Contact Person:	Public Services Director



Project Description:

12' Pile Driver Plow used in the snow removal process in parking lots.

Project Justification:

The parking lot snow removal process is growing with the increased square footage of city owned parking lots to keep clear of ice and snow. The Public Works Department is currently using tractors and front end loaders to complete this process. This is not the most efficient and time effective way to complete snow removal. A specific type of plow designed for carrying snow is much better suited for parking lot snow removal. Current plow equipment consists of straight and directional blade plows designed to shed snow to the left or right as the equipment moves forward. The plow needed is a 12' Pile Driver Plow with a 56" side plate designed to carry snow.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$11,500	\$0	\$0	\$0	\$0	\$11,500
Total	\$11,500	\$0	\$0	\$0	\$0	\$11,500

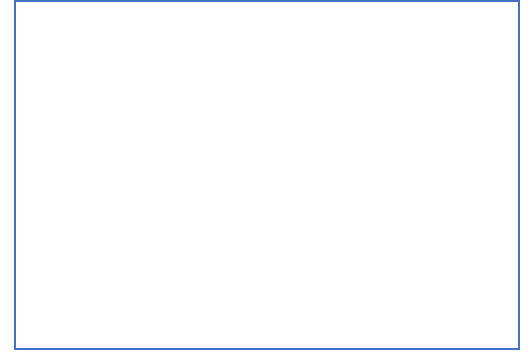
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$11,500	\$0	\$0	\$0	\$0	\$11,500
Total	\$11,500	\$0	\$0	\$0	\$0	\$11,500

Capital Improvement Project 2024 through 2028

PROJECT # CW-97

PROJECT NAME: Extrication Sets (2)

Project Year:	2025
Department:	Fire
Program:	Citywide
Project Type:	Other Equipment
Useful Life (Years):	10
Contact Person:	Public Safety Director



Project Description:

These are gas engine that uses hydraulic power to spread, lift and cut to extricate trapped people from vehicle crashes. These are located on both engines.

Project Justification:

In having a significant length of both I-35E and I-35W in our City, the exposure to high speed motor vehicle crashes are significant. With high speed crashes the likelihood of patient or victim entrapment greatly increases. From January 2016 to April 2022 we responded to over 830 calls for Rescue Services. We responded to motor vehicle crashes more than any other calls for service. Sometimes more than one at a time. We can be dealing with a serious crash on I-35E and then receive another crash on I-35W at the same time. This increases the need to have two sets of equipment. The two sets of extrication equipment we have are the same brand and model. This makes operating them, when time is critical, more efficient. It also makes the training easier.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$68,175	\$0	\$0	\$0	\$68,175
Total	\$0	\$68,175	\$0	\$0	\$0	\$68,175

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$68,175	\$0	\$0	\$0	\$68,175
Total	\$0	\$68,175	\$0	\$0	\$0	\$68,175

Capital Improvement Project 2024 through 2028

PROJECT # CW-224

PROJECT NAME: Fire Station #1 - Generator

Project Year:	2025
Department:	Fire
Program:	Citywide
Project Type:	Other Equipment
Useful Life (Years):	20
Contact Person:	Public Services Director



Project Description:

2000 Generac Generator Fire Station 1

Project Justification:

Replacement dictated by the capital asset policy. Generator was purchased in 2000 and is starting to become unreliable with many parts being replaced or needing service. Critical in power failures to operate fire station and garage doors.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Building and Facilities Fund (401)	\$0	\$75,000	\$0	\$0	\$0	\$75,000
Total	\$0	\$75,000	\$0	\$0	\$0	\$75,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$75,000	\$0	\$0	\$0	\$75,000
Total	\$0	\$75,000	\$0	\$0	\$0	\$75,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-98

PROJECT NAME: Lift Bag (1)

Project Year:	2025
Department:	Fire
Program:	Citywide
Project Type:	Other Equipment
Useful Life (Years):	10
Contact Person:	Public Safety Director



Project Description:

Pneumatic bags that can lift vehicles or machinery to free trapped patients. These are located in Rescue 11.

Project Justification:

In having a significant length of both I-35E and I-35W in our City, the exposure to high speed motor vehicle crashes is significant. With high speed crashes, the likelihood of patient or victim entrapment greatly increases. From January 2016 to April 2022 we responded to over 830 calls for Rescue Services . We responded to motor vehicle crashes more than any other calls for service. Sometimes more than one at a time. We can be dealing with a serious crash on I-35E and then receive another crash on I-35W at the same time. We use the lift bags to lift vehicles or heavy equipment to make room to remove a trapped person. We have only used these a few times in the last six years, but this was the only tool that would work to free them. Two of the times that we needed to use the lift bags involved people in motor vehicle crashes. Both patients were ejected and their vehicles rolled over on them. We currently have one set of lift bags.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$24,040	\$0	\$0	\$0	\$24,040
Total	\$0	\$24,040	\$0	\$0	\$0	\$24,040

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$24,040	\$0	\$0	\$0	\$24,040
Total	\$0	\$24,040	\$0	\$0	\$0	\$24,040

Capital Improvement Project 2024 through 2028

PROJECT # CW-108

PROJECT NAME: Gas/Electric Ventilation Fans (4)

Project Year:	2026
Department:	Fire
Program:	Citywide
Project Type:	Other Equipment
Useful Life (Years):	10
Contact Person:	Public Safety Director



Project Description:

We use these fans to remove smoke or odors from a structure when it is or has been on fire. This equipment is on both engines and aerials.

Project Justification:

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$	\$0	\$30,000	\$0	\$0	\$30,000
Total		\$0	\$30,000	\$0	\$0	\$30,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$30,000	\$0	\$0	\$30,000
Total	\$0	\$0	\$30,000	\$0	\$0	\$30,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-50

PROJECT NAME: Rescue Boat

Project Year:	2026
Department:	Fire
Program:	Citywide
Project Type:	Other Equipment
Useful Life (Years):	10
Contact Person:	Public Safety Director



Project Description:

B21 14' Zodiac boat

Project Justification:

Many people come to Lino Lakes to enjoy the many perks of Anoka County's largest park and Lino Lakes' residents pride themselves on having such a beautiful natural resource in their back yards. With having this vast natural resource in the middle of our city, comes the great responsibility of the Public Safety Department to have adequate equipment to respond to a variety of calls within in the County Park and waterways. Being able to reach the public in the event of an emergency while they are stranded on the water is currently a great burden on our Public Safety staff. Most of the lakes in the County Park are very shallow and with shallow water comes the issue of vegetation growing to the surface the lakes throughout the park very quickly every spring. The boat we received from the split with Centennial Fire is an inadequate piece of rescue equipment for the type of waterways located throughout Lino Lakes. The current Zodiac boat is sufficient for accessing 90% of Centerville Lake and 50% of Peltier Lake. Once the high water in the spring resides and the weeds have grown to the surface of our waters (typically in May), the Zodiac boat cannot access any waterway that does not have a DNR maintained boat launch (Centerville and Peltier Lakes). The Zodiac boat needs at least 18"-24" of water to operate (depending on the amount of people in the boat) and cannot be used in most of our neighborhood holding ponds either. The 14' Zodiac boat does not have enough space to transport a back boarded patient (unless placed on top of the sides of the boat), the staff needed to get the patient into the boat and is initiate for delivering patient care.

Our Public Safety personnel had two calls, for three stranded victims in the last year where they were unable to reach the patients with the current Zodiac boat. One call was on Marshan Lake, neither our Zodiac boat nor Forest Lake's fan boat was able to reach the victim and a citizen in a canoe was the one who rescued the victim an hour after the original call to 911. The second call was for two victims stranded on a jet ski at the far North end of Peltier Lake; Forest Lake, Washington County, Anoka County and the DNR was not able to assist our staff with the proper equipment to make the rescue. Our personnel were able to get within 100 yards of the two victims with the Zodiac boat and had to swim in water rescue suits (not designed for long swims) to reach the victims. Once our staff reached the victims, they had to then swim the victims back to the boat and where able to return the victims to the boat launch an hour and a half after the original call was made to 911. If either of these calls were a life or death situation, we would have lost three lives due to

insufficient rescue equipment.

As our community and the communities around us continue to grow, more of our residents and the public will be introduced to our County Park. With larger amounts of public using the park, the Public Safety Department will be called to a larger volume of difficult to reach calls. This is why I am asking for \$55,000 to purchase an 18' Gator Tail Boat, motor, trailer, fire pump and equipment. Gator Tail Boats were originally designed for the use of duck hunters to use in the muddy swamps of Louisiana. Overtime departments have seen the value of having these boats as fire rescue boats. These boats are a flat bottom boat with a specifically designed motor to operate in mere inches of water and weigh much less. The vegetation that fills our waterways, low water levels and the many low clearance bridges that cross the water will be no problem for a Gator Tail Boat (a fan boat cannot fit under the bridges). By equipping the Gator Tail boat with a fire pump, this will allow personnel to fight wild fires safely from the water without the worry of running out of water and the pump can also provide an endless supply of water to personnel fighting the fire on shore. With the use of a UTV, the Gator Tail boat can easily be deployed into most of our holding ponds in the event of an emergency as well. The yearly maintenance of having a new boat is very minimal once the factory warranty expires, the estimated cost would be \$500 per year.

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

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

Capital Improvement Project 2024 through 2028

PROJECT # CW-103

PROJECT NAME: SCBA Cascade Trailer (1)

Project Year:	2026
Department:	Fire
Program:	Citywide
Project Type:	Other Equipment
Useful Life (Years):	10
Contact Person:	Public Safety Director



Project Description:

This trailer can be brought to the scene of a fire to fill our SCBA's bottles on scene. This trailer is kept at Fire Station 1. Fire Station 1 does not have a compressor so we use this trailer to keep the SCBA bottles at Station 1 filled.

Project Justification:

We currently have an SCBA(Self-contained Breathing Apparatus)trailer. This trailer is located at Fire Station 1. It has five large E cylinders that are connected by a manifold. We use this trailer to refill the SCBA bottles on all the fire apparatus at Fire Station 1. Fire Station 1 does not have an SCBA compressor. To be able to refill these bottles without loading them into a vehicle and driving to Station 2 to fill them saves time and is much safer. Transporting SCBA bottles in a motor vehicle is dangerous. By having a trailer that is designed to move large tanks that are secure, is much safer. We purchased this used trailer from the Virginia Fire Department. The trailer is home made and has been repaired over the years.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$20,900	\$0	\$0	\$20,900
Total	\$0	\$0	\$20,900	\$0	\$0	\$20,900

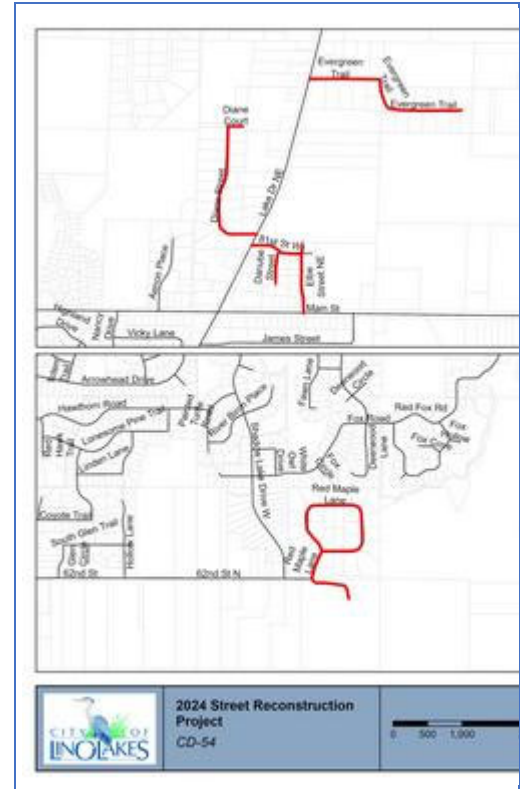
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$20,900	\$0	\$0	\$20,900
Total	\$0	\$0	\$20,900	\$0	\$0	\$20,900

Capital Improvement Project 2024 through 2028

PROJECT # CD-54

PROJECT NAME: 2024 Street Reconstruction Project

Project Year:	2024
Department:	Streets
Program:	Community Development
Project Type:	Streets
Useful Life (Years):	20
Contact Person:	Community Development Director



Project Description:

Includes street and storm sewer improvements to 81st Ave, Elbe Street, Danube Street, and Red Maple Lane. Overlays are proposed for Diane Street and Evergreen Trail.

Project Justification:

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Bond Proceeds	\$4,550,000	\$0	\$0	\$0	\$0	\$4,550,000
Total	\$4,550,000	\$0	\$0	\$0	\$0	\$4,550,000

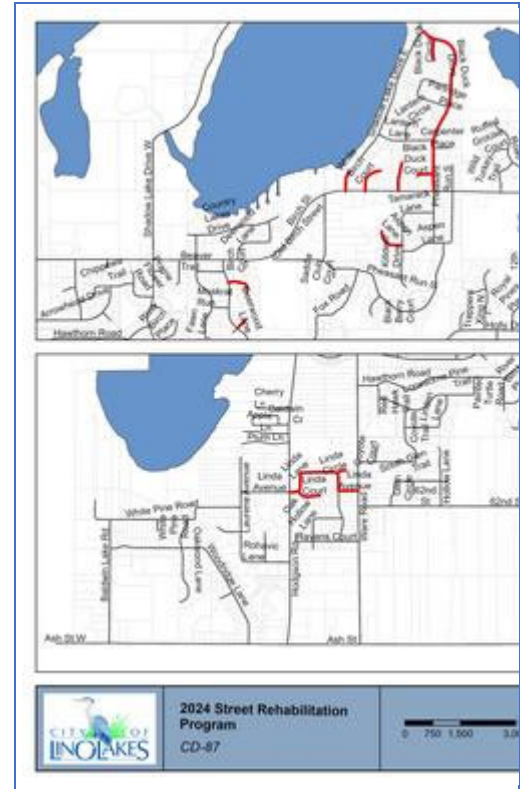
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$4,550,000	\$0	\$0	\$0	\$0	\$4,550,000
Total	\$4,550,000	\$0	\$0	\$0	\$0	\$4,550,000

Capital Improvement Project 2024 through 2028

PROJECT # CD-87

PROJECT NAME: 2024 Street Rehabilitation Program

Project Year:	2024
Department:	Streets
Program:	Community Development
Project Type:	Streets
Useful Life (Years):	20
Contact Person:	Community Development Director



Project Description:

Mill and Overlay Blackduck Drive, Black Duck Cir, Aspen Cir., Beaver Cir, Deerwood Cir. Linda Ave, Linda Ln, Linda Ct, Linda Cir.

Project Justification:

Planned maintenance required to maintain Overall Condition Index (OCI) in accordance with Pavement Management Program.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Pavement Management Fund (421)	\$990,000	\$0	\$0	\$0	\$0	\$990,000
Water Fund (601)	\$130,000	\$0	\$0	\$0	\$0	\$130,000
Total	\$1,120,000	\$0	\$0	\$0	\$0	\$1,120,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$1,120,000	\$0	\$0	\$0	\$0	\$1,120,000
Total	\$1,120,000	\$0	\$0	\$0	\$0	\$1,120,000

Capital Improvement Project 2024 through 2028

PROJECT # CD-1

PROJECT NAME: 49/J Intersection Improvements

Project Year:	2024
Department:	Streets
Program:	Community Development
Project Type:	Streets
Useful Life (Years):	50
Contact Person:	Community Development Director



Project Description:

Reconstruction of Hodgson Road and County Road J intersection and approach. Project includes turn lane construction and signal modifications.

Project Justification:

Improvements necessary to accommodate proposed Lyngblomsten and increase capacity of the existing system.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Anoka County	\$3,450,000	\$0	\$0	\$0	\$0	\$3,450,000
Municipal State Aid Fund (420)	\$350,000	\$0	\$0	\$0	\$0	\$350,000
Other	\$700,000	\$0	\$0	\$0	\$0	\$700,000
Total	\$4,500,000	\$0	\$0	\$0	\$0	\$4,500,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$4,500,000	\$0	\$0	\$0	\$0	\$4,500,000

Total	\$4,500,000	\$0	\$0	\$0	\$0	\$4,500,000
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Capital Improvement Project 2024 through 2028

PROJECT # CD-84

PROJECT NAME: Market Place Dr Realignment

Project Year:	2024
Department:	Streets
Program:	Community Development
Project Type:	Streets
Useful Life (Years):	50
Contact Person:	Community Development Director



Project Description:

Realign 77th Street to connect Maryland and MarketPlace Drive.

Project Justification:

Provides for redevelopment of properties north and south of new location and full access to residential neighborhoods west of Lake Drive.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Area & Unit Trunk Fund (406)	\$256,500	\$0	\$0	\$0	\$0	\$256,500
Municipal State Aid Fund (420)	\$202,000	\$0	\$0	\$0	\$0	\$202,000
Other	\$525,000	\$0	\$0	\$0	\$0	\$525,000
Total	\$983,500	\$0	\$0	\$0	\$0	\$983,500

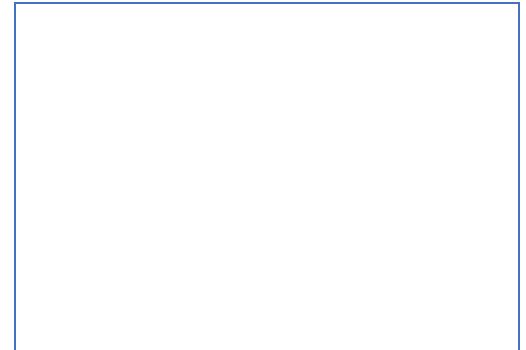
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$983,500	\$0	\$0	\$0	\$0	\$983,500
Total	\$983,500	\$0	\$0	\$0	\$0	\$983,500

Capital Improvement Project 2024 through 2028

PROJECT # CD-341

PROJECT NAME: Sunset & Main Street (CSAH 14) Roundabout

Project Year:	2024
Department:	Streets
Program:	Community Development
Project Type:	Streets
Useful Life (Years):	50
Contact Person:	Community Development Director



Project Description:

Reconstruction of Sunset and Main Street Intersection

Project Justification:

High volume intersection with growing traffic safety concerns. Project will improvement mobility and safety.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Anoka County	\$1,400,000	\$0	\$0	\$0	\$0	\$1,400,000
Municipal State Aid Fund (420)	\$300,000	\$0	\$0	\$0	\$0	\$300,000
Other	\$300,000	\$0	\$0	\$0	\$0	\$300,000
Total	\$2,000,000	\$0	\$0	\$0	\$0	\$2,000,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$2,000,000	\$0	\$0	\$0	\$0	\$2,000,000
Total	\$2,000,000	\$0	\$0	\$0	\$0	\$2,000,000

Capital Improvement Project 2024 through 2028

PROJECT # CD-88

PROJECT NAME: 2025 Street Rehabilitation Program

Project Year:	2025
Department:	Streets
Program:	Community Development
Project Type:	Streets
Useful Life (Years):	20
Contact Person:	Community Development Director



Project Description:

Mill and Overlay Fawn Lane, Beaver Tr, Muskrat Run, Coyote Trl, Coyote Ct.

Project Justification:

Planned maintenance required to maintain Overall Condition Index (OCI) in accordance with Pavement Management Program.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Pavement Management Fund (421)	\$0	\$1,138,500	\$0	\$0	\$0	\$1,138,500
Water Fund (601)	\$0	\$120,000	\$0	\$0	\$0	\$120,000
Total	\$0	\$1,258,500	\$0	\$0	\$0	\$1,258,500

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$0	\$1,258,500	\$0	\$0	\$0	\$1,258,500
Total	\$0	\$1,258,500	\$0	\$0	\$0	\$1,258,500

Capital Improvement Project 2024 through 2028

PROJECT # CD-7

PROJECT NAME: County Road J/Centerville Rd Intersection/35 Interchange

Project Year:	2025
Department:	Streets
Program:	Community Development
Project Type:	Streets
Useful Life (Years):	50
Contact Person:	Community Development Director



Project Description:

Intersection improvements at CRJ, bridge ramps and bridge replacement over 35E

Project Justification:

Intersections are exceeding capacity. State Bonding dollars were obtained to prepare design and environmental documentation in 2020.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Anoka County	\$0	\$7,000,000	\$0	\$0	\$0	\$7,000,000
Assessments	\$0	\$250,000	\$0	\$0	\$0	\$250,000
Municipal State Aid Fund (420)	\$0	\$1,000,000	\$0	\$0	\$0	\$1,000,000
Other	\$0	\$12,000,000	\$0	\$0	\$0	\$12,000,000
Total	\$0	\$20,250,000	\$0	\$0	\$0	\$20,250,000

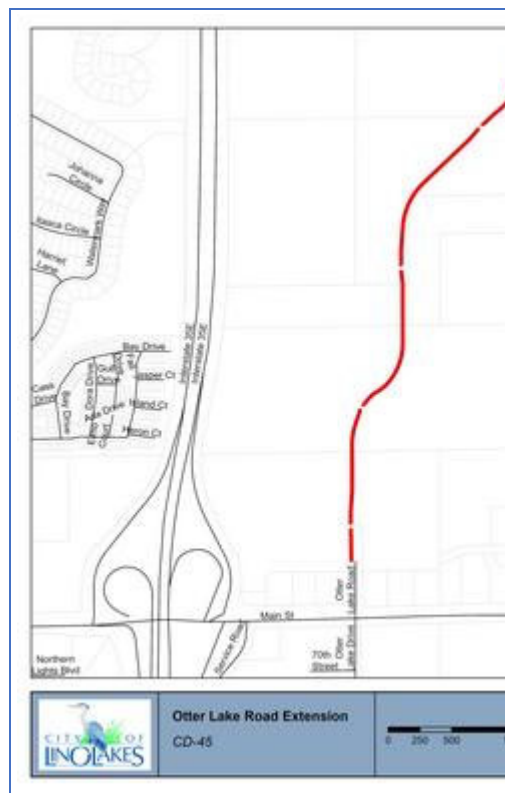
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$0	\$20,250,000	\$0	\$0	\$0	\$20,250,000
Total	\$0	\$20,250,000	\$0	\$0	\$0	\$20,250,000

Capital Improvement Project 2024 through 2028

PROJECT # CD-45

PROJECT NAME: Otter Lake Road Extension

Project Year:	2025
Department:	Streets
Program:	Community Development
Project Type:	Streets
Useful Life (Years):	50
Contact Person:	Community Development Director



Project Description:

Extension of Otter Lake Road from Main to Elmcrest. Includes Trunk Sewer NE Area SD 5A, trunk water and surface water.

Project Justification:

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Area & Unit Trunk Fund (406)	\$0	\$2,900,000	\$0	\$0	\$0	\$2,900,000
Municipal State Aid Fund (420)	\$0	\$4,500,000	\$0	\$0	\$0	\$4,500,000
Surface Water Management Fund (422)	\$0	\$1,000,000	\$0	\$0	\$0	\$1,000,000
Total	\$0	\$8,400,000	\$0	\$0	\$0	\$8,400,000

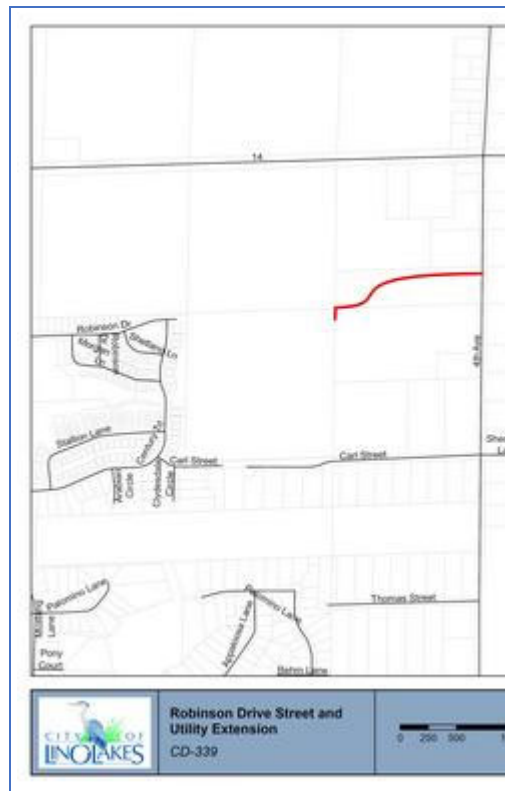
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$0	\$8,400,000	\$0	\$0	\$0	\$8,400,000
Total	\$0	\$8,400,000	\$0	\$0	\$0	\$8,400,000

Capital Improvement Project 2024 through 2028

PROJECT # CD-339

PROJECT NAME: Robinson Drive Street and Utility Extension

Project Year:	2025
Department:	Streets
Program:	Community Development
Project Type:	Streets
Useful Life (Years):	50
Contact Person:	Community Development Director



Project Description:

Extension of Robinson Drive Collector Road from proposed Promenade Development to 4th Avenue. Provides east-west connectivity between Sunset and 4th Avenue.

Project Justification:

This is a planned collector road in the City's Comprehensive Transportation plan. The connection will distribute traffic more effectively from the development to the west.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Area & Unit Trunk Fund (406)	\$0	\$350,000	\$0	\$0	\$0	\$350,000
Municipal State Aid Fund (420)	\$0	\$800,000	\$0	\$0	\$0	\$800,000
Total	\$0	\$1,150,000	\$0	\$0	\$0	\$1,150,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$0	\$1,150,000	\$0	\$0	\$0	\$1,150,000
Total	\$0	\$1,150,000	\$0	\$0	\$0	\$1,150,000

Capital Improvement Project 2024 through 2028

PROJECT # CD-114

PROJECT NAME: 2026 Street Rehabilitation Program

Project Year:	2026
Department:	Streets
Program:	Community Development
Project Type:	Streets
Useful Life (Years):	20
Contact Person:	Community Development Director



Project Description:

Annual mill & overlay project. Approximately 1.5 miles. Lonesome Pine, Country Lakes Drive, Lindon Ln and Red Hawk Trail

Project Justification:

Planned maintenance required to maintain Overall Condition Index (OCI) in accordance with Pavement Management Program.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Pavement Management Fund (421)	\$0	\$0	\$1,309,300	\$0	\$0	\$1,309,300
Water Fund (601)	\$0	\$0	\$130,000	\$0	\$0	\$130,000
Total	\$0	\$0	\$1,439,300	\$0	\$0	\$1,439,300

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$0	\$0	\$1,439,300	\$0	\$0	\$1,439,300
Total	\$0	\$0	\$1,439,300	\$0	\$0	\$1,439,300

Capital Improvement Project 2024 through 2028

PROJECT # CD-184

PROJECT NAME: 2027 Street Reconstruction Project

Project Year:	2027
Department:	Streets
Program:	Community Development
Project Type:	Streets
Useful Life (Years):	20
Contact Person:	Community Development Director



Project Description:

Reconstruction of streets including Lakeview Dr. from Elm Street to Glenview. Includes side streets of Fairview Dr, and Gladstone. Includes stormwater retrofit and West Relief Sanitary Sewer Interceptor project.

Project Justification:

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Bond Proceeds	\$0	\$0	\$0	\$4,300,000	\$0	\$4,300,000
Total	\$0	\$0	\$0	\$4,300,000	\$0	\$4,300,000

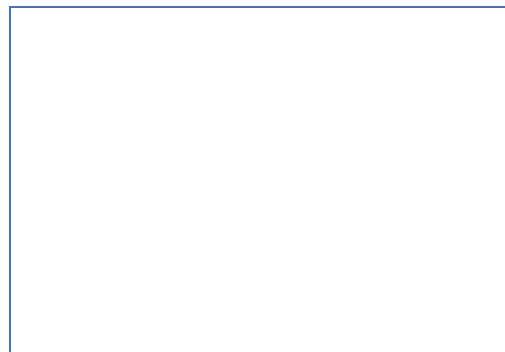
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$0	\$0	\$0	\$4,300,000	\$0	\$4,300,000
Total	\$0	\$0	\$0	\$4,300,000	\$0	\$4,300,000

Capital Improvement Project 2024 through 2028

PROJECT # CD-183

PROJECT NAME: 2027 Street Rehabilitation Program

Project Year:	2027
Department:	Streets
Program:	Community Development
Project Type:	Streets
Useful Life (Years):	20
Contact Person:	Community Development Director



Project Description:

Annual mill & overlay project. Approximately 1.5 miles. Project area TBD.

Project Justification:

Planned maintenance required to maintain Overall Condition Index (OCI) in accordance with Pavement Management Program.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Pavement Management Fund (421)	\$0	\$0	\$0	\$1,505,700	\$0	\$1,505,700
Total	\$0	\$0	\$0	\$1,505,700	\$0	\$1,505,700

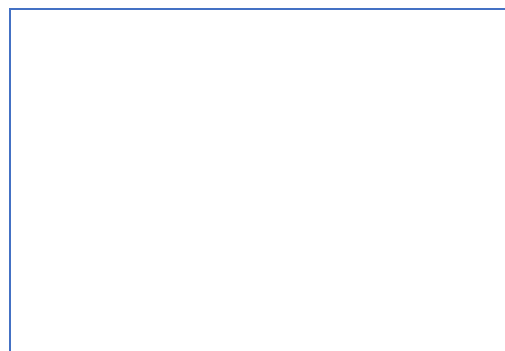
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$0	\$0	\$0	\$1,505,700	\$0	\$1,505,700
Total	\$0	\$0	\$0	\$1,505,700	\$0	\$1,505,700

Capital Improvement Project 2024 through 2028

PROJECT # CD-336

PROJECT NAME: 2028 Street Rehabilitation Program

Project Year:	2028
Department:	Streets
Program:	Community Development
Project Type:	Streets
Useful Life (Years):	50
Contact Person:	Community Development Director



Project Description:

Annual mill & overlay project. Approximately 1.5 miles. Project area TBD.

Project Justification:

Planned maintenance required to maintain Overall Condition Index (OCI) in accordance with Pavement Management Program.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Pavement Management Fund (421)	\$0	\$0	\$0	\$	\$1,731,500	\$1,731,500
Water Fund (601)	\$0	\$0	\$0	\$0	\$130,000	\$130,000
Total	\$0	\$0	\$0	\$0	\$1,861,500	\$1,861,500

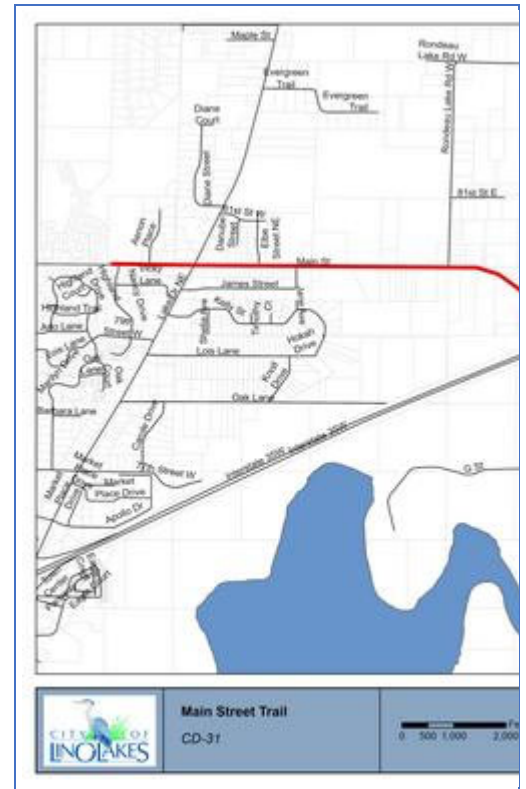
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$0	\$0	\$0	\$0	\$1,861,500	\$1,861,500
Total	\$0	\$0	\$0	\$0	\$1,861,500	\$1,861,500

Capital Improvement Project 2024 through 2028

PROJECT # CD-31

PROJECT NAME: Main Street Trail

Project Year:	2026
Department:	Parks
Program:	Community Development
Project Type:	Trail
Useful Life (Years):	25
Contact Person:	Community Development Director



Project Description:

Extend Bituminous Trail along Main Street from Lino Lakes Elementary to 35W crossing

Project Justification:

Expansion of regional trail system in accordance with City and County Comprehensive Trail Plans.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Anoka County	\$0	\$0	\$200,000	\$0	\$0	\$200,000
Dedicated Parks Fund (405)	\$0	\$0	\$200,000	\$0	\$0	\$200,000
Other	\$0	\$0	\$1,600,000	\$0	\$0	\$1,600,000
Total	\$0	\$0	\$2,000,000	\$0	\$0	\$2,000,000

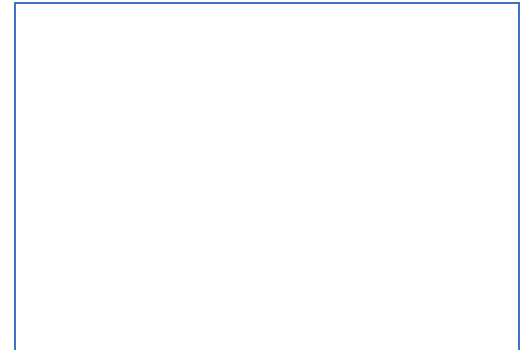
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$0	\$0	\$2,000,000	\$0	\$0	\$2,000,000
Total	\$0	\$0	\$2,000,000	\$0	\$0	\$2,000,000

Capital Improvement Project 2024 through 2028

PROJECT # CD-121

PROJECT NAME: 2024 Sanitary Sewer Lining Project

Project Year:	2024
Department:	Sewer
Program:	Community Development
Project Type:	Utility Rehab
Useful Life (Years):	20
Contact Person:	Community Development Director



Project Description:

Line Sanitary Sewer main lines and manholes to reduce inflow and infiltration into the system.

Project Justification:

Seepage of ground water into sanitary sewer system increases discharge to Met Council system resulting in higher sewer charges and need for additional capacity downstream.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Sewer Fund (602)	\$75,000	\$0	\$0	\$0	\$0	\$75,000
Total	\$75,000	\$0	\$0	\$0	\$0	\$75,000

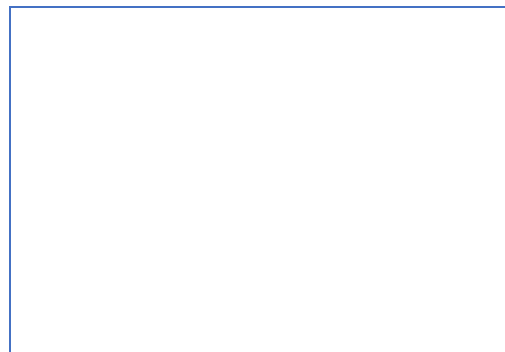
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$75,000	\$0	\$0	\$0	\$0	\$75,000
Total	\$75,000	\$0	\$0	\$0	\$0	\$75,000

Capital Improvement Project 2024 through 2028

PROJECT # CD-116

PROJECT NAME: 2024 Surface Water Management Project

Project Year:	2024
Department:	Storm Water
Program:	Community Development
Project Type:	Utility Rehab
Useful Life (Years):	20
Contact Person:	Community Development Director



Project Description:

Annual storm pond, pipe, and outlet cleaning and maintenance

Project Justification:

Maintenance of storm facilities to meet rate and water quality requirements

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Storm Water Fund (603)	\$220,000	\$0	\$0	\$0	\$0	\$220,000
Total	\$220,000	\$0	\$0	\$0	\$0	\$220,000

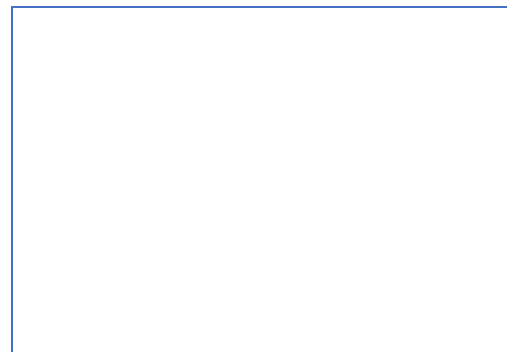
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$220,000	\$0	\$0	\$0	\$0	\$220,000
Total	\$220,000	\$0	\$0	\$0	\$0	\$220,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-169

PROJECT NAME: Lift Station #8 - Pumps

Project Year:	2024
Department:	Sewer
Program:	Citywide
Project Type:	Utility Rehab
Useful Life (Years):	20
Contact Person:	Public Services Director



Project Description:

Replacement of Lift Station #8 Pumps and mixer
 2 pumps X \$11,000 = \$22,000
 Mixer \$6,200
 Total = \$28,200

Project Justification:

After 20 years, pumps lose their dependability, and to keep up with the increased flow to the station, a larger horsepower pump will be needed.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Sewer Fund (602)	\$28,200	\$0	\$0	\$0	\$0	\$28,200
Total	\$28,200	\$0	\$0	\$0	\$0	\$28,200

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Small Tools/Equipment	\$28,200	\$0	\$0	\$0	\$0	\$28,200
Total	\$28,200	\$0	\$0	\$0	\$0	\$28,200

Capital Improvement Project 2024 through 2028

PROJECT # CD-122

PROJECT NAME: 2025 Sanitary Sewer Lining Project

Project Year:	2025
Department:	Sewer
Program:	Community Development
Project Type:	Utility Rehab
Useful Life (Years):	20
Contact Person:	Community Development Director



Project Description:

Line Sanitary Sewer main lines from Birch/West Shadow to Ware Road Lift Station

Project Justification:

Seepage of ground water into sanitary sewer system increases discharge to Met Council system resulting in higher sewer charges and need for additional capacity downstream. This is a main trunk line with high flows and requires bypass pumping.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Sewer Fund (602)	\$0	\$700,000	\$0	\$0	\$0	\$700,000
Total	\$0	\$700,000	\$0	\$0	\$0	\$700,000

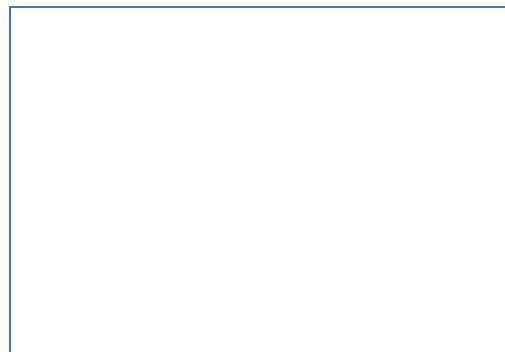
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$0	\$700,000	\$0	\$0	\$0	\$700,000
Total	\$0	\$700,000	\$0	\$0	\$0	\$700,000

Capital Improvement Project 2024 through 2028

PROJECT # CD-117

PROJECT NAME: 2025 Surface Water Management Project

Project Year:	2025
Department:	Storm Water
Program:	Community Development
Project Type:	Utility Rehab
Useful Life (Years):	20
Contact Person:	Community Development Director



Project Description:

Annual storm pond, pipe, and outlet cleaning and maintenance

Project Justification:

Maintenance of storm facilities to meet rate and water quality requirements

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Storm Water Fund (603)	\$0	\$220,000	\$0	\$0	\$0	\$220,000
Total	\$0	\$220,000	\$0	\$0	\$0	\$220,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$0	\$220,000	\$0	\$0	\$0	\$220,000
Total	\$0	\$220,000	\$0	\$0	\$0	\$220,000

Capital Improvement Project 2024 through 2028

PROJECT # CD-48

PROJECT NAME: Well #2 Pumphouse Revisions

Project Year:	2025
Department:	Water
Program:	Community Development
Project Type:	Utility Rehab
Useful Life (Years):	50
Contact Person:	Community Development Director



Project Description:

Well No. 2 refurbish well and add chemical treatment rooms if well is kept in service. Well may be capped to allow for construction of Well No. 7.

Project Justification:

Well No. 2 is aging and does not have separated chemical rooms.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Water Fund (601)	\$0	\$650,000	\$0	\$0	\$0	\$650,000
Total	\$0	\$650,000	\$0	\$0	\$0	\$650,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$0	\$650,000	\$0	\$0	\$0	\$650,000
Total	\$0	\$650,000	\$0	\$0	\$0	\$650,000

Capital Improvement Project 2024 through 2028

PROJECT # CD-128

PROJECT NAME: Well #3 Pumphouse Revisions

Project Year:	2025
Department:	Water
Program:	Community Development
Project Type:	Utility Rehab
Useful Life (Years):	25
Contact Person:	Community Development Director



Project Description:

Upgrade of well house to meet current requirements. Includes roofing, electrical and mechanical revisions.

Project Justification:

Building is nearing 50 years old and in need of updates.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Water Fund (601)	\$0	\$350,000	\$0	\$0	\$0	\$350,000
Total	\$0	\$350,000	\$0	\$0	\$0	\$350,000

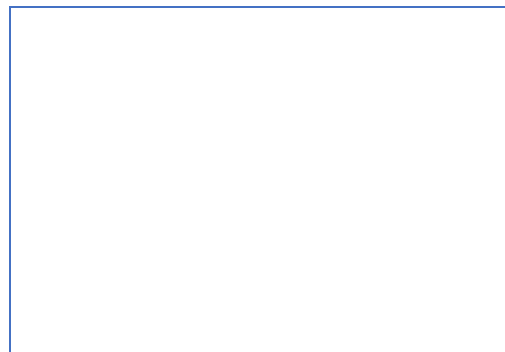
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$0	\$350,000	\$0	\$0	\$0	\$350,000
Total	\$0	\$350,000	\$0	\$0	\$0	\$350,000

Capital Improvement Project 2024 through 2028

PROJECT # CD-123

PROJECT NAME: 2026 Sanitary Sewer Lining Project

Project Year:	2026
Department:	Sewer
Program:	Community Development
Project Type:	Utility Rehab
Useful Life (Years):	20
Contact Person:	Community Development Director



Project Description:

Line Sanitary Sewer main lines and manholes to reduce inflow and infiltration into the system.

Project Justification:

Seepage of ground water into sanitary sewer system increases discharge to Met Council system resulting in higher sewer charges and need for additional capacity downstream.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Sewer Fund (602)	\$0	\$0	\$75,000	\$0	\$0	\$75,000
Total	\$0	\$0	\$75,000	\$0	\$0	\$75,000

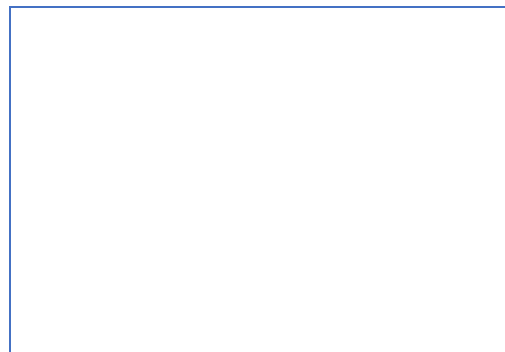
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$0	\$0	\$75,000	\$0	\$0	\$75,000
Total	\$0	\$0	\$75,000	\$0	\$0	\$75,000

Capital Improvement Project 2024 through 2028

PROJECT # CD-119

PROJECT NAME: 2026 Surface Water Management Project

Project Year:	2026
Department:	Storm Water
Program:	Community Development
Project Type:	Utility Rehab
Useful Life (Years):	20
Contact Person:	Community Development Director



Project Description:

Annual storm pond, pipe, and outlet cleaning and maintenance

Project Justification:

Maintenance of storm facilities to meet rate and water quality requirements

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Storm Water Fund (603)	\$0	\$0	\$220,000	\$0	\$0	\$220,000
Storm Water Fund (603)	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$0	\$0	\$220,000	\$0	\$0	\$220,000

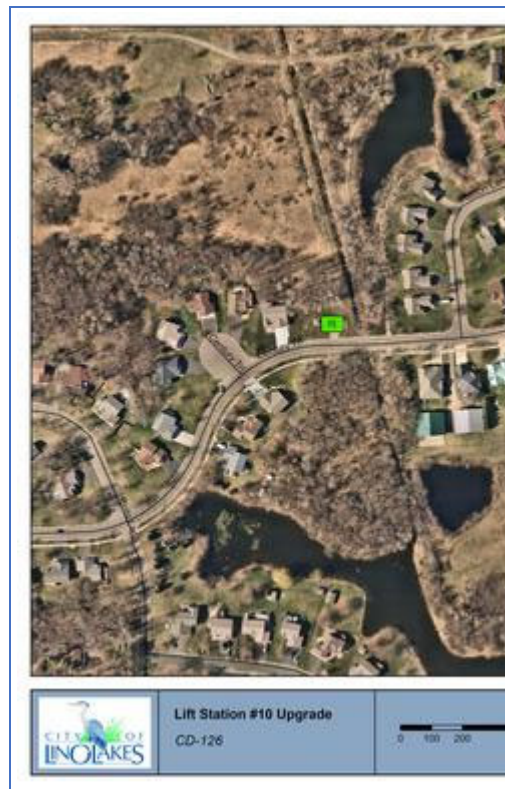
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$0	\$0	\$220,000	\$0	\$0	\$220,000
Total	\$0	\$0	\$220,000	\$0	\$0	\$220,000

Capital Improvement Project 2024 through 2028

PROJECT # CD-126

PROJECT NAME: Lift Station #10 Upgrade

Project Year:	2026
Department:	Sewer
Program:	Community Development
Project Type:	Utility Rehab
Useful Life (Years):	50
Contact Person:	Community Development Director



Project Description:

Upgrade Lift Station 10 (Century Trail) - pump addition to list station serving sewer district 2I north of Century Farm North development

Project Justification:

Add additional pump to increase capacity to accommodate new growth in subdistrict

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Area & Unit Trunk Fund (406)	\$0	\$0	\$73,500	\$0	\$0	\$73,500
Total	\$0	\$0	\$73,500	\$0	\$0	\$73,500

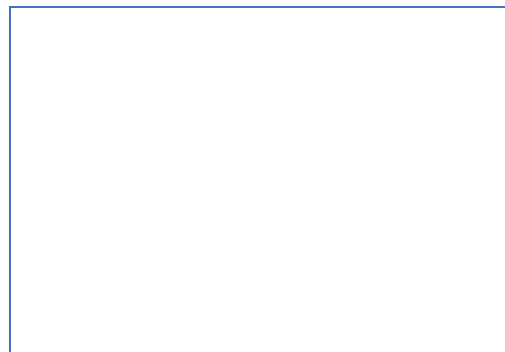
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$0	\$0	\$73,500	\$0	\$0	\$73,500
Total	\$0	\$0	\$73,500	\$0	\$0	\$73,500

Capital Improvement Project 2024 through 2028

PROJECT # CD-186

PROJECT NAME: 2027 Sanitary Sewer Lining Project

Project Year:	2027
Department:	Sewer
Program:	Community Development
Project Type:	Utility Rehab
Useful Life (Years):	20
Contact Person:	Community Development Director



Project Description:

Line Sanitary Sewer main lines and manholes to reduce inflow and infiltration into the system.

Project Justification:

Seepage of ground water into sanitary sewer system increases discharge to Met Council system resulting in higher sewer charges and need for additional capacity downstream.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Sewer Fund (602)	\$0	\$0	\$0	\$100,000	\$0	\$100,000
Total	\$0	\$0	\$0	\$100,000	\$0	\$100,000

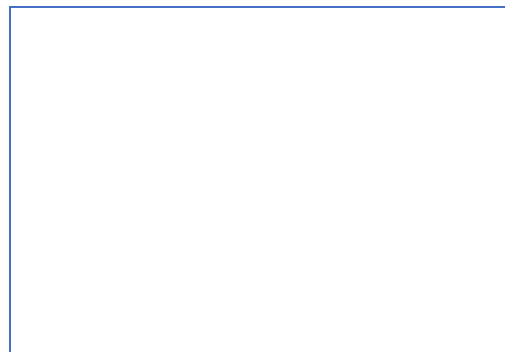
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$0	\$0	\$0	\$100,000	\$0	\$100,000
Total	\$0	\$0	\$0	\$100,000	\$0	\$100,000

Capital Improvement Project 2024 through 2028

PROJECT # CD-118

PROJECT NAME: 2027 Surface Water Management Project

Project Year:	2027
Department:	Storm Water
Program:	Community Development
Project Type:	Utility Rehab
Useful Life (Years):	20
Contact Person:	Community Development Director



Project Description:

Annual storm pond, pipe, and outlet cleaning and maintenance

Project Justification:

Maintenance of storm facilities to meet rate and water quality requirements

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Storm Water Fund (603)	\$0	\$0	\$0	\$220,000	\$0	\$220,000
Total	\$0	\$0	\$0	\$220,000	\$0	\$220,000

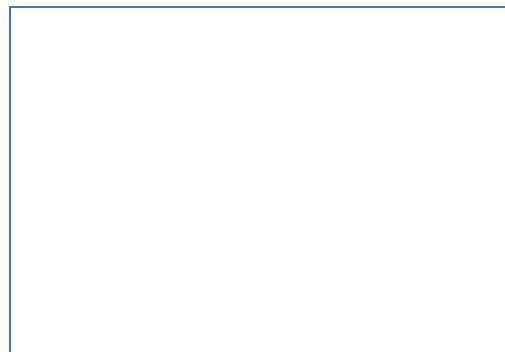
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$0	\$0	\$0	\$220,000	\$0	\$220,000
Total	\$0	\$0	\$0	\$220,000	\$0	\$220,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-177

PROJECT NAME: Lift Station #9 - Pumps

Project Year:	2027
Department:	Sewer
Program:	Citywide
Project Type:	Utility Rehab
Useful Life (Years):	25
Contact Person:	Public Services Director



Project Description:

Replacement of Lift Station #9 Pumps
2pumps X \$6,500 = \$13,000

Project Justification:

Pumps become old and unreliable. Cheaper to replace than to repair.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Sewer Fund (602)	\$0	\$0	\$0	\$13,000	\$0	\$13,000
Total	\$0	\$0	\$0	\$13,000	\$0	\$13,000

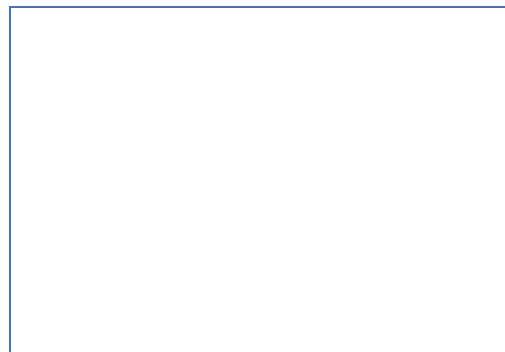
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Small Tools/Equipment	\$0	\$0	\$0	\$13,000	\$0	\$13,000
Total	\$0	\$0	\$0	\$13,000	\$0	\$13,000

Capital Improvement Project 2024 through 2028

PROJECT # CD-338

PROJECT NAME: 2028 Sanitary Sewer Lining Project

Project Year:	2028
Department:	Sewer
Program:	Community Development
Project Type:	Utility Rehab
Useful Life (Years):	30
Contact Person:	Community Development Director



Project Description:

Line Sanitary Sewer main lines and manholes to reduce inflow and infiltration into the system.

Project Justification:

Seepage of ground water into sanitary sewer system increases discharge to Met Council system resulting in higher sewer charges and need for additional capacity downstream.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Sewer Fund (602)	\$0	\$0	\$0	\$0	\$75,000	\$75,000
Total	\$0	\$0	\$0	\$0	\$75,000	\$75,000

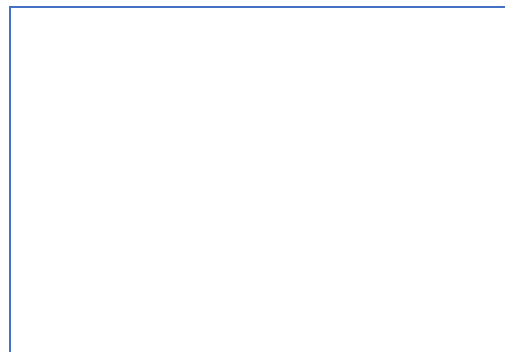
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$0	\$0	\$0	\$0	\$75,000	\$75,000
Total	\$0	\$0	\$0	\$0	\$75,000	\$75,000

Capital Improvement Project 2024 through 2028

PROJECT # CD-337

PROJECT NAME: 2028 Surface Water Management Project

Project Year:	2028
Department:	Storm Water
Program:	Community Development
Project Type:	Utility Rehab
Useful Life (Years):	30
Contact Person:	



Project Description:

Annual storm pond, pipe, and outlet cleaning and maintenance

Project Justification:

Maintenance of storm facilities to meet rate and water quality requirement

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Storm Water Fund (603)	\$0	\$0	\$0	\$0	\$230,000	\$230,000
Total	\$0	\$0	\$0	\$0	\$230,000	\$230,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$0	\$0	\$0	\$0	\$230,000	\$230,000
Total	\$0	\$0	\$0	\$0	\$230,000	\$230,000

Capital Improvement Project 2024 through 2028

PROJECT # CD-335

PROJECT NAME: Well No. 5 Rehab

Project Year:	2028
Department:	Streets
Program:	Community Development
Project Type:	Utility Rehab
Useful Life (Years):	50
Contact Person:	Community Development Director



Project Description:

Replace roof and mechanical equipment

Project Justification:

Building was constructed in 2005 and nearing 25 years of age. Maintenance is required to maintain operational functionality of building.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Water Fund (601)	\$0	\$0	\$0	\$0	\$100,000	\$100,000
Total	\$0	\$0	\$0	\$0	\$100,000	\$100,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$0	\$0	\$0	\$0	\$100,000	\$100,000
Total	\$0	\$0	\$0	\$0	\$100,000	\$100,000

Capital Improvement Project 2024 through 2028

PROJECT # CD-188

PROJECT NAME: NE Area Regional Storm Improvements

Project Year:	2024
Department:	Storm Water
Program:	Community Development
Project Type:	Utility Trunk
Useful Life (Years):	50
Contact Person:	Community Development Director



Project Description:

Construct trunk storm water conveyance from Otter Lake Road to 35E Pipe Crossing.

Project Justification:

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Surface Water Management Fund (422)	\$1,000,000	\$0	\$0	\$0	\$0	\$1,000,000
Total	\$1,000,000	\$0	\$0	\$0	\$0	\$1,000,000

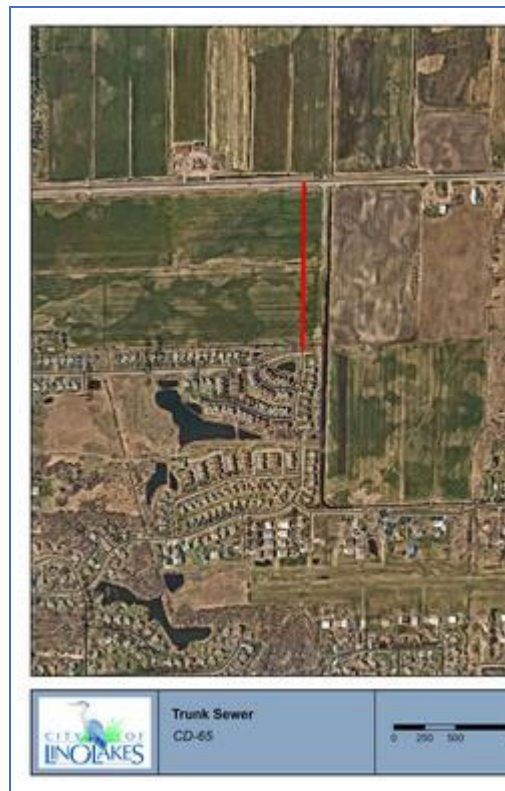
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$1,000,000	\$0	\$0	\$0	\$0	\$1,000,000
Total	\$1,000,000	\$0	\$0	\$0	\$0	\$1,000,000

Capital Improvement Project 2024 through 2028

PROJECT # CD-65

PROJECT NAME: Trunk Sewer

Project Year:	2024
Department:	Sewer
Program:	Community Development
Project Type:	Utility Trunk
Useful Life (Years):	50
Contact Person:	Community Development Director



Project Description:

Century Farm North SD 2I. Extension of sanitary sewer north of Robinson Drive to service sod farms. Improvements will be developer installed. Trunk Utility charges will be credited for oversizing and overdepth.

Project Justification:

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Area & Unit Trunk Fund (406)	\$250,000	\$0	\$0	\$0	\$0	\$250,000
Other	\$800,000	\$0	\$0	\$0	\$0	\$800,000
Total	\$1,050,000	\$0	\$0	\$0	\$0	\$1,050,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$1,050,000	\$0	\$0	\$0	\$0	\$1,050,000
Total	\$1,050,000	\$0	\$0	\$0	\$0	\$1,050,000

Capital Improvement Project 2024 through 2028

PROJECT # CD-74

PROJECT NAME: Well #7

Project Year:	2024
Department:	Water
Program:	Community Development
Project Type:	Utility Trunk
Useful Life (Years):	50
Contact Person:	Community Development Director



Project Description:

Construction of Well No. 7 and Pumphouse to provide additional water production. Preliminary Well site is proposed to be located adjacent to Rice Creek Elementary on property currently owned by Anoka County. Construction of WTP may warrant additional well location search.

Project Justification:

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Area & Unit Trunk Fund (406)	\$650,000	\$0	\$0	\$0	\$0	\$650,000
Total	\$650,000	\$0	\$0	\$0	\$0	\$650,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$650,000	\$0	\$0	\$0	\$0	\$650,000
Total	\$650,000	\$0	\$0	\$0	\$0	\$650,000

Capital Improvement Project 2024 through 2028

PROJECT # CD-201

PROJECT NAME: Wetland Bank #3

Project Year:	2024
Department:	Storm Water
Program:	Community Development
Project Type:	Utility Trunk
Useful Life (Years):	30
Contact Person:	Community Development Director



Project Description:

Land acquisition and Construction

Project Justification:

Establish wetland bank for preservation of open space, credit sale and use on City projects. Credit sales used to offset project costs as part of Natural Resource Revolving Fund. Also serves as stormwater/flood mitigation retention area for NE Drainage Area

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Surface Water Management Fund (422)	\$3,326,000	\$97,500	\$161,000	\$161,000	\$150,000	\$3,895,500
Total	\$3,326,000	\$97,500	\$161,000	\$161,000	\$150,000	\$3,895,500

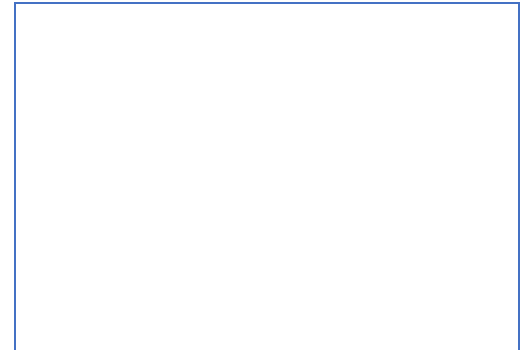
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$3,326,000	\$97,500	\$161,000	\$161,000	\$150,000	\$3,895,500
Total	\$3,326,000	\$97,500	\$161,000	\$161,000	\$150,000	\$3,895,500

Capital Improvement Project 2024 through 2028

PROJECT # CD-202

PROJECT NAME: 2025 Surface Water Quality Improvement Project

Project Year:	2025
Department:	Storm Water
Program:	Community Development
Project Type:	Utility Trunk
Useful Life (Years):	25
Contact Person:	Community Development Director



Project Description:

Planned Water Quality Improvement Project. Project designed to address impaired waters phosphorus load reductions in a designated subwatershed

Project Justification:

City is required under it's MS4 permit to reducing pollutant loading in impaired waters by reducing Total Maximum Daily Load (TMDL) limits.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Surface Water Management Fund (422)	\$0	\$100,000	\$0	\$0	\$0	\$100,000
Total	\$0	\$100,000	\$0	\$0	\$0	\$100,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$0	\$100,000	\$0	\$0	\$0	\$100,000
Total	\$0	\$100,000	\$0	\$0	\$0	\$100,000

Capital Improvement Project 2024 through 2028

PROJECT # CD-127

PROJECT NAME: Sewer District 3H Trunk Improvements

Project Year:	2025
Department:	Sewer
Program:	Community Development
Project Type:	Utility Trunk
Useful Life (Years):	50
Contact Person:	Community Development Director



Project Description:

Construction of Lift Station and forecmain to serve sewer subdistrict 3H (west of 20th Avenue). Liebel and Salo properties located in utility staging areas 1A and 1B.

Project Justification:

Property is guided for sewer residential growth in utility staging area 1A and 1B (2020-2030).

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Area & Unit Trunk Fund (406)	\$0	\$184,000	\$0	\$0	\$0	\$184,000
Assessments	\$0	\$184,000	\$0	\$0	\$0	\$184,000
Total	\$0	\$368,000	\$0	\$0	\$0	\$368,000

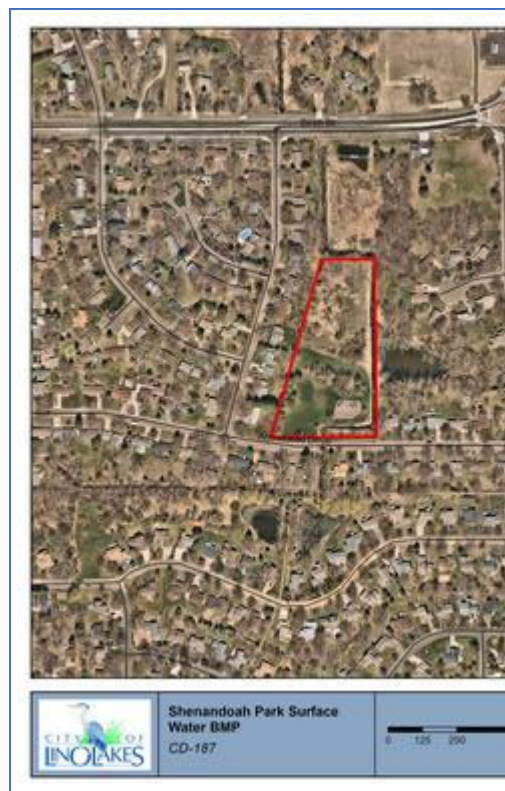
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$0	\$368,000	\$0	\$0	\$0	\$368,000
Total	\$0	\$368,000	\$0	\$0	\$0	\$368,000

Capital Improvement Project 2024 through 2028

PROJECT # CD-187

PROJECT NAME: Shenandoah Park Surface Water BMP

Project Year:	2025
Department:	Storm Water
Program:	Community Development
Project Type:	Utility Trunk
Useful Life (Years):	25
Contact Person:	Community Development Director



Project Description:

Construct storm water Best Management Project at Shenandoah Park per 2022 Feasibility Study. 50% cost share with RCWD.

Project Justification:

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Other	\$0	\$200,000	\$0	\$0	\$0	\$200,000
Surface Water Management Fund (422)	\$0	\$200,000	\$0	\$0	\$0	\$200,000
Total	\$0	\$400,000	\$0	\$0	\$0	\$400,000

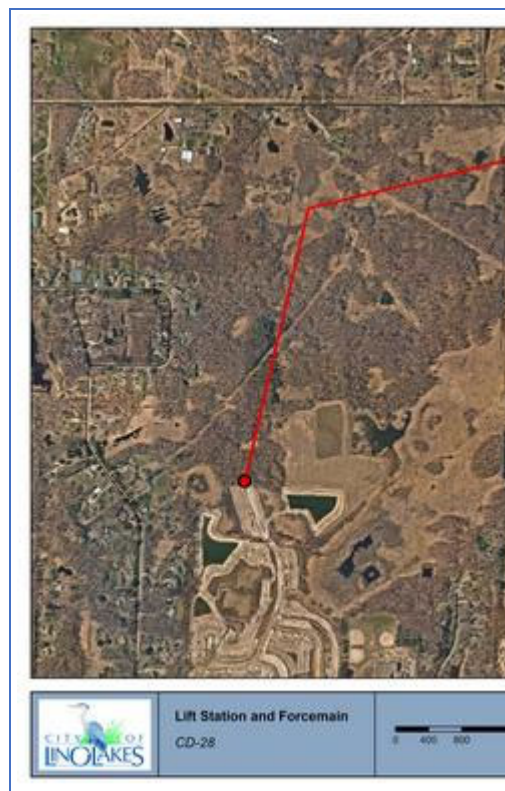
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$0	\$400,000	\$0	\$0	\$0	\$400,000
Total	\$0	\$400,000	\$0	\$0	\$0	\$400,000

Capital Improvement Project 2024 through 2028

PROJECT # CD-28

PROJECT NAME: Lift Station and Forcemain

Project Year:	2026
Department:	Sewer
Program:	Community Development
Project Type:	Utility Trunk
Useful Life (Years):	50
Contact Person:	Community Development Director



Project Description:

Haywood Drive LS and Forcemain for Sewer District 2K (Maple Street)

Project Justification:

Provide sanitary sewer to small lot area with failing subsurface sewage treatment systems

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Area & Unit Trunk Fund (406)	\$0	\$0	\$315,000	\$0	\$0	\$315,000
Total	\$0	\$0	\$315,000	\$0	\$0	\$315,000

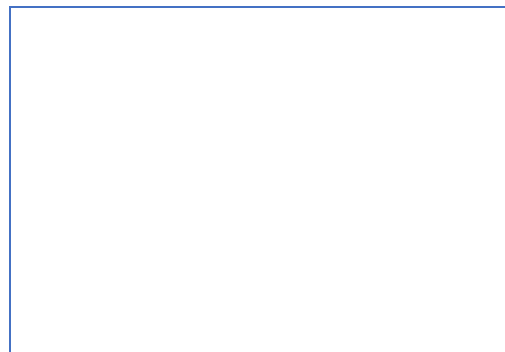
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$0	\$0	\$315,000	\$0	\$0	\$315,000
Total	\$0	\$0	\$315,000	\$0	\$0	\$315,000

Capital Improvement Project 2024 through 2028

PROJECT # CD-125

PROJECT NAME: Well #7 Raw Watermain to Water Treatment Plant

Project Year:	2026
Department:	Water
Program:	Community Development
Project Type:	Utility Trunk
Useful Life (Years):	50
Contact Person:	Community Development Director



Project Description:

Construct a raw water main to water treatment plant

Project Justification:

Need to connect additional production to treatment plant to meet water supply demand.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Area & Unit Trunk Fund (406)	\$0	\$0	\$300,000	\$0	\$0	\$300,000
Total	\$0	\$0	\$300,000	\$0	\$0	\$300,000

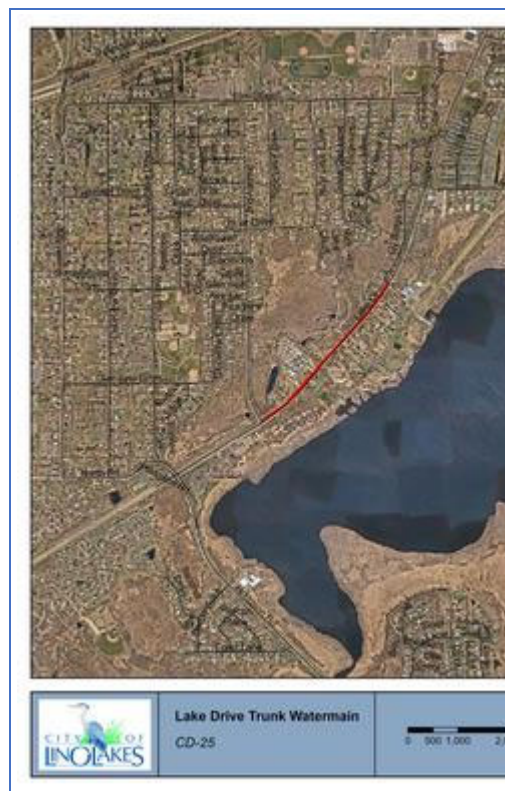
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$0	\$0	\$300,000	\$0	\$0	\$300,000
Total	\$0	\$0	\$300,000	\$0	\$0	\$300,000

Capital Improvement Project 2024 through 2028

PROJECT # CD-25

PROJECT NAME: Lake Drive Trunk Watermain

Project Year:	2027
Department:	Water
Program:	Community Development
Project Type:	Utility Trunk
Useful Life (Years):	50
Contact Person:	Community Development Director



Project Description:

Phase 3 - 2nd Ave to Ivy Ridge

Project Justification:

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Area & Unit Trunk Fund (406)	\$0	\$0	\$0	\$627,000	\$0	\$627,000
Total	\$0	\$0	\$0	\$627,000	\$0	\$627,000

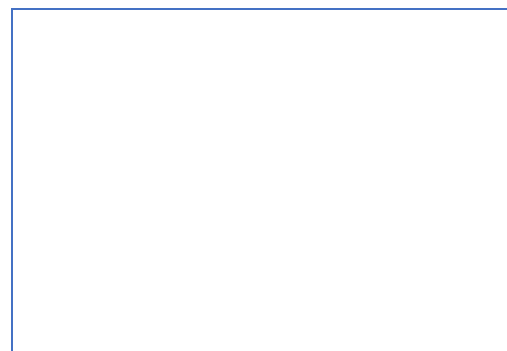
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$0	\$0	\$0	\$627,000	\$0	\$627,000
Total	\$0	\$0	\$0	\$627,000	\$0	\$627,000

Capital Improvement Project 2024 through 2028

PROJECT # CD-185

PROJECT NAME: West Side Relief Sewer to Lakeview Dr and sewer districts 2E, 2F, 2I, 2J

Project Year:	2027
Department:	Utilities
Program:	Community Development
Project Type:	Utility Trunk
Useful Life (Years):	50
Contact Person:	Community Development Director



Project Description:

Provides sewer service to Lakeview Drive and new trunk capacity for sewer districts north 35w and west of 4th Avenue.

Project Justification:

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Area & Unit Trunk Fund (406)	\$0	\$0	\$0	\$3,760,000	\$0	\$3,760,000
Total	\$0	\$0	\$0	\$3,760,000	\$0	\$3,760,000

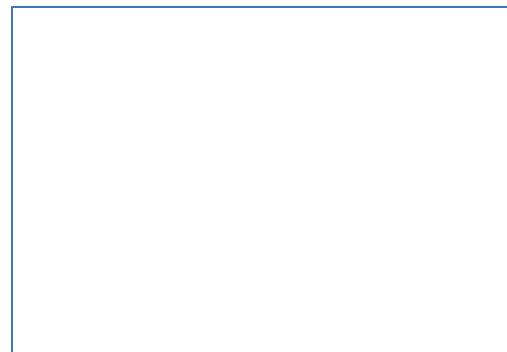
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$0	\$0	\$0	\$3,760,000	\$0	\$3,760,000
Total	\$0	\$0	\$0	\$3,760,000	\$0	\$3,760,000

Capital Improvement Project 2024 through 2028

PROJECT # CD-203

PROJECT NAME: 2028 Surface Water Quality Improvement Project

Project Year:	2028
Department:	Storm Water
Program:	Community Development
Project Type:	Utility Trunk
Useful Life (Years):	25
Contact Person:	Community Development Director



Project Description:

Installation of Water Quality BMP's to reduce contaminants entering public waters

Project Justification:

City is required under MS4 permit to meeting TMDL loading restrictions.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Surface Water Management Fund (422)	\$0	\$0	\$0	\$0	\$100,000	\$100,000
Total	\$0	\$0	\$0	\$0	\$100,000	\$100,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$0	\$0	\$0	\$0	\$100,000	\$100,000
Total	\$0	\$0	\$0	\$0	\$100,000	\$100,000

Capital Improvement Project 2024 through 2028

PROJECT # CD-340

PROJECT NAME: Main Street Trunk Water Connection

Project Year:	2028
Department:	Utilities
Program:	Community Development
Project Type:	Utility Trunk
Useful Life (Years):	50
Contact Person:	Community Development Director



Project Description:

Trunk watermain extension to complete northern water loop. Project involves extension of 16" watermain from Robinson Dr/4th Avenue to Woodduck/Main Street

Project Justification:

The northern trunk water main is necessary to provide a looped system to support adequate water supply and pressure.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Area & Unit Trunk Fund (406)	\$0	\$0	\$0	\$0	\$1,000,000	\$1,000,000
Total	\$0	\$0	\$0	\$0	\$1,000,000	\$1,000,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Infrastructure	\$0	\$0	\$0	\$0	\$1,000,000	\$1,000,000
Total	\$0	\$0	\$0	\$0	\$1,000,000	\$1,000,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-66

PROJECT NAME: #301 Unmarked Admin Vehicle

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



Project Description:

2016 Ford Explorer

Project Justification:

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

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

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

Capital Improvement Project 2024 through 2028

PROJECT # CW-36

PROJECT NAME: #304 Marked Patrol Vehicle

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



Project Description:

2016 Ford Explorer

Project Justification:

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

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

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

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

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

Capital Improvement Project 2024 through 2028

PROJECT # CW-38

PROJECT NAME: #315 Marked Patrol Vehicle

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



Project Description:

2020 Ford Explorer

Project Justification:

Police vehicle 315 would be rotated into the Fire Division to replace Fire vehicle 619 which is 2013 Ford SUV with 76,200 miles. See City Mechanics memo for further details.

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

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

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

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

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

Capital Improvement Project 2024 through 2028

PROJECT # CW-39

PROJECT NAME: #316 Marked Patrol Vehicle

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



Project Description:

2020 Ford Explorer

Project Justification:

Police Vehicle 316 will be rotated to Fire Division to replace vehicle 600. Vehicle 600 is 2015 Ford SUV with 102,145 miles. See City Mechanic's memo for further details. The \$70,000 budgeted amount includes \$2,000 to transition 316 to Fire Division.

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

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

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

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

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

Capital Improvement Project 2024 through 2028

PROJECT # CW-68

PROJECT NAME: #398 Unmarked Admin Vehicle

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



Project Description:

2015 Ford Explorer

Project Justification:

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

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

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

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

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

Capital Improvement Project 2024 through 2028

PROJECT # CW-63

PROJECT NAME: #403 Truck

Project Year:	2024
Department:	Fleet
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	9
Contact Person:	Public Services Director



Project Description:

2011 GMC Sierra 3500 with dump box to be replaced.

Project Justification:

Truck #403 is a 1-ton dump box truck used by the parks department in the maintenance of parks, trails, and snow removal. 59,500 miles have been put on the truck as of 6/2023. The truck is showing signs of rust in the box and cab corners. The recommended replacement is a similar truck with similar capabilities. Truck #403 is recommended to be replaced in 2024, following the capital asset policy.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$103,000	\$0	\$0	\$0	\$0	\$103,000
Total	\$103,000	\$0	\$0	\$0	\$0	\$103,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$103,000	\$0	\$0	\$0	\$0	\$103,000
Total	\$103,000	\$0	\$0	\$0	\$0	\$103,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-132

PROJECT NAME: #503 Truck

Project Year:	2024
Department:	Utilities
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	9
Contact Person:	Public Services Director



Project Description:

2015 Ford F250 4X4 Reg Cab SS SRW to be replaced with a F250 Crew Cab Diesel with plow, toolbox, and running boards.

Project Justification:

Truck #503, purchased in 2015, is a utilities vehicle. This vehicle is assigned to one employee in the utilities department as their primary vehicle. The truck is used in the daily operations of the utilities department for station checks, locates, water shut-offs, hauling large equipment, and snow removal tasks, mostly plowing cul-de-sacs and utility lots. The mileage is 90,000 as of 6/2023 and is not the right truck for utilities operations. An F-250 four-door diesel is suggested as a replacement since it is appropriate for the operations and rigorous use these trucks see. Having trouble starting, truck #503 is beginning to need repairs like alignments and tie rods. On the basis of wear and tear, capital asset policy, and vehicle purpose, vehicle replacement is advised.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Sewer Fund (602)	\$37,500	\$0	\$0	\$0	\$0	\$37,500
Water Fund (601)	\$37,500	\$0	\$0	\$0	\$0	\$37,500
Total	\$75,000	\$0	\$0	\$0	\$0	\$75,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$75,000	\$0	\$0	\$0	\$0	\$75,000
Total	\$75,000	\$0	\$0	\$0	\$0	\$75,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-81

PROJECT NAME: #525 Utilities Truck with Crane

Project Year:	2024
Department:	Utilities
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	13
Contact Person:	Public Services Director



Project Description:

2004 F-450 Truck with Crane to be replaced with a truck with a greater lifting capacity.

Project Justification:

Truck #525 is a 2004 F-450 with a utility body and crane for the maintenance of lift station pumps. All the tools and specialized equipment required to repair hydrants, valves, lift station pumps, and air relief pits are stored in this vehicle. The mileage is 25,000 as of 6/2023. Although the miles on the truck are lower, the usage of the vehicles is primarily at high idle while in park to run the crane hydraulics and boom. With that the hours on the truck are considerably higher than 25,000 miles worth of usage.

During the growth over the last 20 years, the size of pumps has increased, and this truck is at the limit of its capabilities. Based on the truck's capabilities and the capital asset policy, replacement is advised. To meet the weight and requirements of the repair of the sewer pumps, the replacement truck will need to have a bigger crane and chassis.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Sewer Fund (602)	\$75,000	\$0	\$0	\$0	\$0	\$75,000
Water Fund (601)	\$75,000	\$0	\$0	\$0	\$0	\$75,000
Total	\$150,000	\$0	\$0	\$0	\$0	\$150,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$150,000	\$0	\$0	\$0	\$0	\$150,000
Total	\$150,000	\$0	\$0	\$0	\$0	\$150,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-77

PROJECT NAME: #NEW Plow Truck

Project Year:	2024
Department:	Fleet
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	13
Contact Person:	Public Services Director



Project Description:

Purchase a new plow truck to create an additional snowplow route to clear all city streets.

Project Justification:

City lane miles have increased. An additional plow truck needs to be added to the fleet in order to quickly finish the process of making city roadways safe following a snow occurrence. Increased plowing times and more lane miles of road have made it necessary to expand the fleet of plow trucks. Last addition to the plow fleet was in 2006.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$318,000	\$0	\$0	\$0	\$0	\$318,000
Total	\$318,000	\$0	\$0	\$0	\$0	\$318,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$318,000	\$0	\$0	\$0	\$0	\$318,000
Total	\$318,000	\$0	\$0	\$0	\$0	\$318,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-5

PROJECT NAME: #239 Bucket Truck

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



Project Description:

1993 Ford L8000 Bucket Truck

Project Justification:

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

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

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

Capital Improvement Project 2024 through 2028

PROJECT # CW-137

PROJECT NAME: #259 Truck

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



Project Description:

2016 GMC Sierra 4WD Reg Cab

Project Justification:

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

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

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

Capital Improvement Project 2024 through 2028

PROJECT # CW-69

PROJECT NAME: #306 Investigation Vehicle

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



Project Description:

2017 Ford Fusion

Project Justification:

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

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

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

Capital Improvement Project 2024 through 2028

PROJECT # CW-70

PROJECT NAME: #307 Investigation Vehicle

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



Project Description:

2017 Ford Fusion

Project Justification:

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

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

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

Capital Improvement Project 2024 through 2028

PROJECT # CW-8

PROJECT NAME: #308 CSO Vehicle

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



Project Description:

2018 GMC Sierra Crew

Project Justification:

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

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

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

Capital Improvement Project 2024 through 2028

PROJECT # CW-33

PROJECT NAME: #311 Investigation Vehicle

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



Project Description:

2017 Jeep Cherokee

Project Justification:

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

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

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

Capital Improvement Project 2024 through 2028

PROJECT # CW-37

PROJECT NAME: #314 Marked Patrol Vehicle - Canine

Project Year:	2025
Department:	Police
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	5
Contact Person:	Public Safety Director



Project Description:

2020 Ford Explorer

Project Justification:

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

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

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

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$78,000	\$0	\$0	\$0	\$78,000
Total	\$0	\$78,000	\$0	\$0	\$0	\$78,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$78,000	\$0	\$0	\$0	\$78,000
Total	\$0	\$78,000	\$0	\$0	\$0	\$78,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-133

PROJECT NAME: #505 Truck

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



Project Description:

2016 Ford F250 Super Cab

Project Justification:

Truck #505 purchased in 2016 is a utilities vehicle. This vehicle is assigned to one employee in the utilities department as their primary vehicle. The truck is used in the daily operations of the utilities department for station checks, locates, water shut offs, hauling large equipment, and the snow removal operations primarily plowing cul-de-sacs and utilities lots. This vehicle has 82,000 miles on it (12/2022) and is not the right truck for utilities operations. Replacement recommendation is an F-250 four door diesel which fits the operations and heavy usage these trucks receive. Truck #505 is starting to need repairs such as alignments, tie rods, and has had issues starting. Vehicle replacement is recommended based on the capital asset policy, wear and tear, and vehicle purpose.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Sewer Fund (602)	\$0	\$39,000	\$0	\$0	\$0	\$39,000
Water Fund (601)	\$0	\$39,000	\$0	\$0	\$0	\$39,000
Total	\$0	\$78,000	\$0	\$0	\$0	\$78,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$78,000	\$0	\$0	\$0	\$78,000
Total	\$0	\$78,000	\$0	\$0	\$0	\$78,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-136

PROJECT NAME: #NEW Vac/Jetter Combo Truck

Project Year:	2025
Department:	Sewer
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	20
Contact Person:	Public Services Director



Project Description:

New Request- Vac/Jetter Combo Truck

Project Justification:

Equipment to clean 20% of all sewer and storm sewer lines in the city annually.

The current fair rate for contracted cleaning is \$1.12 per foot. In Lino Lakes, there are currently 53 miles of storm sewer lines and over 100 miles of sanitary sewer lines that belong to the city, which are increasing every year.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Sewer Fund (602)	\$0	\$650,000	\$0	\$0	\$0	\$650,000
Total	\$0	\$650,000	\$0	\$0	\$0	\$650,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$650,000	\$0	\$0	\$0	\$650,000
Total	\$0	\$650,000	\$0	\$0	\$0	\$650,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-47

PROJECT NAME: #215 Plow Truck

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



Project Description:

2008 Ford Sterling Dump Truck

Project Justification:

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

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

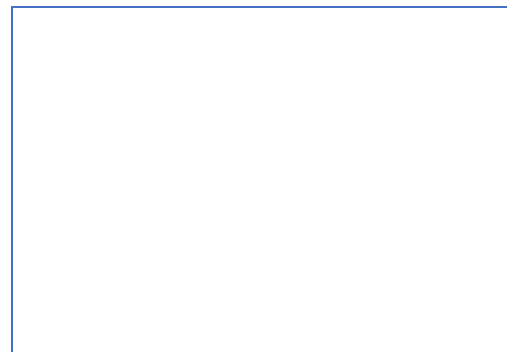
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$345,000	\$0	\$0	\$345,000
Total	\$0	\$0	\$345,000	\$0	\$0	\$345,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-159

PROJECT NAME: #225 Truck

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



Project Description:

2012 Ford F-350 4X4 Pickup

Project Justification:

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

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

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

Capital Improvement Project 2024 through 2028

PROJECT # CW-32

PROJECT NAME: #309 Investigation Vehicle

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



Project Description:

2018 Ford Escape

Project Justification:

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

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

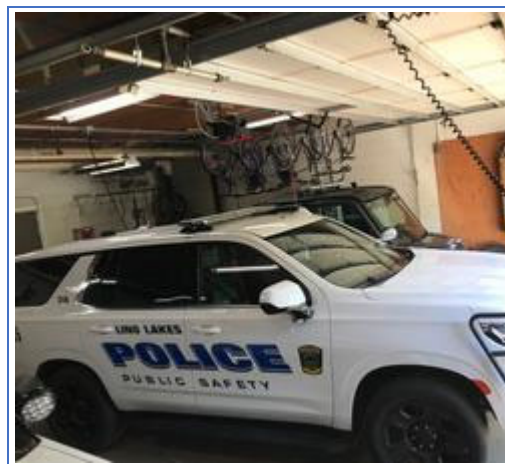
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$60,100	\$0	\$0	\$60,100
Total	\$0	\$0	\$60,100	\$0	\$0	\$60,100

Capital Improvement Project 2024 through 2028

PROJECT # CW-43

PROJECT NAME: #318 Marked Patrol Vehicle

Project Year:	2026
Department:	Police
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	5
Contact Person:	Public Safety Director



Project Description:

Replace Chevy Tahoe patrol #318

Project Justification:

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

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

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

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$74,700	\$0	\$0	\$74,700
Total	\$0	\$0	\$74,700	\$0	\$0	\$74,700

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$74,700	\$0	\$0	\$74,700
Total	\$0	\$0	\$74,700	\$0	\$0	\$74,700

Capital Improvement Project 2024 through 2028

PROJECT # CW-42

PROJECT NAME: #319 Marked Patrol Vehicle

Project Year:	2026
Department:	Police
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	5
Contact Person:	Public Safety Director



Project Description:

Replace 2021 Chevy Tahoe patrol vehicle #319

Project Justification:

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

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

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

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$74,700	\$0	\$0	\$74,700
Total	\$0	\$0	\$74,700	\$0	\$0	\$74,700

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$74,700	\$0	\$0	\$74,700
Total	\$0	\$0	\$74,700	\$0	\$0	\$74,700

Capital Improvement Project 2024 through 2028

PROJECT # CW-44

PROJECT NAME: #320 Marked Patrol Vehicle

Project Year:	2026
Department:	Police
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	5
Contact Person:	Public Safety Director



Project Description:

Replace 2021 Chevy Tahoe patrol vehicle #320

Project Justification:

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

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

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$74,700	\$0	\$0	\$74,700
Total	\$0	\$0	\$74,700	\$0	\$0	\$74,700

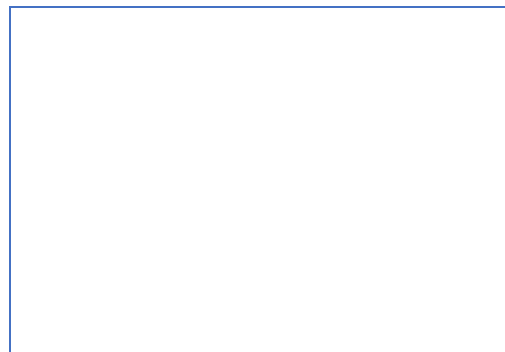
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$74,700	\$0	\$0	\$74,700
Total	\$0	\$0	\$74,700	\$0	\$0	\$74,700

Capital Improvement Project 2024 through 2028

PROJECT # CW-197

PROJECT NAME: #623 Fire Vehicle

Project Year:	2026
Department:	Fire
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	5
Contact Person:	Public Safety Director



Project Description:

2021 Chevy Tahoe

Project Justification:

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$74,700	\$0	\$0	\$74,700
Total	\$0	\$0	\$74,700	\$0	\$0	\$74,700

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$74,700	\$0	\$0	\$74,700
Total	\$0	\$0	\$74,700	\$0	\$0	\$74,700

Capital Improvement Project 2024 through 2028

PROJECT # CW-64

PROJECT NAME: #803 Environmental Vehicle

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



Project Description:

2015 GMC Sierra 4WD Reg Cab Pickup

Project Justification:

Truck #803 is used in the forestry department and has 68,000 miles (12/2022). This truck is primarily used in the transport of staff. Replacement is recommended based on the capital asset policies useful life of the vehicle. Recommended replacement is a light truck, Ranger or Colorado.

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

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

Capital Improvement Project 2024 through 2028

PROJECT # CW-221

PROJECT NAME: #804 Building Inspection Vehicle

Project Year:	2026
Department:	Building Inspections
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	9
Contact Person:	Community Development Director



Project Description:

2017 Ford Interceptor 4 Door

Project Justification:

Vehicle #804 is used in the transportation of inspectors to and from the inspection site. The vehicle has 30,000 miles (12/2022). Replacement is recommended by the capital asset policy based on years in service.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$33,000	\$0	\$0	\$33,000
Total	\$0	\$0	\$33,000	\$0	\$0	\$33,000

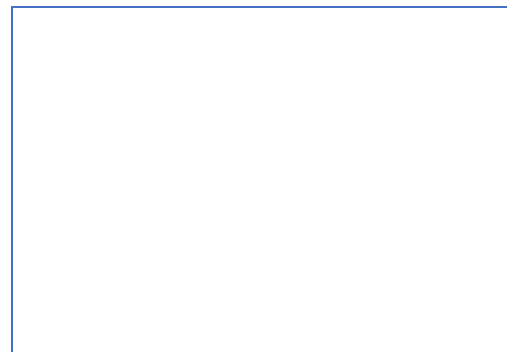
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$33,000	\$0	\$0	\$33,000
Total	\$0	\$0	\$33,000	\$0	\$0	\$33,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-146

PROJECT NAME: #218 Plow Truck

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



Project Description:

2010 Sterling L8500 Single Axle Dump Truck

Project Justification:

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

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

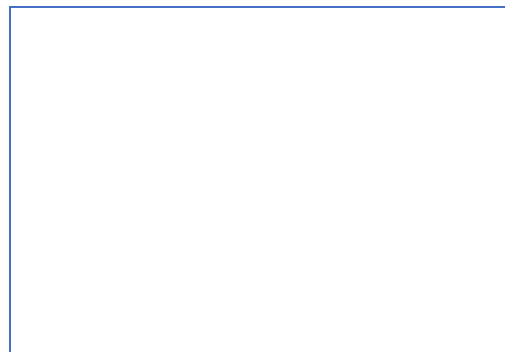
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$358,000	\$0	\$358,000
Total	\$0	\$0	\$0	\$358,000	\$0	\$358,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-160

PROJECT NAME: #255 Truck

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



Project Description:

2015 F350 4X4 Reg Chas Cab DRW

Project Justification:

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

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

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

Capital Improvement Project 2024 through 2028

PROJECT # CW-161

PROJECT NAME: #256 Truck - Asphalt Hotbox

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



Project Description:

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

Project Justification:

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

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

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

Capital Improvement Project 2024 through 2028

PROJECT # CW-164

PROJECT NAME: #263 Truck

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



Project Description:

2017 F550 4X4 with Plow

Project Justification:

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

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

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

Capital Improvement Project 2024 through 2028

PROJECT # CW-293

PROJECT NAME: #321 Marked Patrol Vehicle

Project Year:	2027
Department:	Police
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	5
Contact Person:	Public Safety Director



Project Description:

2022 Chevrolet Tahoe (ordered in 2022, but not delivered until 2023)

Project Justification:

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

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Police patrol vehicles often need to idle when in-service and not parked in an area with shore power due to the temperature sensitive medical equipment and supplies the officers carry, as well as to ensure adequate charging of the squad computer. According to Ford Motor Company, each hour of idling is equal to 33 miles. A five year old squad car has approximately 5900 idle hours, which equates to approximately 194,700 additional miles added to the vehicle.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$0	\$78,000	\$0	\$78,000
Total	\$0	\$0	\$0	\$78,000	\$0	\$78,000

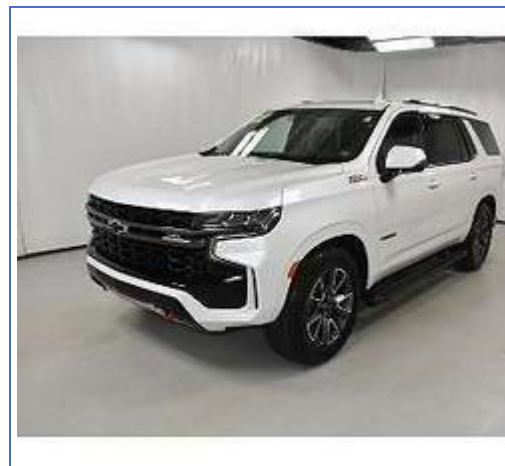
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$78,000	\$0	\$78,000
Total	\$0	\$0	\$0	\$78,000	\$0	\$78,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-294

PROJECT NAME: #322 Marked Patrol Vehicle

Project Year:	2027
Department:	Police
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	5
Contact Person:	Public Safety Director



Project Description:

2022 Chevrolet Tahoe (ordered in 2022, but not delivered until 2023)

Project Justification:

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Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$0	\$78,000	\$0	\$78,000
Total	\$0	\$0	\$0	\$78,000	\$0	\$78,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$78,000	\$0	\$78,000
Total	\$0	\$0	\$0	\$78,000	\$0	\$78,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-295

PROJECT NAME: #323 Marked Patrol Vehicle

Project Year:	2027
Department:	Police
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	5
Contact Person:	Public Safety Director



Project Description:

2022 Chevrolet Tahoe (ordered in 2022, but not delivered until 2023)

Project Justification:

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Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$0	\$78,000	\$0	\$78,000
Total	\$0	\$0	\$0	\$78,000	\$0	\$78,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$78,000	\$0	\$78,000
Total	\$0	\$0	\$0	\$78,000	\$0	\$78,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-155

PROJECT NAME: #412 Truck

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



Project Description:

2018 Ford F-250

Project Justification:

Truck #412 purchased in 2018 is a Parks vehicle that is used in the maintenance of the parks, trails, and snow removal operations. In the summer months it hauls a trailer with a mower, weed whips, mulch, and other larger construction equipment (Skid steer/tool cat). Currently (12/2022) truck #412 has 27,000 miles and will be in need of replacement according to the capital asset policy and wear and tear on the vehicle.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$0	\$72,000	\$0	\$72,000
Total	\$0	\$0	\$0	\$72,000	\$0	\$72,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$72,000	\$0	\$72,000
Total	\$0	\$0	\$0	\$72,000	\$0	\$72,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-92

PROJECT NAME: #805 Building Inspection Vehicle

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



Project Description:

2018 Ford Escape

Project Justification:

Vehicle #805 is used in the transportation of inspectors to and from the inspection site. The vehicle has 39,000 miles (12/2022). Replacement is recommended by the capital asset policy based on years in service.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$0	\$32,000	\$0	\$32,000
Total	\$0	\$0	\$0	\$32,000	\$0	\$32,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$32,000	\$0	\$32,000
Total	\$0	\$0	\$0	\$32,000	\$0	\$32,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-163

PROJECT NAME: #262 Truck

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



Project Description:

2017 F-550 Hook Truck

Project Justification:

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

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

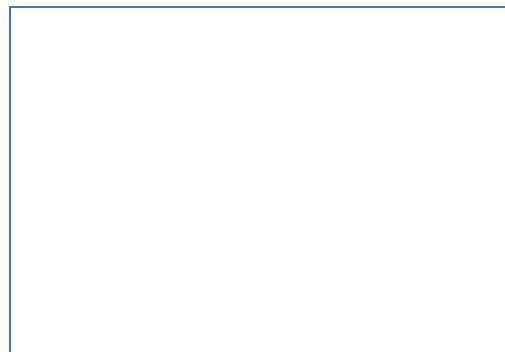
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$0	\$158,000	\$158,000
Total	\$0	\$0	\$0	\$0	\$158,000	\$158,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-165

PROJECT NAME: #267 Truck

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



Project Description:

2019 Ford F250 Reg Cab 4X4

Project Justification:

After normal wear & tear it can be costly to repair

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

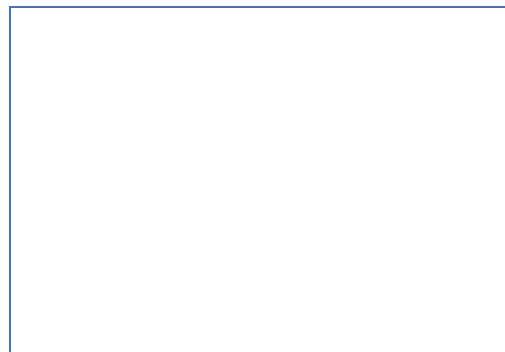
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$0	\$50,000	\$50,000
Total	\$0	\$0	\$0	\$0	\$50,000	\$50,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-329

PROJECT NAME: #3X1 Marked Patrol Vehicle

Project Year:	2028
Department:	Police
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	5
Contact Person:	Public Safety Director



Project Description:

Replace police vehicle purchased in 2023

Project Justification:

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

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

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$0	\$0	\$81,900	\$81,900
Total	\$0	\$0	\$0	\$0	\$81,900	\$81,900

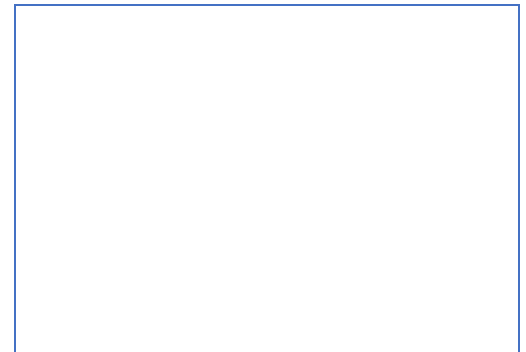
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$0	\$81,900	\$81,900
Total	\$0	\$0	\$0	\$0	\$81,900	\$81,900

Capital Improvement Project 2024 through 2028

PROJECT # CW-330

PROJECT NAME: #3X2 Marked Patrol Vehicle

Project Year:	2028
Department:	Police
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	5
Contact Person:	Public Safety Director



Project Description:

Replace police vehicle purchased in 2023

Project Justification:

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

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

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

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$0	\$0	\$81,900	\$81,900
Total	\$0	\$0	\$0	\$0	\$81,900	\$81,900

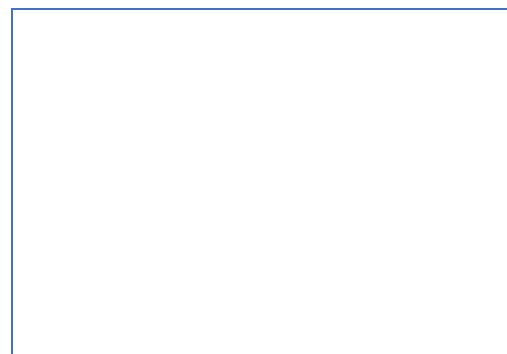
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$0	\$81,900	\$81,900
Total	\$0	\$0	\$0	\$0	\$81,900	\$81,900

Capital Improvement Project 2024 through 2028

PROJECT # CW-331

PROJECT NAME: #3X3 Marked Patrol Vehicle

Project Year:	2028
Department:	Police
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	5
Contact Person:	Public Safety Director



Project Description:

Replace police vehicle purchased in 2023

Project Justification:

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

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

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$0	\$0	\$81,900	\$81,900
Total	\$0	\$0	\$0	\$0	\$81,900	\$81,900

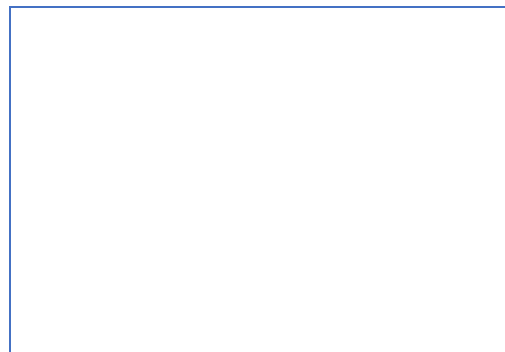
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$0	\$81,900	\$81,900
Total	\$0	\$0	\$0	\$0	\$81,900	\$81,900

Capital Improvement Project 2024 through 2028

PROJECT # CW-332

PROJECT NAME: #3X4 Unmarked Admin Vehicle

Project Year:	2028
Department:	Police
Program:	Citywide
Project Type:	Vehicles
Useful Life (Years):	5
Contact Person:	Public Safety Director



Project Description:

Replace police vehicle purchased in 2023

Project Justification:

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

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

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

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$0	\$0	\$71,000	\$71,000
Total	\$0	\$0	\$0	\$0	\$71,000	\$71,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$0	\$71,000	\$71,000
Total	\$0	\$0	\$0	\$0	\$71,000	\$71,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-157

PROJECT NAME: #416 Truck

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

Project Description:

2019 Ford F-350 with Dumpbox

Project Justification:

After normal wear & tear it can be costly to repair

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$0	\$0	\$82,000	\$82,000
Total	\$0	\$0	\$0	\$0	\$82,000	\$82,000

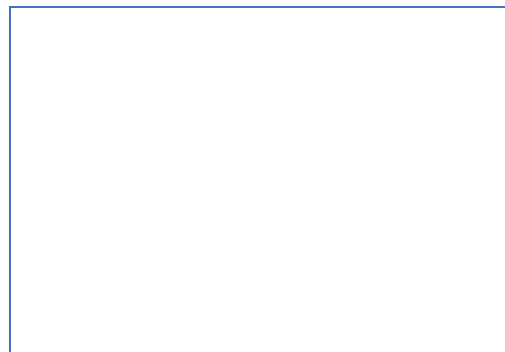
Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$0	\$82,000	\$82,000
Total	\$0	\$0	\$0	\$0	\$82,000	\$82,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-134

PROJECT NAME: #506 Truck

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



Project Description:

2019 Ford F250 Crew Cab

Project Justification:

Estimated Life: 9yrs

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Sewer Fund (602)	\$0	\$0	\$0	\$0	\$33,000	\$33,000
Water Fund (601)	\$0	\$0	\$0	\$0	\$33,000	\$33,000
Total	\$0	\$0	\$0	\$0	\$66,000	\$66,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$0	\$66,000	\$66,000
Total	\$0	\$0	\$0	\$0	\$66,000	\$66,000

Capital Improvement Project 2024 through 2028

PROJECT # CW-93

PROJECT NAME: #806 Building Inspection Vehicle

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



Project Description:

2019 Ford Escape

Project Justification:

Vehicle #806 is used in the transportation of inspectors to and from the inspection site. The vehicle has 40,XXX miles (07/2023). Replacement is recommended by the capital asset policy based on years in service.

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment Revolving Fund (402)	\$0	\$0	\$0	\$0	\$34,000	\$34,000
Total	\$0	\$0	\$0	\$0	\$34,000	\$34,000

Expenditures	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Capital Equipment	\$0	\$0	\$0	\$0	\$34,000	\$34,000
Total	\$0	\$0	\$0	\$0	\$34,000	\$34,000

APPENDIX B

Projected Cash Balance by Fund



City of Lino Lakes
2024-2028 Financial Plan
 Projected Cash Balance
Building and Facilities Fund
Fund 401

	2024	2025	2026	2027	2028
	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts
Revenues					
Charges for services	\$ 219,000	\$ 224,825	\$ 232,253	\$ 239,050	\$ 251,330
Investment earnings	17,458	19,931	25,818	6,770	6,708
Miscellaneous	-	-	-	-	-
Total Revenues	<u>236,458</u>	<u>244,756</u>	<u>258,071</u>	<u>245,820</u>	<u>258,038</u>
Expenditures					
Current	-	-	-	-	-
Capital outlay	400,000	75,000	5,500,000	-	-
Debt service					
Principal	-	-	-	-	-
Interest	-	-	-	-	-
Total Expenditures	<u>400,000</u>	<u>75,000</u>	<u>5,500,000</u>	<u>-</u>	<u>-</u>
Revenues Over (Under) Expenditures:	(163,542)	169,756	(5,241,929)	245,820	258,038
Other Financing Sources (Uses)					
Transfers in	-	-	-	-	-
Transfers out	-	-	-	(252,000)	(247,275)
Bond proceeds	-	-	3,000,000	-	-
Sale of capital assets	-	-	-	-	-
Interfund loan activity	410,761	418,943	337,174	-	-
Total Other Financing Sources (Uses)	<u>410,761</u>	<u>418,943</u>	<u>3,337,174</u>	<u>(252,000)</u>	<u>(247,275)</u>
Net Change in Cash Balance	247,219	588,699	(1,904,755)	(6,180)	10,763
Cash Balances, January 1	<u>1,745,839</u>	<u>1,993,058</u>	<u>2,581,757</u>	<u>677,001</u>	<u>670,821</u>
Cash Balances, December 31	<u>\$ 1,993,058</u>	<u>\$ 2,581,757</u>	<u>\$ 677,001</u>	<u>\$ 670,821</u>	<u>\$ 681,585</u>

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

	2024	2025	2026	2027	2028
	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts
Revenues					
Property taxes	\$ 600,000	\$ 810,000	\$ 972,000	\$ 1,166,400	\$ 1,399,680
Property taxes - fire water tender:	248,820	246,558	244,296	242,034	239,772
Investment earnings	5,093	2,989	1,989	1,137	1,893
Miscellaneous	-	-	-	-	-
Total Revenues	853,913	1,059,547	1,218,285	1,409,571	1,641,345
Expenditures					
Current	-	-	-	-	-
Capital outlay	1,032,500	1,016,215	1,160,800	1,208,000	958,700
Fire water tenders	-	-	-	-	-
Debt service					
Principal	-	-	-	-	-
Interest	-	-	-	-	-
Total Expenditures	1,032,500	1,016,215	1,160,800	1,208,000	958,700
Revenues Over (Under) Expenditures:	(178,587)	43,332	57,485	201,571	682,645
Other Financing Sources (Uses)					
Transfers in	150,000	-	-	-	-
Transfers out	-	-	-	-	-
Bond proceeds	-	-	-	-	-
Sale of capital assets	66,979	103,250	101,622	116,080	120,800
Interfund loan activity	(248,820)	(246,558)	(244,296)	(242,034)	(239,772)
Total Other Financing Sources (Uses)	(31,841)	(143,308)	(142,675)	(125,954)	(118,972)
Net Change in Cash Balance	(210,428)	(99,976)	(85,189)	75,617	563,673
Cash Balances, January 1	509,325	298,897	198,921	113,731	189,349
Cash Balances, December 31	\$ 298,897	\$ 198,921	\$ 113,731	\$ 189,349	\$ 753,022

City of Lino Lakes
2024-2028 Financial Plan
 Projected Cash Balance
Office Equipment Replacement Fund
Fund 403

	2024	2025	2026	2027	2028
	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts
Revenues					
Property taxes	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Investment earnings	467	388	398	443	530
Miscellaneous	-	-	-	-	-
Total Revenues	<u>25,467</u>	<u>25,388</u>	<u>25,398</u>	<u>25,443</u>	<u>25,530</u>
Expenditures					
Current	33,329	24,393	20,880	16,744	20,636
Capital outlay	-	-	250,000	-	-
Debt service					
Principal	-	-	-	-	-
Interest	-	-	-	-	-
Total Expenditures	<u>33,329</u>	<u>24,393</u>	<u>270,880</u>	<u>16,744</u>	<u>20,636</u>
Revenues Over (Under) Expenditures:	(7,862)	995	(245,482)	8,699	4,894
Other Financing Sources (Uses)					
Transfers in	-	-	250,000	-	-
Transfers out	-	-	-	-	-
Bond proceeds	-	-	-	-	-
Sale of capital assets	-	-	-	-	-
Interfund loan activity	-	-	-	-	-
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>250,000</u>	<u>-</u>	<u>-</u>
Net Change in Cash Balance	(7,862)	995	4,518	8,699	4,894
Cash Balances, January 1	<u>46,677</u>	<u>38,816</u>	<u>39,811</u>	<u>44,329</u>	<u>53,028</u>
Cash Balances, December 31	<u>\$ 38,816</u>	<u>\$ 39,811</u>	<u>\$ 44,329</u>	<u>\$ 53,028</u>	<u>\$ 57,922</u>

City of Lino Lakes
2024-2028 Financial Plan
 Projected Cash Balance
Dedicated Parks Fund
Fund 405

	2024	2025	2026	2027	2028
	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts
Revenues					
Intergovernmental					
Anoka County	\$ -	\$ -	\$ 200,000	\$ -	\$ -
Federal	-	-	1,600,000	-	-
Charges for services	-	-	-	-	-
Investment earnings	3,577	3,613	3,649	1,686	1,702
Miscellaneous	-	-	-	-	-
Total Revenues	<u>3,577</u>	<u>3,613</u>	<u>1,803,649</u>	<u>1,686</u>	<u>1,702</u>
Expenditures					
Current	-	-	-	-	-
Capital outlay	-	-	2,000,000	-	-
Debt service					
Principal	-	-	-	-	-
Interest	-	-	-	-	-
Total Expenditures	<u>-</u>	<u>-</u>	<u>2,000,000</u>	<u>-</u>	<u>-</u>
Revenues Over (Under) Expenditures:	3,577	3,613	(196,351)	1,686	1,702
Other Financing Sources (Uses)					
Transfers in	-	-	-	-	-
Transfers out	-	-	-	-	-
Bond proceeds	-	-	-	-	-
Sale of capital assets	-	-	-	-	-
Interfund loan activity	-	-	-	-	-
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Change in Cash Balance	3,577	3,613	(196,351)	1,686	1,702
Cash Balances, January 1	<u>357,724</u>	<u>361,302</u>	<u>364,915</u>	<u>168,564</u>	<u>170,249</u>
Cash Balances, December 31	<u>\$ 361,302</u>	<u>\$ 364,915</u>	<u>\$ 168,564</u>	<u>\$ 170,249</u>	<u>\$ 171,952</u>

City of Lino Lakes
2024-2028 Financial Plan

Projected Cash Balance
Area & Unit Trunk Fund
Fund 406

	2024	2025	2026	2027	2028
	Estimated	Estimated	Estimated	Estimated	Estimated
	Amounts	Amounts	Amounts	Amounts	Amounts
Revenues					
Special assessments	\$ 1,177,910	\$ 1,331,267	\$ 1,358,204	\$ 1,408,646	\$ 1,362,861
Intergovernmental	13,500,000	-	-	-	-
Charges for services	800,000	184,000	-	-	-
Investment earnings	72,223	72,836	67,456	58,420	51,407
Miscellaneous	-	-	-	-	-
Total Revenues	15,550,133	1,588,103	1,425,660	1,467,066	1,414,268
Expenditures					
Current	10,000	10,000	10,000	10,000	10,000
Capital outlay	36,456,500	3,618,000	3,188,500	4,387,000	1,000,000
Debt service					
Principal	-	-	-	-	-
Interest	-	-	-	-	-
Total Expenditures	36,466,500	3,628,000	3,198,500	4,397,000	1,010,000
Revenues Over (Under) Expenditures:	(20,916,367)	(2,039,897)	(1,772,840)	(2,929,934)	404,268
Other Financing Sources (Uses)					
Transfers in	601,760	768,700	785,200	908,036	818,200
Transfers out	(624,015)	(2,166,888)	(2,415,900)	(2,439,415)	(2,921,233)
Bond proceeds (1)	21,000,000	2,900,000	2,500,000	3,760,000	-
Sale of capital assets	-	-	-	-	-
Interfund loan activity	-	-	-	-	-
Total Other Financing Sources (Uses)	20,977,745	1,501,812	869,300	2,228,621	(2,103,033)
Net Change in Cash Balance	61,378	(538,085)	(903,540)	(701,313)	(1,698,765)
Cash Balances, January 1	7,222,259	7,283,637	6,745,552	5,842,012	5,140,699
Cash Balances, December 31	\$ 7,283,637	\$ 6,745,552	\$ 5,842,012	\$ 5,140,699	\$ 3,441,934

City of Lino Lakes
2024-2028 Financial Plan
 Projected Cash Balance
T.I.F District 1-11 Fund
Fund 418

	2024	2025	2026	2027	2028
	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts
Revenues					
Tax increment	\$ 414,020	\$ 422,300	\$ 430,746	\$ 439,361	\$ 448,148
Investment earnings	-	-	-	-	-
Miscellaneous	-	-	-	-	-
Total Revenues	<u>414,020</u>	<u>422,300</u>	<u>430,746</u>	<u>439,361</u>	<u>448,148</u>
Expenditures					
Current	3,259	3,357	3,458	3,561	414,953
Capital outlay	-	-	-	-	-
Debt service					
Principal	-	-	-	-	-
Interest	-	-	-	-	-
Total Expenditures	<u>3,259</u>	<u>3,357</u>	<u>3,458</u>	<u>3,561</u>	<u>414,953</u>
Revenues Over (Under) Expenditures:	410,761	418,943	427,289	435,800	33,195
Other Financing Sources (Uses)					
Transfers in	-	-	-	-	-
Transfers out	-	-	-	-	-
Bond proceeds	-	-	-	-	-
Sale of capital assets	-	-	-	-	-
Interfund loan activity	(410,761)	(418,943)	(427,289)	(435,800)	(33,195)
Total Other Financing Sources (Uses)	<u>(410,761)</u>	<u>(418,943)</u>	<u>(427,289)</u>	<u>(435,800)</u>	<u>(33,195)</u>
Net Change in Cash Balance	-	-	-	-	-
Cash Balances, January 1	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Cash Balances, December 31	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

City of Lino Lakes
2024-2028 Financial Plan

Projected Cash Balance
T.I.F District 1-12 Fund
Fund 419

	2024	2025	2026	2027	2028
	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts
Revenues					
Tax increment	\$ 256,788	\$ -	\$ -	\$ -	\$ -
Investment earnings	2,701	4,336	4,359	4,381	4,404
Miscellaneous	-	-	-	-	-
Total Revenues	<u>259,490</u>	<u>4,336</u>	<u>4,359</u>	<u>4,381</u>	<u>4,404</u>
Expenditures					
Current	1,979	2,038	2,099	2,162	2,227
Capital outlay	-	-	-	-	-
Debt service					
Principal	-	-	-	-	-
Interest	-	-	-	-	-
Total Expenditures	<u>1,979</u>	<u>2,038</u>	<u>2,099</u>	<u>2,162</u>	<u>2,227</u>
Revenues Over (Under) Expenditures:	257,511	2,298	2,260	2,219	2,177
Other Financing Sources (Uses)					
Transfers in	-	-	-	-	-
Transfers out	-	-	-	-	-
Bond proceeds	-	-	-	-	-
Sale of capital assets	-	-	-	-	-
Developer PAYGO activity	(94,046)	-	-	-	-
Total Other Financing Sources (Uses)	<u>(94,046)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Change in Cash Balance	163,465	2,298	2,260	2,219	2,177
Cash Balances, January 1	<u>270,118</u>	<u>433,583</u>	<u>435,881</u>	<u>438,141</u>	<u>440,360</u>
Cash Balances, December 31	<u>\$ 433,583</u>	<u>\$ 435,881</u>	<u>\$ 438,141</u>	<u>\$ 440,360</u>	<u>\$ 442,536</u>

City of Lino Lakes
2024-2028 Financial Plan
 Projected Cash Balance
Municipal State Aid (MSA) Fund
Fund 420

	2024	2025	2026	2027	2028
	Estimated	Estimated	Estimated	Estimated	Estimated
	Amounts	Amounts	Amounts	Amounts	Amounts
Revenues					
Special assessments	\$ 66,600	\$ 63,743	\$ 60,886	\$ 18,608	\$ -
Intergovernmental					
Anoka County	4,850,000	7,000,000	-	-	-
MSA	1,631,879	828,555	845,126	862,029	879,269
Other federal/state funding	-	12,000,000	-	-	-
Charges for services	825,000	250,000	-	-	-
Investment earnings	45,860	48,545	39,953	43,270	46,509
Miscellaneous	-	-	-	-	-
Total Revenues	<u>7,419,339</u>	<u>20,190,843</u>	<u>945,965</u>	<u>923,907</u>	<u>925,778</u>
Expenditures					
Current	-	-	-	-	-
Capital outlay	7,227,000	25,550,000	-	-	-
Debt service					
Principal	-	-	-	-	-
Interest	-	-	-	-	-
Total Expenditures	<u>7,227,000</u>	<u>25,550,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
Revenues Over (Under) Expenditures:	192,339	(5,359,157)	945,965	923,907	925,778
Other Financing Sources (Uses)					
Transfers in	221,916	-	-	-	-
Transfers out	(145,808)	-	(614,250)	(600,075)	(585,900)
Bond proceeds	-	4,500,000	-	-	-
Sale of capital assets	-	-	-	-	-
Interfund loan activity	-	-	-	-	-
Total Other Financing Sources (Uses)	<u>76,108</u>	<u>4,500,000</u>	<u>(614,250)</u>	<u>(600,075)</u>	<u>(585,900)</u>
Net Change in Cash Balance	268,447	(859,157)	331,715	323,832	339,878
Cash Balances, January 1	<u>4,586,022</u>	<u>4,854,469</u>	<u>3,995,312</u>	<u>4,327,027</u>	<u>4,650,859</u>
Cash Balances, December 31	<u>\$ 4,854,469</u>	<u>\$ 3,995,312</u>	<u>\$ 4,327,027</u>	<u>\$ 4,650,859</u>	<u>\$ 4,990,737</u>

City of Lino Lakes
2024-2028 Financial Plan
 Projected Cash Balance
Pavement Management Fund
Fund 421

	2024	2025	2026	2027	2028
	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts
Revenues					
Property taxes	\$ 990,000	\$ 1,138,500	\$ 1,309,300	\$ 1,505,700	\$ 1,731,500
Investment earnings	3,344	3,378	3,412	3,446	3,480
Miscellaneous	-	-	-	-	-
Total Revenues	<u>993,344</u>	<u>1,141,878</u>	<u>1,312,712</u>	<u>1,509,146</u>	<u>1,734,980</u>
Expenditures					
Current	-	-	-	-	-
Capital outlay	990,000	1,138,500	1,309,300	1,505,700	1,731,500
Debt service					
Principal	-	-	-	-	-
Interest	-	-	-	-	-
Total Expenditures	<u>990,000</u>	<u>1,138,500</u>	<u>1,309,300</u>	<u>1,505,700</u>	<u>1,731,500</u>
Revenues Over (Under) Expenditures:	3,344	3,378	3,412	3,446	3,480
Other Financing Sources (Uses)					
Transfers in	-	-	-	-	-
Transfers out	-	-	-	-	-
Bond proceeds	-	-	-	-	-
Sale of capital assets	-	-	-	-	-
Interfund loan activity	-	-	-	-	-
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Change in Cash Balance	3,344	3,378	3,412	3,446	3,480
Cash Balances, January 1	<u>334,437</u>	<u>337,782</u>	<u>341,159</u>	<u>344,571</u>	<u>348,017</u>
Cash Balances, December 31	<u>\$ 337,782</u>	<u>\$ 341,159</u>	<u>\$ 344,571</u>	<u>\$ 348,017</u>	<u>\$ 351,497</u>

City of Lino Lakes
2024-2028 Financial Plan
 Projected Cash Balance
Surface Water Management Fund
Fund 422

	2024	2025	2026	2027	2028
	Estimated	Estimated	Estimated	Estimated	Estimated
	Amounts	Amounts	Amounts	Amounts	Amounts
Revenues					
Special assessments	\$ 110,063	\$ 105,817	\$ 102,148	\$ 98,526	\$ 94,903
Intergovernmental	-	-	-	-	-
Charges for services	225,000	425,000	225,000	225,000	225,000
Investment earnings	18,794	10,333	5,446	1,572	(2,244)
Miscellaneous	-	-	-	-	-
Total Revenues	353,857	541,150	332,594	325,098	317,659
Expenditures					
Current	200,000	100,000	-	-	100,000
Capital outlay	4,326,000	1,497,500	161,000	161,000	150,000
Debt service					
Principal	-	-	-	-	-
Interest	-	-	-	-	-
Total Expenditures	4,526,000	1,597,500	161,000	161,000	250,000
Revenues Over (Under) Expenditures:	(4,172,143)	(1,056,350)	171,594	164,098	67,659
Other Financing Sources (Uses)					
Transfers in	-	-	-	-	-
Transfers out	-	-	(136,500)	(133,350)	(130,200)
Bond proceeds	-	1,000,000	-	-	-
Sale of capital assets(1)	-	-	-	-	-
Interfund loan activity(2)	3,326,000	(432,380)	(422,402)	(412,424)	(402,446)
Total Other Financing Sources (Uses)	3,326,000	567,620	(558,902)	(545,774)	(532,646)
Net Change in Cash Balance	(846,143)	(488,730)	(387,308)	(381,676)	(464,987)
Cash Balances, January 1	1,879,424	1,033,282	544,551	157,243	(224,433)
Cash Balances, December 31	\$ 1,033,282	\$ 544,551	\$ 157,243	\$ (224,433)	\$ (689,420)

City of Lino Lakes
2024-2028 Financial Plan
 Projected Cash Balance
Street Reconstruction Fund
Fund 423

	2024	2025	2026	2027	2028
	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts
Revenues					
Special assessments	\$ 10,455	\$ 9,984	\$ 2,124	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Investment earnings	5,759	5,921	6,080	6,162	6,224
Miscellaneous	-	-	-	-	-
Total Revenues	<u>16,214</u>	<u>15,905</u>	<u>8,204</u>	<u>6,162</u>	<u>6,224</u>
Expenditures					
Current	-	-	-	-	-
Capital outlay	-	-	-	-	-
Debt service					
Principal	-	-	-	-	-
Interest	-	-	-	-	-
Total Expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Revenues Over (Under) Expenditures:	16,214	15,905	8,204	6,162	6,224
Other Financing Sources (Uses)					
Transfers in	-	-	-	-	-
Transfers out	-	-	-	-	-
Bond proceeds	-	-	-	-	-
Sale of capital assets	-	-	-	-	-
Interfund loan activity	-	-	-	-	-
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Change in Cash Balance	16,214	15,905	8,204	6,162	6,224
Cash Balances, January 1	<u>575,895</u>	<u>592,109</u>	<u>608,014</u>	<u>616,218</u>	<u>622,380</u>
Cash Balances, December 31	<u>\$ 592,109</u>	<u>\$ 608,014</u>	<u>\$ 616,218</u>	<u>\$ 622,380</u>	<u>\$ 628,604</u>

City of Lino Lakes
2024-2028 Financial Plan
 Projected Cash Balance
Park & Trail Improvements Fund
Fund 425

	2024	2025	2026	2027	2028
	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts
Revenues					
Property taxes	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000
Investment earnings	2,353	3,277	4,209	5,152	6,103
Miscellaneous	-	-	-	-	-
Total Revenues	<u>92,353</u>	<u>93,277</u>	<u>94,209</u>	<u>95,152</u>	<u>96,103</u>
Expenditures					
Current	-	-	-	-	-
Capital outlay	-	-	-	-	-
Debt service					
Principal	-	-	-	-	-
Interest	-	-	-	-	-
Total Expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Revenues Over (Under) Expenditures:	92,353	93,277	94,209	95,152	96,103
Other Financing Sources (Uses)					
Transfers in	-	-	-	-	-
Transfers out	-	-	-	-	-
Bond proceeds	-	-	-	-	-
Sale of capital assets	-	-	-	-	-
Interfund loan activity	-	-	-	-	-
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Change in Cash Balance	92,353	93,277	94,209	95,152	96,103
Cash Balances, January 1	<u>235,318</u>	<u>327,671</u>	<u>420,948</u>	<u>515,157</u>	<u>610,309</u>
Cash Balances, December 31	<u>\$ 327,671</u>	<u>\$ 420,948</u>	<u>\$ 515,157</u>	<u>\$ 610,309</u>	<u>\$ 706,412</u>

City of Lino Lakes
2024-2028 Financial Plan

Projected Cash Balance
T.I.F District 1-13 Fund
Fund 430

	2024	2025	2026	2027	2028
	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts
Revenues					
Tax increment	\$ 411,237	\$ 419,462	\$ 427,851	\$ 436,408	\$ 445,136
Investment earnings	22	205	394	588	788
Miscellaneous	-	-	-	-	-
Total Revenues	<u>411,259</u>	<u>419,667</u>	<u>428,245</u>	<u>436,996</u>	<u>445,924</u>
Expenditures					
Current	2,229	2,296	2,365	2,436	2,509
Capital outlay	-	-	-	-	-
Debt service					
Principal	-	-	-	-	-
Interest	-	-	-	-	-
Total Expenditures	<u>2,229</u>	<u>2,296</u>	<u>2,365</u>	<u>2,436</u>	<u>2,509</u>
Revenues Over (Under) Expenditures:	409,030	417,371	425,880	434,561	443,415
Other Financing Sources (Uses)					
Transfers in	-	-	-	-	-
Transfers out	-	-	-	-	-
Bond proceeds	-	-	-	-	-
Sale of capital assets	-	-	-	-	-
Developer PAYGO activity	(390,675)	(398,489)	(406,458)	(414,588)	(422,879)
Total Other Financing Sources (Uses)	<u>(390,675)</u>	<u>(398,489)</u>	<u>(406,458)</u>	<u>(414,588)</u>	<u>(422,879)</u>
Net Change in Cash Balance	18,355	18,882	19,422	19,973	20,536
Cash Balances, January 1	<u>2,160</u>	<u>20,515</u>	<u>39,397</u>	<u>58,819</u>	<u>78,792</u>
Cash Balances, December 31	<u>\$ 20,515</u>	<u>\$ 39,397</u>	<u>\$ 58,819</u>	<u>\$ 78,792</u>	<u>\$ 99,328</u>

City of Lino Lakes
2024-2028 Financial Plan
 Projected Cash Balance
 Comp Plan Updates Fund
 Fund 484

	2024	2025	2026	2027	2028
	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts
Revenues					
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	16,000	-
Investment earnings	233	535	840	1,149	20
Miscellaneous	-	-	-	-	-
Total Revenues	<u>233</u>	<u>535</u>	<u>840</u>	<u>17,149</u>	<u>20</u>
Expenditures					
Current	-	-	-	160,000	30,000
Capital outlay	-	-	-	-	-
Debt service					
Principal	-	-	-	-	-
Interest	-	-	-	-	-
Total Expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>160,000</u>	<u>30,000</u>
Revenues Over (Under) Expenditures:	233	535	840	(142,851)	(29,980)
Other Financing Sources (Uses)					
Transfers in	30,000	30,000	30,000	30,000	30,000
Transfers out	-	-	-	-	-
Bond proceeds	-	-	-	-	-
Sale of capital assets	-	-	-	-	-
Interfund loan activity	-	-	-	-	-
Total Other Financing Sources (Uses)	<u>30,000</u>	<u>30,000</u>	<u>30,000</u>	<u>30,000</u>	<u>30,000</u>
Net Change in Cash Balance	30,233	30,535	30,840	(112,851)	20
Cash Balances, January 1	<u>23,271</u>	<u>53,504</u>	<u>84,039</u>	<u>114,879</u>	<u>2,028</u>
Cash Balances, December 31	<u>\$ 53,504</u>	<u>\$ 84,039</u>	<u>\$ 114,879</u>	<u>\$ 2,028</u>	<u>\$ 2,048</u>

City of Lino Lakes
2024-2028 Financial Plan

Projected Cash Balance
Water Operating Fund
Fund 601

	2024	2025	2026	2027	2028
	Estimated	Estimated	Estimated	Estimated	Estimated
	Amounts	Amounts	Amounts	Amounts	Amounts
Revenues					
Charges for services (fixed/REU)	\$ 601,760	\$ 768,700	\$ 785,200	\$ 801,700	\$ 818,200
Charges for services (volume)	1,484,533	1,578,774	1,671,765	1,769,733	1,872,928
Hook-up charges	41,250	41,250	41,250	41,250	41,250
Water meter sales	81,421	83,050	84,711	86,405	88,133
Investment earnings	48,590	50,657	43,903	47,677	51,014
Miscellaneous	10,000	10,000	10,000	10,000	10,000
Total Revenues	2,267,554	2,532,431	2,636,829	2,756,765	2,881,525
Expenditures					
Current	1,171,593	1,280,173	1,344,181	1,411,390	1,481,960
Capital outlay	287,500	1,159,000	2,630,000	-	268,000
Debt service					
Principal	-	-	-	-	-
Interest	-	-	-	-	-
Total Expenditures	1,459,093	2,439,173	3,974,181	1,411,390	1,749,960
Revenues Over (Under) Expenditures:	808,461	93,259	(1,337,352)	1,345,375	1,131,565
Other Financing Sources (Uses)					
Transfers in	-	-	-	-	-
Transfers out	(601,760)	(768,700)	(785,200)	(1,011,700)	(1,024,263)
Bond proceeds	-	-	2,500,000	-	-
Sale of capital assets	-	-	-	-	-
Interfund loan activity	-	-	-	-	-
Total Other Financing Sources (Uses)	(601,760)	(768,700)	1,714,800	(1,011,700)	(1,024,263)
Net Change in Cash Balance	206,701	(675,441)	377,448	333,675	107,302
Cash Balances, January 1	4,859,021	5,065,723	4,390,281	4,767,729	5,101,404
Cash Balances, December 31	\$ 5,065,723	\$ 4,390,281	\$ 4,767,729	\$ 5,101,404	\$ 5,208,706

City of Lino Lakes
2024-2028 Financial Plan

Projected Cash Balance
Sewer Operating Fund
Fund 602

	2024	2025	2026	2027	2028
	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts
Revenues					
Charges for services	\$ 2,009,432	\$ 2,071,925	\$ 2,168,739	\$ 2,270,077	\$ 2,270,077
Hook-up charges	33,000	33,000	33,000	33,000	33,000
Investment earnings	64,472	30,788	21,769	26,045	31,650
Miscellaneous	-	-	-	-	-
Total Revenues	2,106,904	2,135,713	2,223,508	2,329,122	2,334,727
Expenditures					
Current	2,240,570	3,027,599	2,522,729	2,648,865	2,781,309
Capital outlay	157,500	689,000	2,530,000	-	108,000
Debt service					
Principal	-	-	-	-	-
Interest	-	-	-	-	-
Total Expenditures	2,398,070	3,716,599	5,052,729	2,648,865	2,889,309
Revenues Over (Under) Expenditures:	(291,166)	(1,580,885)	(2,829,221)	(319,744)	(554,582)
Other Financing Sources (Uses)					
Transfers in	-	-	-	-	-
Transfers out	-	-	-	(210,000)	(206,063)
Bond proceeds	-	-	2,500,000	-	-
Sale of capital assets	-	-	-	-	-
Interfund loan activity	(3,077,180)	678,938	756,813	1,090,258	675,413
Total Other Financing Sources (Uses)	(3,077,180)	678,938	3,256,813	880,258	469,350
Net Change in Cash Balance	(3,368,346)	(901,947)	427,592	560,514	(85,232)
Cash Balances, January 1	6,447,161	3,078,815	2,176,867	2,604,459	3,164,973
Cash Balances, December 31	\$ 3,078,815	\$ 2,176,867	\$ 2,604,459	\$ 3,164,973	\$ 3,079,741

City of Lino Lakes
2024-2028 Financial Plan
 Projected Cash Balance
Storm Water Operating Fund
Fund 603

	2024	2025	2026	2027	2028
	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts
Revenues					
Charges for services	\$ 546,470	\$ 554,150	\$ 561,830	\$ 569,510	\$ 577,190
Investment earnings	4,257	4,801	2,228	2,602	2,900
Miscellaneous	-	-	-	-	-
Total Revenues	550,727	558,951	564,058	572,112	580,090
Expenditures					
Current	496,361	511,252	526,589	542,387	558,659
Capital outlay	-	305,000	-	-	-
Debt service					
Principal	-	-	-	-	-
Interest	-	-	-	-	-
Total Expenditures	496,361	816,252	526,589	542,387	558,659
Revenues Over (Under) Expenditures:	54,366	(257,301)	37,468	29,725	21,431
Other Financing Sources (Uses)					
Transfers in	-	-	-	-	-
Transfers out	-	-	-	-	-
Bond proceeds	-	-	-	-	-
Sale of capital assets	-	-	-	-	-
Interfund loan activity	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	-
Net Change in Cash Balance	54,366	(257,301)	37,468	29,725	21,431
Cash Balances, January 1	425,698	480,064	222,763	260,231	289,956
Cash Balances, December 31	\$ 480,064	\$ 222,763	\$ 260,231	\$ 289,956	\$ 311,387

**CITY COUNCIL
WORK SESSION STAFF REPORT
ITEM NO. 3**

STAFF ORIGINATOR: Hannah Lynch, Finance Director

WORK SESSION DATE: November 6, 2023

TOPIC: 2024 Budget and Tax Levy

BACKGROUND

The City Council adopted the 2023/2024 preliminary tax levy on September 25, 2023 in the amount of \$14,120,928. There have been no changes to the tax levy or tax capacity since preliminary adoption.

Staff updated personal services budgets for the following:

- Wage and benefit assumptions for previously vacant positions
- Health and dental insurance premiums resulting from renewals
- Compensation Plan for Paid On-Call Fire Personnel

As a result of the personal services updates mentioned above, the general fund contingency budget adjustment decreased from \$25,000 to \$5,489. Other than what has been outlined, there have been no additional changes to the budget since preliminary adoption.

At the October 2, 2023 City Council Work Session, Staff was directed to prepare information on Public Safety Department staffing. That information is attached in the Public Safety Department Staffing Memo. No changes have been made to the budget as it relates to the memo.

The final tax levy may be decreased, but cannot be raised when it is adopted in December.

REQUESTED COUNCIL DIRECTION

Staff would like direction from the City Council on any changes to the 2024 Budget and Tax Levy prior to the public hearing and final adoption on December 11, 2023.

ATTACHMENTS

2024 Budget and Tax Levy – Proposed Final
Public Safety Department Staffing Memo

2024 ANNUAL BUDGET

Proposed Final – November 6, 2023





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

	Adopted 2023	Proposed 2024	\$ Change	% Change
<u>Tax Levy</u>				
Operating Levy	11,319,531	12,833,204	1,513,673	13.37%
Debt Levy	1,574,384	1,287,724	(286,660)	-18.21%
Total Tax Levy	<u>12,893,915</u>	<u>14,120,928</u>	<u>1,227,013</u>	<u>9.52%</u>

General Fund Budget

Revenues				
Property Taxes	9,734,585	10,404,384	669,799	6.88%
Other Taxes	140,000	185,000	45,000	32.14%
Business Licenses and Permits	66,360	72,225	5,865	8.84%
Non-Business Licenses and Permits	952,041	1,025,190	73,149	7.68%
Intergovernmental	687,417	692,622	5,205	0.76%
Charges for Services	413,913	456,325	42,412	10.25%
Fines and Forfeits	101,100	76,000	(25,100)	-24.83%
Investment Earnings	30,000	30,000	-	0.00%
Miscellaneous	32,000	32,000	-	0.00%
Use of Reserves	-	-	-	0.00%
Transfer From Other Funds	20,000	170,000	150,000	750.00%
Total Revenues	<u>12,177,416</u>	<u>13,143,746</u>	<u>966,330</u>	<u>7.94%</u>

Expenditures				
Administration	1,639,462	1,766,798	127,336	7.77%
Community Development	822,638	923,264	100,626	12.23%
Public Safety	6,231,750	6,667,261	435,511	6.99%
Public Services	3,249,566	3,555,934	306,368	9.43%
Other	234,000	230,489	(3,511)	-1.50%
Total Expenditures	<u>12,177,416</u>	<u>13,143,746</u>	<u>966,330</u>	<u>7.94%</u>

Tax Rate

<u>34.974%</u>	<u>36.007%</u>
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**CITY OF LINO LAKES
2024 PROPOSED TAX LEVY**

			Adopted 2021	Adopted 2022	Adopted 2023	Proposed 2024	2023-2024	
							\$ Change	% Change
Operating Levy	Fund							
General Fund	101		8,306,254	8,748,619	9,694,085	10,369,384	675,299	6.97%
Rookery Activity Center	202		-	-	325,000	500,000	175,000	53.85%
Blue Heron Days (1)	205		-	10,000	-	10,000	10,000	0.00%
Capital Equipment Replacement (2)	402		-	150,000	325,000	600,000	275,000	84.62%
Capital Fire Water Tender Replacement	402		-	-	-	248,820	248,820	100.00%
Office Equipment Replacement (1)	403		25,000	25,000	25,000	25,000	-	0.00%
Street Maintenance (1)	421		711,113	782,224	860,446	990,000	129,554	15.06%
Storm Water Maintenance (1)	424		130,000	-	-	-	-	0.00%
Park and Trail Improvements (1)	425		60,000	75,000	90,000	90,000	-	0.00%
Total Operating Levy			9,232,367	9,790,843	11,319,531	12,833,204	1,513,673	13.37%
Debt Levy	Final Levy Year	Purpose						
Certificate of Indebtedness 2018	2021	Police/Fleet Capital Equipment	106,050	-	-	-	-	***
Certificate of Indebtedness 2019	2022	Police/Fleet Capital Equipment	140,307	139,493	-	-	-	#DIV/0!
Certificate of Indebtedness 2020	2023	Police/Fleet Capital Equipment	105,929	106,042	106,299	-	(106,299)	(100.00%)
G.O. Bond 2012A (3)	2023	Main St/Lake Dr & Birch St/Ware Rd Traffic Signals/Refund 2003A Series Bonds (Elm Street, Twilight Acres Water Main, Century Farm Lift Station)	175,896	178,794	176,109	-	(176,109)	(100.00%)
G.O. Bond 2015A (3)	2030	Shenandoah Area Street Reconstruction Improv	219,227	216,497	223,532	219,857	(3,675)	(1.64%)
G.O. Bond 2015A - Abatement Portion	2026	Birch Street Sanitary Sewer Ext & Turn Lanes	47,696	51,372	50,427	54,732	4,305	8.54%
EDA Lease/Revenue Bond 2015	2035	Fire Station #2	316,877	316,300	320,815	319,765	(1,050)	(0.33%)
G.O. Tax Abatement Refunding Bond 2016C	2022	City's Participation in YMCA Project	313,567	325,054	-	-	-	#DIV/0!
G.O Bond 2018A	2033	West Shadow Lake Dr & LaMotte Area Street Reconstruction Improv/Lake Dr Watermain/Trl	483,899	485,212	485,737	485,475	(262)	(0.05%)
G.O Bond 2021A	2031	4th Ave, Joyer Ln, Karth Rd, Talle Ln, Canfield Rd, and Gaage Ln Street Reconstruction Improv	-	209,680	211,465	207,895	(3,570)	(1.69%)
Total Debt Levy			1,909,448	2,028,444	1,574,384	1,287,724	(286,660)	(18.21%)
Total Levy			11,141,815	11,819,287	12,893,915	14,120,928	1,227,013	9.52%

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

CITY OF LINO LAKES
2024 PROPOSED TAX CAPACITY RATE

	Actual 2021	Actual 2022	Actual 2023	Proposed 2024
Taxable Market Value	2,435,156,410	2,587,650,762	3,287,882,335	3,544,111,404 *
<i>Annual % Change</i>	5.90%	6.26%	27.06%	7.79%
	Actual 2021	Actual 2022	Actual 2023	Proposed 2024
Total Tax Capacity Value	26,491,445	27,908,349	35,452,015	38,937,906 *
Less FD Contribution in Value	(1,537,086)	(1,643,524)	(1,502,577)	(1,820,393)
Less Captured Value for Tax Increment	(845,716)	(783,140)	(1,041,739)	(1,402,012) *
Total Net Tax Capacity Value	24,108,643	25,481,685	32,907,699	35,715,501
<i>Annual % Change</i>	6.28%	5.70%	29.14%	8.53%
Total Levy	11,141,815	11,819,287	12,893,915	14,120,928
Less FD Distribution	(1,472,118)	(1,587,612)	(1,384,776)	(1,260,837)
Total Net Levy for Tax Rate	9,669,697	10,231,675	11,509,139	12,860,091
<i>Annual % Change</i>	6.92%	5.81%	12.49%	11.74%
City Tax Capacity Rate	40.109%	40.154%	34.974%	36.007%

*Preliminary Estimate from Anoka County - Updated 9/5/2023

**CITY OF LINO LAKES
PERSONNEL TOTALS**

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

Personnel are shown as Full Time Equivalents (FTE)

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

	Actual 2021	Actual 2022	Adopted 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	\$ Increase/ Decrease	% Increase/ Decrease
Property Taxes	9,280,146	8,759,777	9,734,585	9,734,585	669,799	10,404,384	669,799	6.88%
Other Taxes	125,570	152,971	140,000	140,000	45,000	185,000	45,000	32.14%
Special Assessments	185	0	0	0	0	0	0	***
Business Licenses and Permits	25,397	28,894	66,360	66,360	5,865	72,225	5,865	8.84%
Non-Business Licenses and Permits	1,317,407	1,247,111	952,041	952,041	73,149	1,025,190	73,149	7.68%
Intergovernmental	626,278	700,740	687,417	687,417	5,205	692,622	5,205	0.76%
Charges for Services	451,693	479,721	413,913	413,913	42,412	456,325	42,412	10.25%
Fines and Forfeits	73,206	61,141	101,100	101,100	(25,100)	76,000	(25,100)	(24.83%)
Investment Earnings	(50,817)	(163,143)	30,000	30,000	0	30,000	0	0.00%
Miscellaneous	62,305	55,049	32,000	32,000	0	32,000	0	0.00%
Other Financing Sources	0	40,000	20,000	20,000	150,000	170,000	150,000	750.00%
TOTAL REVENUES	11,911,370	11,362,261	12,177,416	12,177,416	966,330	13,143,746	966,330	7.94%

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

	Account Number	Actual 2021	Actual 2022	Adopted 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
Property Taxes								
Current Taxes	101-000-3010-000	9,146,333	8,702,091	9,694,085	9,694,085	675,299	10,369,384	Levy for General Operations
Delinquent Taxes	101-000-3020-000	98,537	31,359	40,000	40,000	(10,000)	30,000	Prior Year(s) Delinquencies
Excess Tax Increments	101-000-3050-000	23,653	20,448	0	0	0	0	
Tax Forfeits	101-000-3060-000	0	302	0	0	0	0	
Penalties & Interest	101-000-3150-000	11,623	5,577	500	500	4,500	5,000	
		9,280,146	8,759,777	9,734,585	9,734,585	669,799	10,404,384	
Other Taxes								
Lodging Tax	101-000-3225-000	57,950	72,907	85,000	85,000	0	85,000	Twin Cities Gateway Pass-Through
Circle Pines Gas Franchise	101-000-3350-000	67,620	80,064	55,000	55,000	45,000	100,000	
		125,570	152,971	140,000	140,000	45,000	185,000	
Special Assessments								
Current Assessments	101-000-3110-000	185	0	0	0	0	0	
		185	0	0	0	0	0	
Business Licenses and Permits								
Liquor License - Bar	101-000-3201-000	(391)	3,720	32,000	32,000	10,000	42,000	License to Sell Liquor for On-Premises Consumption
Liquor License - Beer	101-000-3202-000	97	0	1,000	1,000	(1,000)	0	License to Sell Beer for On-Premises Consumption
Off-Sale Liquor	101-000-3203-000	1,600	1,600	2,000	2,000	(600)	1,400	License to Sell Packaged Liquor for Off-Premises Consumption
Sunday Liquor License	101-000-3204-000	142	190	1,900	1,900	(100)	1,800	License to Sell Liquor for On-Premises Consumption on Sunday
Club Liquor License	101-000-3205-000	0	0	300	300	200	500	
Beer Permit	101-000-3206-000	0	28	0	0	0	0	
Investigation Fee	101-000-3208-000	423	1,223	1,000	1,000	2,000	3,000	Fee to Perform Background Investigation for License Applicants
Garbage Removal License	101-000-3209-000	1,930	2,200	2,000	2,000	0	2,000	Annual License to Collect Refuse in the City
Temporary Consumption Permit	101-000-3210-000	250	200	300	300	0	300	
Tobacco License	101-000-3211-000	650	650	600	600	0	600	Annual License to Sell Tobacco in the City
Cannabinoid License	101-000-3212-000	0	0	0	0	600	600	
Contractor's License	101-000-3213-000	11,891	11,280	15,691	15,691	(3,801)	11,890	
Rental Housing License	101-000-3215-000	5,871	5,991	5,834	5,834	66	5,900	
Dance License	101-000-3219-000	70	105	35	35	0	35	
Fireworks License	101-000-3220-000	400	200	200	200	0	200	
Massage License	101-000-3222-000	800	902	1,000	1,000	0	1,000	
Peddlers License	101-000-3223-000	1,665	605	2,500	2,500	(1,500)	1,000	License for Door-to-Door Sales
		25,397	28,894	66,360	66,360	5,865	72,225	
Non-Business Licenses and Permits								
Building Permits	101-000-3250-000	699,892	628,685	552,135	552,135	36,000	588,135	Value-Based Fee-Covers the Cost of Inspec. & Code Compl.
Plan Inspection Fees	101-000-3251-000	387,910	364,451	228,326	228,326	29,999	258,325	65% of Bldg Permit Fee to Cover Cost of Plan Review
Erosion Control Permits	101-000-3252-000	42,400	22,720	31,200	31,200	800	32,000	
Plumbing Permits	101-000-3253-000	51,170	49,994	31,710	31,710	2,000	33,710	
Mechanical Permits	101-000-3254-000	92,612	105,910	64,593	64,593	4,602	69,195	
Septic Plumbing Permit	101-000-3255-000	5,580	5,410	5,577	5,577	103	5,680	
Septic System Permit	101-000-3256-000	8,300	7,750	7,000	7,000	100	7,100	
Fence Permit	101-000-3259-000	7,933	7,590	4,700	4,700	300	5,000	
Dog License	101-000-3260-000	1,145	967	1,250	1,250	(250)	1,000	
Sign Permit	101-000-3262-000	100	1,145	926	926	99	1,025	
Road Overweight Permit	101-000-3263-000	0	0	0	0	0	0	
Underground Utility Permit	101-000-3264-000	14,528	36,161	18,624	18,624	(604)	18,020	
Miscellaneous Permits	101-000-3266-000	5,837	16,328	6,000	6,000	0	6,000	
		1,317,407	1,247,111	952,041	952,041	73,149	1,025,190	
Intergovernmental								
TZD Safe Roads Grant	101-000-3314-000	29,163	25,537	25,000	25,000	0	25,000	Office of Traffic Safety (OTS) Grant Funding
Local Government Aid	101-000-3340-000	0	0	0	0	0	0	
Market Value Homestead Credit	101-000-3341-000	3,500	6,556	3,500	3,500	0	3,500	
Municipal State Aid	101-000-3345-000	246,536	276,074	275,000	275,000	0	275,000	For Maintenance of City-Designated State-Aid Roads
Police State Aid	101-000-3346-000	246,117	258,907	260,000	260,000	0	260,000	Aid for Police Retirement Plan and POST Training
Other State Revenue	101-000-3348-000	0	30,386	0	0	0	0	
Fire State Aid	101-000-3349-000	0	21,703	21,703	21,703	2	21,705	
Other Fire Aid	101-000-3351-000	32,242	13,408	20,000	20,000	0	20,000	Fire Training/Ed
Anoka County Solid Waste	101-000-3360-000	68,721	68,169	82,214	82,214	5,203	87,417	SCORE Grant for Recycling Efforts
Other Anoka County Revenue	101-000-3364-000	0	0	0	0	0	0	
		626,278	700,740	687,417	687,417	5,205	692,622	

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

Account Number	Actual 2021	Actual 2022	Adopted 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
Charges for Services							
Land Use Fee	101-000-3265-000	15,989	19,240	10,023	10,023	202	10,225
Sale of Supplies	101-000-3404-000	57	12	100	100	(75)	25
Assessment Searches	101-000-3405-000	11,420	7,940	9,000	9,000	(1,000)	8,000
Election Filing Fees	101-000-3409-000	20	0	0	0	0	0
Return Check Fee	101-000-3413-000	30	0	0	0	0	0
SAC/Surcharge Fee	101-000-3414-000	8,447	9,298	5,000	5,000	1,000	6,000
Aerial Map Fee	101-000-3417-000	24,660	23,670	12,000	12,000	8,000	20,000
Police Reports	101-000-3420-000	725	797	800	800	0	800
Police Other Revenues	101-000-3422-000	173,767	184,795	165,000	165,000	25,000	190,000
Public Works Fees	101-000-3433-000	3,749	4,902	7,500	7,500	500	8,000
Other Park Revenues	101-000-3470-000	4,042	6,399	4,000	4,000	1,000	5,000
Administrative Charge - Bonds	101-000-3490-000	0	0	0	0	0	0
Engineering/Planning Charges	101-000-3492-000	44,385	53,911	28,999	28,999	5,001	34,000
Investment Management Charge	101-000-3494-000	50,000	50,000	50,000	50,000	0	50,000
Building Rents	101-000-3640-000	250	200	200	200	0	200
Bldg Lease Revenue	101-000-3740-000	114,154	118,557	121,291	121,291	2,784	124,075
		451,693	479,721	413,913	413,913	42,412	456,325
Fines and Forfeits							
Fines & Forfeits	101-000-3510-000	72,206	61,041	100,000	100,000	(25,000)	75,000
Driving Diversion Program (DDP)	101-000-3512-000	1,000	100	1,100	1,100	(100)	1,000
		73,206	61,141	101,100	101,100	(25,100)	76,000
Investment Earnings							
Interest on Investments	101-000-3620-000	(50,817)	(163,143)	30,000	30,000	0	30,000
Change in Fair Value of Investments	101-000-3621-000	0	0	0	0	0	0
		(50,817)	(163,143)	30,000	30,000	0	30,000
Miscellaneous							
Donations	101-000-3720-000	0	200	0	0	0	0
Refunds & Reimbursements	101-000-3730-000	59,468	52,769	30,000	30,000	0	30,000
Miscellaneous Revenue	101-000-3810-000	2,837	2,080	2,000	2,000	0	2,000
		62,305	55,049	32,000	32,000	0	32,000
Other Financing Sources							
Use of Fund Reserves	101-000-3900-000	0	0	0	0	150,000	150,000
Sale of Fixed Assets	101-000-3910-000	0	0	0	0	0	0
Transfer From Other Funds	101-000-3920-000	0	40,000	20,000	20,000	0	20,000
		0	40,000	20,000	20,000	150,000	170,000
Total Revenues		11,911,370	11,362,261	12,177,416	12,177,416	966,330	13,143,746



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

DEPARTMENT	ACCT #	NAME	DESCRIPTION	AMOUNT
Mayor and Council	4343	Newsletter	Newsletter design and printing	\$ 1,215
Mayor and Council	4452	Subscriptions/Dues	League of MN Cities (LMC) dues	\$ 890
Elections	44xx	Personal Services	Primary & General Election in 2024 - increased Election Judge hours (expansion of absentee balloting)	\$ 30,050
Elections	4340	Printing & Publishing	Reduction in ballot printing cost - not a municipal election	\$ (1,800)
Charter	4300	Professional Services	Charter Commission Directed Expenses increase per MN Statute 410.06 (0.07% of 2023 general property tax levy)	\$ 1,457
Finance	4308	Auditor	General fund portion of annual audit. No single audit anticipated in 2024.	\$ (3,000)
Finance	4310	Other Consultants	Metro-INET services, programs & support	\$ 41,305
Finance	4310	Other Consultants	Springbrook financial software annual maintenance	\$ 1,405
Finance	4342	Truth in Taxation	Budget public hearing notices mailed by Anoka County	\$ 320
Economic Development	41xx	Personal Services	Elimination of Economic Development Intern position with addition of Community Development Specialist FTE	\$ (27,852)
Economic Development	4200	Office Supplies	EDAC meeting supplies	\$ 180
Economic Development	4330	Travel & Tuition	Annual Training and Conference	\$ 50
Engineering	4410	Contracted Services	Bluebeam software annual maintenance	\$ 109
Engineering	4410	Contracted Services	Aerial photography - annual service by Anoka County	\$ 1,000
Community Development	41xx	Personal Services	Addition of Community Development Specialist FTE	\$ 88,204
Community Development	4330	Travel & Tuition	Addition of Community Development Specialist FTE	\$ 700
Community Development	4410	Contracted Services	Bluebeam software annual maintenance	\$ 109
Community Development	4410	Contracted Services	Addition of Community Development Specialist FTE	\$ 1,243
Community Development	4452	Subscription & Dues	Addition of Community Development Specialist FTE	\$ 700
Environmental	41xx	Personal Services	Maximum hourly rate of pay increase to \$19/hour for seasonals, temporaries, and interns	\$ 1,956
Environmental	4330	Travel and Tuition	Wetland delineation training course	\$ 400
Environmental	4410	Contracted Services	Bluebeam software annual maintenance	\$ 109
Solid Waste	41xx	Personal Services	Maximum hourly rate of pay increase to \$19/hour for seasonals, temporaries, and interns	\$ 3,271
Solid Waste	4343	Newsletter	Solid waste grant funds cover portion of the newsletter related to recycling	\$ 2,000
Building Inspections	4240	Small Tools	Tools for 3 inspectors and gas for monitor calibration	\$ 100
Police	4213	Youth Programs	Police Explorer annual registrations and lodging	\$ 1,610
Police	4240	Small Tools	Level 3 ballistic shield	\$ 9,502
Police	4240	Small Tools	Price increases for computers and SWAT equipment	\$ 2,600
Police	4300	Professional Services	13 POST license renewals (every 3 years), employee mental health price increase, state required biennial Body Work Camera (BWC) audit	\$ 2,930
Police	4321	Telephone	Additional cellphone line	\$ 1,400
Police	4330	Travel & Tuition	Outside training and POST mandated training price increases, addition of LMC Patrol online training	\$ 3,505
Police	4360	Insurance	Police liability insurance premium. LMCIT suggests cities allow for possible rate increases in the range of 5-9%. An 8% increase has been assumed.	\$ 3,530
Police	4370	Uniforms	Uniform allowance increase per union contracts, additional CSO uniforms	\$ 1,758
Police	4410	Contracted Services	Police RMS, Leads Online, Lexipol, Vector, and Archive Social price increases, equipment repairs (radio, computer, etc.)	\$ 11,102
Police	4452	Subscription & Dues	Additional memberships for Criminal Intelligence Association and property evidence	\$ 244
Fire	4300	Professional Services	MN FF Licensure for Duty Crew and employee mental health prices increases	\$ 1,865
Fire	4321	Telephone	Additional cellphone line	\$ 600
Fire	4330	Travel & Tuition	Purchase of training aids and increase in training fees	\$ 2,800
Fire	4410	Contracted Services	Anoka County Fire Protection increase for PSDS system and fire RMS, Archive Social, every 3 year FIT assessment, price increases	\$ 10,516
Streets	41xx	Personal Services	Maximum hourly rate of pay increase to \$19/hour for seasonals, temporaries, and interns.	\$ 15,782
Streets	4223	Street Signs	Multi-year street name sign change-out project	\$ 3,000

DEPARTMENT	ACCT #	NAME	DESCRIPTION	AMOUNT
Streets	4224	Patching Materials	Asphalt cost has increased significantly in recent years (75% increase since 2014). Additionally, a public works initiative to increase thin overlays in-house with paver unit is dependent on an increase to asphalt budget.	\$ 37,500
Streets	4228	Salt/Sand	Salt cost per state bid has increased 74% since 2014. Increase is necessary to ensure an adequate supply of salt coinciding with increased lane miles and rising costs.	\$ 32,500
Streets	4385	Street Lights	Increase to reflect actual electric expenditures incurred	\$ 13,000
Streets	4410	Contracted Services	Contracted curb work, crack filling, striping/crosswalks and tree work rates have increased	\$ 23,500
Streets	4452	Subscription & Dues	Decrease to reflect actual expenditures incurred. Previous recertification fees moved to Storm Water Fund.	\$ (3,500)
Fleet	4221	Shop Parts	Shop part price increases and increased scope of repairs	\$ 5,000
Fleet	4300	Professional Services	Increase to reflect actual expenditures incurred	\$ 5,700
Fleet	4300	Professional Services	PreCise Truck GPS and analytic hardware	\$ 10,500
Fleet	4321	Telephone	Annual PreCise GPS service	\$ 1,920
Fleet	4363	Auto Insurance	Auto insurance premium. LMCIT suggests cities allow for possible rate increases in the range of 5-10%. An 8% increase has been assumed (\$3,194). An additional assumption of three \$1,000 deductibles (\$3,000) has been added based on an historical average.	\$ 720
Fleet	4370	Uniforms	Uniform allowance for 2.0 FTE (compared to previous 1.5 FTE in 2020)	\$ 190
Fleet	4410	Contracted Services	Price increases for fire vehicle repairs and inspections	\$ 6,000
Fleet	4452	Subscription & Dues	Decrease to reflect actual expenditures incurred. Previous Cartegraph Fleet Management fees allocated to various departments within professional services.	\$ (4,500)
Government Buildings	41xx	Personal Services	Maximum hourly rate of pay increase to \$19/hour for seasonals, temporaries, and interns	\$ 1,791
Government Buildings	4321	Telephone	Increase in the price of phone and internet service	\$ 1,136
Government Buildings	4322	Postage	Increase in the price of postage	\$ 500
Government Buildings	4361	Insurance	General liability, property, and excess liability insurance premium. LMCIT suggests cities allow for possible rate increases in the range of 5-9%. An 8% increase has been assumed.	\$ 26,520
Government Buildings	4381	Electricity	Increase to account for trending amounts in 2021 and 2022	\$ 28,500
Government Buildings	4410	Contracted Services	Elimination of contracted building cleaning service	\$ (75,000)
Government Buildings	4452	Subscriptions & Dues	Increase to account for actual expenditures incurred for newspaper subscription	\$ 200
Parks	41xx	Personal Services	Maximum hourly rate of pay increase to \$19/hour for seasonals, temporaries, and interns. Increase in hours to accommodate additional seasonal worker.	\$ 24,134
Parks	4382	Utilities	Increase to account for actual expenditures incurred for irrigation at city parks	\$ 15,000
Others	4905	Contingency	Increase to account for unknowns	\$ 5,489
Others	4910	Operating Transfers	Transfer to Capital Equipment Replacement Fund as identified in 2024-2027 Financial Plan	\$ 150,000

Total 2024 Adjustments Requested \$ 523,665

Increase in General Fund Base Budget	\$ 442,664
Increase in Non-Property Tax General Fund Revenues	\$ (141,030)
Use of General Fund Reserves	\$ (150,000)
Increase in Rookery Activity Center	\$ 175,000
Increase in Blue Heron Days Levy	\$ 10,000
Increase in Capital Equipment Levy	\$ 275,000
Increase in Capital Fire Water Tender Levy	\$ 248,820
Increase in Pavement Management Levy	\$ 129,554
Decrease in Existing Debt	\$ (286,660)

Total 2024 Tax Levy Increase \$ 1,227,013

REQUEST FOR PERSONAL SERVICE CHANGES

Department: Community Development	Supervisor: Michael Grochala
Position Title: Community Development Specialist	Budget Impact: \$88,204

Justification for change:

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

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

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

Costs:

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

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

CITY OF LINO LAKES
2024 PROPOSED GENERAL FUND EXPENDITURES

DEPT#	DESCRIPTION	Actual 2021	Actual 2022	Adopted 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	\$ Increase/ Decrease	% Increase/ Decrease
ADMINISTRATION									
401	MAYOR AND COUNCIL	90,924	106,237	104,155	107,169	2,105	109,274	5,119	4.91%
402	ADMINISTRATION	545,472	650,970	682,512	712,764	0	712,764	30,252	4.43%
403	ELECTIONS	16,445	36,374	20,750	20,750	28,250	49,000	28,250	136.14%
405	CHARTER ADMINISTRATION	302	191	7,463	7,463	1,457	8,920	1,457	19.52%
407	FINANCE	666,793	621,219	686,582	708,810	40,030	748,840	62,258	9.07%
414	LEGAL CONSULTANTS	119,890	117,340	138,000	138,000	0	138,000	0	0.00%
TOTAL ADMINISTRATION		1,439,826	1,532,331	1,639,462	1,694,956	71,842	1,766,798	127,336	7.77%
COMMUNITY DEVELOPMENT									
415	ECONOMIC DEVELOPMENT	115,285	89,317	125,284	125,757	(27,622)	98,135	(27,149)	(21.67%)
416	PLANNING AND ZONING	134,705	130,356	174,211	181,529	0	181,529	7,318	4.20%
417	ENGINEERING	114,139	99,888	96,354	96,354	1,109	97,463	1,109	1.15%
418	COMMUNITY DEVELOPMENT	231,344	187,960	202,022	217,726	90,956	308,682	106,660	52.80%
461	ENVIRONMENTAL	48,674	50,394	60,364	63,058	2,465	65,523	5,159	8.55%
462	SOLID WASTE ABATEMENT	58,096	61,290	82,214	82,146	5,271	87,417	5,203	6.33%
463	FORESTRY	75,478	109,054	82,189	84,515	0	84,515	2,326	2.83%
TOTAL COMMUNITY DEVELOPMENT		777,721	728,259	822,638	851,085	72,179	923,264	100,626	12.23%
PUBLIC SAFETY									
420	POLICE PROTECTION	4,013,620	4,460,383	4,768,078	5,019,096	38,181	5,057,277	289,199	6.07%
421	FIRE PROTECTION	558,785	848,628	959,909	1,057,125	15,781	1,072,906	112,997	11.77%
422	BUILDING INSPECTIONS	400,905	420,178	503,763	536,978	100	537,078	33,315	6.61%
TOTAL PUBLIC SAFETY		4,973,310	5,729,189	6,231,750	6,613,199	54,062	6,667,261	435,511	6.99%
PUBLIC SERVICES									
430	STREETS	971,377	1,021,982	998,965	1,024,231	121,782	1,146,013	147,048	14.72%
431	FLEET MANAGEMENT	530,373	724,128	664,251	678,531	25,530	704,061	39,810	5.99%
432	GOVERNMENT BUILDINGS	529,687	580,010	572,410	640,434	(16,353)	624,081	51,671	9.03%
450	PARKS	1,083,192	740,757	1,013,940	1,042,645	39,134	1,081,779	67,839	6.69%
451	RECREATION	34,745	45,093	0	0	0	0	0	#DIV/0!
TOTAL PUBLIC SERVICES		3,149,374	3,111,970	3,249,566	3,385,841	170,093	3,555,934	306,368	9.43%
OTHERS									
499	CONTINGENCY/TRANSFERS/OTHERS	951,113	321,750	234,000	75,000	155,489	230,489	(3,511)	(1.50%)
TOTAL OTHERS		951,113	321,750	234,000	75,000	155,489	230,489	(3,511)	(1.50%)
TOTAL GENERAL FUND EXPENDITURES		11,291,344	11,423,499	12,177,416	12,620,081	523,665	13,143,746	966,330	7.94%

CITY OF LINO LAKES

MAYOR AND COUNCIL (101-401)

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

CITY OF LINO LAKES

ADMINISTRATION (101-402)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
PERSONAL SERVICES								
SALARIES	4101-000	414,555	495,424	501,184	532,813	0	532,813	100% City Administrator
OVERTIME	4102-000	0	0	0	0	0	0	100% Human Resources and Communications Manager
TEMPORARIES	4106-000	11,131	14,540	0	0	0	0	100% Communications Specialist*
WELLNESS PROGRAM	4108-000	0	0	720	0	0	0	100% City Clerk
PERA	4121-000	31,590	34,315	37,589	39,961	0	39,961	100% Deputy City Clerk
SOCIAL SECURITY	4122-000	32,145	35,673	38,341	40,760	0	40,760	*\$20,000 Transfer from the Cable TV/Communication Fund
ICMA EMPLOYER	4123-000	1,739	1,725	1,604	0	0	0	
HEALTH INSURANCE	4131-000	19,161	19,987	26,927	22,853	0	22,853	
LIFE & DISABILITY INSURANCE	4133-000	1,338	1,088	1,153	1,175	0	1,175	
DENTAL INSURANCE	4134-000	1,079	944	3,062	3,062	0	3,062	
VEHICLE ALLOWANCE	4135-000	0	0	0	0	0	0	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	2,147	3,280	4,152	4,360	0	4,360	
		514,884	606,976	614,732	644,984	0	644,984	
SUPPLIES								
OFFICE SUPPLIES	4200-000	5	11	0	0	0	0	
		5	11	0	0	0	0	
OTHER SERVICES AND CHARGES								
PROFESSIONAL SERVICES	4300-000	9,410	18,243	13,900	13,900	0	13,900	Drug/Alcohol Testing, Pre-employment Assessments, Training, Web Consulting
LABOR CONSULTANTS	4310-000	2,684	2,279	9,000	9,000	0	9,000	Labor Relations, Employment Law, Contract Negotiations, Arbitration
TELEPHONE	4321-000	540	1,035	1,080	1,080	0	1,080	Cell Phone Reimbursement
TRAVEL & TUITION	4330-000	4,302	7,688	8,500	8,500	0	8,500	LMC Conference, ICMA Conference, MAMA Meetings, MCMA Conference, MPELRA Conferences, TCHRA Conference, NPELRA Webinars, City Clerk Certification, MCFOA Conference, Tuition Reimbursement
PRINTING & PUBLISHING	4340-000	1,101	2,313	2,500	2,500	0	2,500	Legal Publications, Employment Ads, etc.
		18,036	31,558	34,980	34,980	0	34,980	
CONTRACTUAL SERVICES								
CONTRACTED SERVICES	4410-000	9,951	10,037	29,800	29,800	0	29,800	CivicPlus Website, American Legal Online City Code, Document Destruction, TASC, NeoGov, Optum
SUBSCRIPTIONS & DUES	4452-000	2,596	2,388	3,000	3,000	0	3,000	MAMA, ICMA, MCMA, MCFOA, MPELRA, IPMA-HR, TCHRA, SHRM, Chain of Lakes Rotary, Dropbox, Notary
		12,548	12,425	32,800	32,800	0	32,800	
TOTAL ADMINISTRATION		545,472	650,970	682,512	712,764	0	712,764	

CITY OF LINO LAKES

ELECTIONS (101-403)

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

CITY OF LINO LAKES

CHARTER ADMINISTRATION (101-405)

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

CITY OF LINO LAKES

FINANCE (101-407)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
PERSONAL SERVICES								
SALARIES	4101-000	241,458	239,279	237,715	258,774	0	258,774	85% Finance Director 100% Accountant 75% Accounting Clerk II
OVERTIME	4102-000	0	464	0	0	0	0	
TEMPORARIES	4106-000	0	0	0	0	0	0	
WELLNESS PROGRAM	4108-000	345	203	720	0	0	0	
PERA	4121-000	18,014	17,727	17,829	19,408	0	19,408	
SOCIAL SECURITY	4122-000	17,570	17,464	18,185	19,796	0	19,796	
ICMA EMPLOYER CONTRIBUTION	4123-000	0	0	0	0	0	0	
HEALTH INSURANCE	4131-000	33,882	28,456	26,164	24,715	0	24,715	
LIFE & DISABILITY INSURANCE	4133-000	881	591	628	659	0	659	
DENTAL INSURANCE	4134-000	1,213	1,034	1,592	1,592	0	1,592	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	1,262	1,508	1,969	2,086	0	2,086	
		314,624	306,726	304,802	327,030	0	327,030	
SUPPLIES								
OFFICE SUPPLIES	4200-000	280	987	1,000	1,000	0	1,000	Accounts Payable Checks, W-2 Forms, 1099 Forms, Other Financial Forms
		280	987	1,000	1,000	0	1,000	
OTHER SERVICES AND CHARGES								
PROFESSIONAL SERVICES	4300-000	373	500	0	0	0	0	
AUDITOR	4308-000	17,668	14,666	20,500	20,500	(3,000)	17,500	General Fund Portion of Independent Annual Audit
OTHER CONSULTANTS	4310-000	236,251	196,225	247,600	247,600	42,710	290,310	Metro-INET Services, Programs & Support, Springbrook Financial Software Annual Maintenance, OPG-3 CCP
TRAVEL & TUITION	4330-000	1,995	1,756	6,000	6,000	0	6,000	MNGFOA Conference, Continuing Professional Education, Other Finance Trainings, Tuition Reimbursement
PRINTING & PUBLISHING	4340-000	1,012	1,064	1,100	1,100	0	1,100	Publish Budget and Financial Reports
TRUTH IN TAXATION	4342-000	2,010	2,079	2,180	2,180	320	2,500	City Share of Property Specific Notices
PAYMENT PROCESSING	4345-000	473	1,037	2,000	2,000	0	2,000	Credit Card Processing Fees and Other Finance Charges
		259,783	217,327	279,380	279,380	40,030	319,410	
CONTRACTUAL SERVICES								
CONTRACTED SERVICES	4410-000	90,810	94,937	100,000	100,000	0	100,000	Assessing Services - Anoka County - Based on Number of Parcels, Classification, and (Un)/Improved
SUBSCRIPTIONS & DUES	4452-000	1,297	1,242	1,400	1,400	0	1,400	MNGFOA Membership, GFOA Membership, Certificate of Achievement Program, MN Board of Accountancy, MNCPA Membership, MCFOA Membership
		92,107	96,179	101,400	101,400	0	101,400	
TOTAL FINANCE		666,793	621,219	686,582	708,810	40,030	748,840	

CITY OF LINO LAKES

LEGAL CONSULTANTS (101-414)

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

CITY OF LINO LAKES

ECONOMIC DEVELOPMENT (101-415)

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

CITY OF LINO LAKES

PLANNING AND ZONING (101-416)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
PERSONAL SERVICES								
SALARIES	4101-000	91,016	95,035	99,863	105,686	0	105,686	100% Planner
OVERTIME	4102-000	0	0	0	0	0	0	
WELLNESS PROGRAM	4108-000	0	0	0	0	0	0	
PERA	4121-000	6,794	7,115	7,490	7,926	0	7,926	
SOCIAL SECURITY	4122-000	6,698	7,010	7,640	8,085	0	8,085	
HEALTH INSURANCE	4131-000	7,461	7,849	8,064	8,453	0	8,453	
LIFE & DISABILITY INSURANCE	4133-000	337	253	265	265	0	265	
DENTAL INSURANCE	4134-000	540	539	612	612	0	612	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	524	615	827	1,052	0	1,052	
		113,369	118,416	124,761	132,079	0	132,079	
SUPPLIES								
OFFICE SUPPLIES	4200-000	159	0	200	200	0	200	Public/Advisory Meeting Supplies
		159	0	200	200	0	200	
OTHER SERVICES AND CHARGES								
PROFESSIONAL SERVICES	4300-000	7,054	3,275	7,950	7,950	0	7,950	Legal Assistance - Ordinance Updates, GIS Mapping Updates - FEMA/Zoning/Other Workshops - \$250 MnAPA Conference - \$500 P&Z Workshops (7 Members) - \$400 Misc Mileage - \$150 Computer Training - \$150
TRAVEL & TUITION	4330-000	130	119	1,450	1,450	0	1,450	
BOARD STIPEND	4331-000	5,975	4,775	6,600	6,600	0	6,600	Commissioners - 6 @ \$75 x 12 mtgs, Chair \$100 x 12 mtgs
PRINTING & PUBLISHING	4340-000	287	32	250	250	0	250	Maps, Non-Chargeable Hearing Notices
		13,445	8,201	16,250	16,250	0	16,250	
CONTRACTUAL SERVICES								
CONTRACTED SERVICES	4410-000	7,078	3,045	32,300	32,300	0	32,300	Ord Updates (exp in Fund 484 Comp Plan Update) - \$20,000 Permit Works Annual Maintenance - \$2,400 ArcGIS & Blue Beam Annual Maintenance - \$610 Misc Deliveries/Other - \$290 Consultant Services - Small Area Plans - 60 hrs @ \$150/hr
SUBSCRIPTIONS & DUES	4452-000	653	694	700	700	0	700	APA Membership, Misc Reference Materials
		7,731	3,739	33,000	33,000	0	33,000	
TOTAL PLANNING AND ZONING		134,705	130,356	174,211	181,529	0	181,529	

CITY OF LINO LAKES

ENGINEERING (101-417)

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

CITY OF LINO LAKES

COMMUNITY DEVELOPMENT (101-418)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
PERSONAL SERVICES								
SALARIES	4101-000	183,780	145,467	155,453	168,775	67,978	236,753	70% Community Development Director 100% Community Development Specialist 100% Administrative Assistant
OVERTIME	4102-000	127	0	0	0	0	0	
WELLNESS PROGRAM	4108-000	480	504	504	504	0	504	
PERA	4121-000	13,723	10,910	11,659	12,658	5,098	17,756	
SOCIAL SECURITY	4122-000	13,881	11,076	11,892	12,911	5,201	18,112	
ICMA EMPLOYER CONTRIBUTION	4123-000	0	0	257	0	0	0	
HEALTH INSURANCE	4131-000	11,061	10,795	10,584	10,973	8,453	19,426	
LIFE & DISABILITY INSURANCE	4133-000	579	325	419	432	185	617	
DENTAL INSURANCE	4134-000	539	494	1,041	1,042	612	1,654	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	928	955	1,488	1,706	677	2,383	
		225,099	180,526	193,297	209,001	88,204	297,205	
SUPPLIES								
OFFICE SUPPLIES	4200-000	30	176	100	100	0	100	
		30	176	100	100	0	100	
OTHER SERVICES AND CHARGES								
PROFESSIONAL SERVICES	4300-000	5,318	6,161	7,000	7,000	0	7,000	DataLink (GIS) Annual Service and Maintenance - \$5,000 Mapping and Database Design - \$2,000
TRAVEL & TUITION	4330-000	149	214	900	900	700	1,600	Seminars, Conference, Training & Mileage
PRINTING & PUBLISHING	4340-000	46	161	0	0	0	0	
		5,513	6,536	7,900	7,900	700	8,600	
CONTRACTUAL SERVICES								
CONTRACTED SERVICES	4410-000	0	0	0	0	1,352	1,352	Bluebeam Annual Maintenance, ESRI
SUBSCRIPTIONS & DUES	4452-000	702	722	725	725	700	1,425	APA/AICP Membership
		702	722	725	725	2,052	2,777	
TOTAL COMMUNITY DEVELOPMENT		231,344	187,960	202,022	217,726	90,956	308,682	

CITY OF LINO LAKES

ENVIRONMENTAL (101-461)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
PERSONAL SERVICES								
SALARIES	4101-000	28,952	24,236	25,525	27,751	0	27,751	30% Environmental Coordinator
OVERTIME	4102-000	0	0	0	0	0	0	Temporaries: Seasonal Position
TEMPORARIES	4106-000	5,264	11,228	15,300	15,300	1,800	17,100	
WELLNESS PROGRAM	4108-000	0	0	0	0	0	0	
PERA	4121-000	2,159	1,832	1,914	2,081	0	2,081	
SOCIAL SECURITY	4122-000	2,608	2,687	3,123	3,293	138	3,431	
ICMA EMPLOYER CONTRIBUTION	4123-000	0	0	0	0	0	0	
HEALTH INSURANCE	4131-000	2,798	2,355	2,419	2,536	0	2,536	
LIFE & DISABILITY INSURANCE	4133-000	108	66	79	84	0	84	
DENTAL INSURANCE	4134-000	202	162	184	184	0	184	
WORKER'S COMPENSATION	4151-000	159	228	420	429	18	447	
		42,250	42,794	48,964	51,658	1,956	53,614	
SUPPLIES								
OFFICE SUPPLIES	4200-000	0	0	0	0	0	0	Chemicals, Seed, etc. (Includes Blue Heron Rookery Supplies)
MAINTENANCE SUPPLIES	4211-000	442	0	700	700	0	700	
SMALL TOOLS	4240-000	303	66	300	300	0	300	
		744	66	1,000	1,000	0	1,000	
OTHER SERVICES AND CHARGES								
PROFESSIONAL SERVICES	4300-000	982	447	1,000	1,000	0	1,000	Ecologist, Hydrologist - Environmental Reviews/Research & Development, Resource Management Planning
TELEPHONE	4321-000	380	349	400	400	0	400	Staff Cell Phone
TRAVEL & TUITION	4330-000	717	1,243	1,100	1,100	400	1,500	Various Training Seminars, Conferences, Mileage - 1 Staff & Environmental Board, Wetland Delineation Training
BOARD STIPEND	4331-000	3,600	4,525	6,600	6,600	0	6,600	Commissioners - 6 @ \$75 x 12 mtgs, Chair \$100 x 12 mtgs
		5,679	6,564	9,100	9,100	400	9,500	
CONTRACTUAL SERVICES								
CONTRACTED SERVICES	4410-000	0	919	1,000	1,000	109	1,109	ArcGIS Annual Maintenance - \$1,000 Bluebeam Annual Maintenance - \$109
SUBSCRIPTIONS & DUES	4452-000	0	51	300	300	0	300	Professional Memberships - ISA, MWPA, Tree Care
		0	970	1,300	1,300	109	1,409	
TOTAL ENVIRONMENTAL		48,674	50,394	60,364	63,058	2,465	65,523	

CITY OF LINO LAKES

SOLID WASTE ABATEMENT (101-462)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
PERSONAL SERVICES								
SALARIES	4101-000	19,301	16,157	17,017	18,500	0	18,500	20% Environmental Coordinator
OVERTIME	4102-000	0	0	1,600	0	0	0	Temporaries: Recycling Intern
TEMPORARIES	4106-000	12,891	16,554	25,636	25,636	3,016	28,652	
WELLNESS PROGRAM	4108-000	0	0	0	0	0	0	
PERA	4121-000	1,602	1,711	1,396	1,388	0	1,388	
SOCIAL SECURITY	4122-000	2,456	2,485	3,385	3,376	231	3,607	
ICMA EMPLOYER	4123-000	0	0	0	0	0	0	
HEALTH INSURANCE	4131-000	1,865	1,570	1,613	1,691	0	1,691	
LIFE & DISABILITY INSURANCE	4133-000	72	44	58	61	0	61	
DENTAL INSURANCE	4134-000	135	108	122	122	0	122	
WORKER'S COMPENSATION	4151-000	154	210	367	352	24	376	
		38,476	38,839	51,194	51,126	3,271	54,397	
SUPPLIES								
OFFICE SUPPLIES	4200-000	713	922	1,100	1,100	0	1,100	Recycling Day Supplies, Corn Roast Trash Bags
MAINTENANCE SUPPLIES	4211-000	0	0	0	0	0	0	
		713	922	1,100	1,100	0	1,100	
OTHER SERVICES AND CHARGES								
PROFESSIONAL SERVICES	4300-000	0	0	0	0	0	0	
TRAVEL & TUITION	4330-000	669	398	220	220	0	220	Association of Recycling Managers Workshops
PRINTING & PUBLISHING	4340-000	2,202	2,327	7,000	7,000	0	7,000	Notices for Recycling Days, Earth Day, Etc.
NEWSLETTER	4343-000	0	1,739	0	0	2,000	2,000	
		2,870	4,464	7,220	7,220	2,000	9,220	
CONTRACTUAL SERVICES								
CONTRACTED SERVICES	4410-000	16,036	17,065	22,700	22,700	0	22,700	Recycling & Earth Day Vendors, Organics Service
		16,036	17,065	22,700	22,700	0	22,700	
TOTAL SOLID WASTE ABATEMENT		58,096	61,290	82,214	82,146	5,271	87,417	

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

CITY OF LINO LAKES

FORESTRY (101-463)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
PERSONAL SERVICES								
SALARIES	4101-000	28,952	20,197	21,271	23,125	0	23,125	25% Environmental Coordinator
OVERTIME	4102-000	0	0	0	0	0	0	
TEMPORARIES	4106-000	0	0	0	0	0	0	
WELLNESS PROGRAM	4108-000	0	0	0	0	0	0	
PERA	4121-000	2,158	1,540	1,595	1,734	0	1,734	
SOCIAL SECURITY	4122-000	2,234	1,523	1,627	1,769	0	1,769	
ICMA EMPLOYER	4123-000	0	0	0	0	0	0	
HEALTH INSURANCE	4131-000	2,798	1,962	2,016	2,113	0	2,113	
LIFE & DISABILITY INSURANCE	4133-000	108	54	68	73	0	73	
DENTAL INSURANCE	4134-000	202	135	153	153	0	153	
WORKER'S COMPENSATION	4151-000	1,251	1,160	1,829	1,918	0	1,918	
		37,704	26,571	28,559	30,885	0	30,885	
SUPPLIES								
MAINTENANCE SUPPLIES	4211-000	513	2,655	3,000	3,000	0	3,000	Fertilizers, Staking Material, EAB Chemicals - Treat 100 Ash Annually - 3 Yr Cycle
SMALL TOOLS	4240-000	98	329	250	250	0	250	
		611	2,984	3,250	3,250	0	3,250	
OTHER SERVICES AND CHARGES								
UNIFORMS	4370-000	373	373	380	380	0	380	
		373	373	380	380	0	380	
CONTRACTUAL SERVICES								
CONTRACTED SERVICES	4410-000	36,790	78,938	50,000	50,000	0	50,000	Damaged/Diseased Tree Removal/Oakwilt Control - \$7,500 Emerald Ash Borer Tree Replacement Program - \$35,000 Blvd Tree Replacement - \$7,500
RENTED EQUIPMENT	4415-000	0	188	0	0	0	0	
		36,790	79,126	50,000	50,000	0	50,000	
TOTAL FORESTRY		75,478	109,054	82,189	84,515	0	84,515	

CITY OF LINO LAKES

POLICE (101-420)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
PERSONAL SERVICES								
SALARIES	4101-000	2,654,929	2,952,116	3,106,463	3,276,864	0	3,276,864	85% Public Safety Director 100% Deputy Director Police
OVERTIME	4102-000	148,513	121,915	76,600	100,000	0	100,000	85% Public Safety Captain
TEMPORARIES	4106-000	0	11,524	15,600	15,600	0	15,600	5 - 100% Sergeants
WELLNESS PROGRAM	4108-000	720	1,003	1,440	1,500	0	1,500	20 - 100% Patrol Officers
PERA	4121-000	462,953	498,793	532,026	565,743	0	565,743	2 - 100% Records Techs 3 - 0.5 FTE Community Service Officers
SOCIAL SECURITY	4122-000	53,429	61,470	66,420	69,586	0	69,586	85% Administrative Assistant 100% Investigative Assistant
ICMA EMPLOYER	4123-000	4,174	4,133	3,604	0	0	0	
HEALTH INSURANCE	4131-000	293,827	294,892	315,337	320,891	0	320,891	Overtime: Patrol, Court, Training, Special Events, DWI Enforcement
LIFE & DISABILITY INSURANCE	4133-000	9,020	6,789	7,703	7,876	0	7,876	
DENTAL INSURANCE	4134-000	12,970	13,381	19,324	19,324	0	19,324	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	Temporaries: Background Investigators
WORKER'S COMPENSATION	4151-000	118,816	193,324	316,726	334,877	0	334,877	
		3,759,351	4,159,340	4,461,243	4,712,261	0	4,712,261	
SUPPLIES								
OFFICE SUPPLIES	4200-000	6,702	6,085	8,100	8,100	0	8,100	Business Cards, Letterhead and Envelopes, Toner/Printer Cartridges, Paper, DVD Discs, Misc Supplies, Ticketwriter Paper Rolls
MAINTENANCE SUPPLIES	4211-000	14,140	15,419	19,200	19,200	0	19,200	Ammo, Taser Supplies, Range Supplies, Simunition, DMT Gas, Property Evidence Supplies, N95 Masks
YOUTH PROGRAMS	4213-000	541	2,856	1,700	1,700	1,610	3,310	Supplies, Youth Safety Camp, Firearms Safety Camp, Snowmobile Safety, Explorers, Junior Citizen's Academy
CRIME PREVENTION/SAFETY	4214-000	4,212	3,869	6,400	6,400	0	6,400	Night to Unite, Volunteer Appreciation, Open House, Promotional Materials, Volunteer Clothing, Citizens Academy Supplies and Shirts, CERT
SMALL TOOLS	4240-000	13,569	30,520	33,400	33,400	12,102	45,502	Tasers, Computers & Peripherals, Equipment Replacement
		39,164	58,749	68,800	68,800	13,712	82,512	
OTHER SERVICES AND CHARGES								
PROFESSIONAL SERVICES	4300-000	6,913	11,626	8,740	8,740	2,930	11,670	Critical Incident Debriefing, POST License Renewal, Employee Mental Health Program
TELEPHONE	4321-000	22,116	23,015	23,360	23,360	1,400	24,760	Cell Phones, Mobile Hot Spot, Cell Stipend
POSTAGE	4322-000	908	809	1,000	1,000	0	1,000	
TRAVEL & TUITION	4330-000	43,697	45,325	45,250	45,250	3,505	48,755	Anoka Chief, POST Mandate, Range Fees, Conference, IACP, Instructor Training, K-9 Conference, EMR Training, Tuition Reimbursement, LMC Patrol
INSURANCE	4360-000	51,868	52,897	60,720	60,720	3,530	64,250	Police Liability Insurance
UNIFORMS	4370-000	35,248	40,231	38,265	38,265	1,758	40,023	Uniform Allowance (Officers, Sergeants, Admin), CSO Uniforms, Ballistic Vests, Replacement Uniforms
ELECTRICITY	4381-000	409	417	420	420	0	420	Emergency Siren Electricity
RESERVES	4386-000	1,726	2,297	2,000	2,000	0	2,000	Uniforms, Equipment, Training, Supplies
		162,886	176,617	179,755	179,755	13,123	192,878	
CONTRACTUAL SERVICES								
CONTRACTED SERVICES	4410-000	48,078	64,102	56,830	56,830	11,102	67,932	RMS - JLEC, 800 MHz Contract, State of MN CJDN, Emergency Sirens, LEXIPOL, Target Solutions, Shredding, Otter Lake Animal Hospital, Video Redaction Subscription, DETOX Dakota County, Metro Sales, Schedule Anywhere, 3SI Security, Midwest Radar
SUBSCRIPTIONS & DUES	4452-000	1,041	1,575	1,450	1,450	244	1,694	Professional Memberships & Subscriptions: IACP, MCPA, MN Criminal Intelligence Association, MAPET, MACIA, PLEAA, Tri-County, FBI NA, PERF
		49,119	65,677	58,280	58,280	11,346	69,626	
CAPITAL OUTLAY								
EQUIPMENT	5000-000	3,100	0	0	0	0	0	
		3,100	0	0	0	0	0	
TOTAL POLICE DEPARTMENT		4,013,620	4,460,383	4,768,078	5,019,096	38,181	5,057,277	

CITY OF LINO LAKES

FIRE (101-421)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	Base	Adjustments	Proposed 2024	Budget Detail
					Budget 2024	Requested 2024		
PERSONAL SERVICES								
SALARIES	4101-000	293,581	263,467	276,214	294,952	0	294,952	15% Public Safety Director
OVERTIME	4102-000	1,387	257	2,000	500	0	500	100% Deputy Director Fire
PART-TIME WAGES	4103-000	0	102,779	184,013	198,493	0	198,493	15% Public Safety Captain
PAID ON CALL FIREFIGHTERS	4104-000	0	101,647	83,000	137,000	0	137,000	15% Administrative Assistant
WELLNESS PROGRAM	4108-000	0	0	0	0	0	0	100% Fire Lieutenant/Fire Inspector
FIRE STIPEND	4109-000	18,971	10,047	9,850	10,234	0	10,234	Part-time Daytime Duty Crew Firefighters - 12 hr shifts, 5 days/week
PERA	4121-000	35,893	52,920	63,870	68,006	0	68,006	Paid-On-Call Firefighters - Calls/Training Drills/Command Stipends
SOCIAL SECURITY	4122-000	12,666	20,606	25,162	30,698	0	30,698	
ICMA EMPLOYER	4123-000	0	0	0	0	0	0	
HEALTH INSURANCE	4131-000	22,047	24,430	25,633	26,378	0	26,378	Stipend: Cross-trained Fire/Rescue
LIFE & DISABILITY INSURANCE	4133-000	667	575	688	709	0	709	
DENTAL INSURANCE	4134-000	804	775	1,501	1,501	0	1,501	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	41,290	60,752	83,585	84,261	0	84,261	
		427,307	638,255	755,516	852,732	0	852,732	
SUPPLIES								
OFFICE SUPPLIES	4200-000	901	1,637	1,600	1,600	0	1,600	Paper, Toner/Printer Cartridges, Business Cards, Pens
MAINTENANCE SUPPLIES	4211-000	5,824	3,052	7,675	7,675	0	7,675	Foam, Saw Blades, Floor Dry, Batteries, N95 Masks
YOUTH PROGRAM	4213-000	0	1,360	1,000	1,000	0	1,000	Safety Camp
FIRE PREVENTION	4214-000	1,271	3,150	3,000	3,000	0	3,000	Citizen Academy, Marketing Materials
SMALL TOOLS	4240-000	15,601	12,462	37,500	37,500	0	37,500	Rescue Tool Replacement and Repairs, Computers
		23,597	21,661	50,775	50,775	0	50,775	
OTHER SERVICES AND CHARGES								
PROFESSIONAL SERVICES	4300-000	5,082	5,879	7,660	7,660	1,865	9,525	FF Certification, FF Licensure, Hepatitis Vaccination Series, Medical/Drug Exam, Employee Mental Health Program
TELEPHONE	4321-000	2,172	2,775	3,850	3,850	600	4,450	Cell Phones, Mobile Hot Spot, Cell Stipend, Air Cards
POSTAGE	4322-000	13	1,333	1,000	1,000	0	1,000	
TRAVEL & TUITION	4330-000	39,604	38,024	40,000	40,000	2,800	42,800	Fire Inc., Training Supplies, Medical Training, AWAIR/OSHA Training Staff Development, Conference, FF1, FF2, HazMat Initial Training
PRINTING & PUBLISHING	4340-000	0	500	1,000	1,000	0	1,000	Marketing Materials
UNIFORMS	4370-000	28,624	99,450	61,500	61,500	0	61,500	New Hire Turn-out & Wildland Fire Gear, Misc Uniform Items, Turn-out Gear Replacement
		75,495	147,961	115,010	115,010	5,265	120,275	
CONTRACTUAL SERVICES								
CONTRACTED SERVICES	4410-000	30,605	39,396	37,088	37,088	10,516	47,604	Ladder Testing, SCBA Flow Testing, PSDS, Dispatch Application, Foam System Service, Pump Testing, Pump Service, Aerial Service, LEXIPOL, Vector, Accessory Svc for Fans, Generators, Extraction, and Saws, Alex Air Compressor Annual Maintenance & Test, Transunion Backgrounds, Motorola 800 MHz Contract, Archive Social
SUBSCRIPTIONS & DUES	4452-000	1,781	1,355	1,520	1,520	0	1,520	MN IAAI, Metro Fire Chiefs, Anoka Co. Fire Protection Assn, MSFCA, International Assn
		32,386	40,751	38,608	38,608	10,516	49,124	
CAPITAL OUTLAY								
EQUIPMENT	5000-000	0	0	0	0	0	0	
		0	0	0	0	0	0	
TOTAL FIRE DEPARTMENT		558,785	848,628	959,909	1,057,125	15,781	1,072,906	

CITY OF LINO LAKES

BUILDING INSPECTIONS (101-422)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	Base	Adjustments	Proposed 2024	Budget Detail
					Budget 2024	Requested 2024		
PERSONAL SERVICES								
SALARIES	4101-000	262,856	291,149	348,075	376,353	0	376,353	100% Building Official
OVERTIME SALARIES	4102-000	4,230	201	0	0	0	0	2 - 100% Building Inspectors
TEMPORARIES	4106-000	1,200	0	0	0	0	0	100% Building Permit Technician
WELLNESS PROGRAM	4108-000	399	400	720	0	0	0	50% Office Specialist
PERA	4121-000	19,920	21,664	26,106	28,227	0	28,227	
SOCIAL SECURITY	4122-000	19,701	21,253	26,628	28,791	0	28,791	
ICMA EMPLOYER	4123-000	0	0	0	0	0	0	
HEALTH INSURANCE	4131-000	35,430	41,904	43,112	44,204	0	44,204	
LIFE & DISABILITY INSURANCE	4133-000	1,005	769	929	977	0	977	
DENTAL INSURANCE	4134-000	1,101	1,416	2,756	2,756	0	2,756	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	1,401	2,034	3,407	3,640	0	3,640	
		347,244	380,790	451,733	484,948	0	484,948	
SUPPLIES								
OFFICE SUPPLIES	4200-000	801	1,706	1,500	1,500	0	1,500	Card Stock for Building Permits, Correction Notice Forms, Septic System Pumping Forms, Code Books
SMALL TOOLS	4240-000	169	3,429	150	150	100	250	Gas Monitors (including calibration)
		971	5,135	1,650	1,650	100	1,750	
OTHER SERVICES AND CHARGES								
PROFESSIONAL SERVICES	4300-000	4,735	6,478	6,000	6,000	0	6,000	Permit Works Annual Maintenance & Assistance
TELEPHONE	4321-000	2,328	2,083	2,200	2,200	0	2,200	Inspections Cell Phones & Wi-Fi
TRAVEL & TUITION	4330-000	3,097	1,060	3,300	3,300	0	3,300	Staff Training & Mileage, SSTS Cert
UNIFORMS	4370-000	982	985	1,140	1,140	0	1,140	Building Inspections Staff
		11,142	10,606	12,640	12,640	0	12,640	
CONTRACTUAL SERVICES								
CONTRACTED SERVICES	4410-000	41,549	23,467	37,220	37,220	0	37,220	Large Format Scanning - \$500 Back-Up Inspection Services - \$36,720
SUBSCRIPTIONS & DUES	4452-000	0	180	520	520	0	520	AMBO - \$200, 10K Lakes Chapter - \$125, Inspector Certs
		41,549	23,647	37,740	37,740	0	37,740	
TOTAL BUILDING INSPECTIONS		400,905	420,178	503,763	536,978	100	537,078	

CITY OF LINO LAKES

STREETS (101-430)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
PERSONAL SERVICES								
SALARIES	4101-000	430,104	418,333	466,965	488,150	0	488,150	15% Public Services Director
OVERTIME	4102-000	9,875	11,162	14,000	12,000	0	12,000	20% Public Services Superintendent
ON CALL/PAGER	4105-000	6,222	6,074	5,000	6,000	0	6,000	70% Streets Supervisor
TEMPORARIES	4106-000	17,102	36,329	29,920	29,920	13,400	43,320	5 - 100% General Maintenance Workers 20% Administrative Assistant
WELLNESS PROGRAM	4108-000	0	0	0	0	0	0	Overtime: Snowplowing, Street Repairs, Unforeseen
PERA	4121-000	34,437	33,785	36,447	37,961	0	37,961	Emergencies
SOCIAL SECURITY	4122-000	34,682	34,914	39,465	41,009	1,025	42,034	Temporaries: Seasonal Positions
ICMA EMPLOYER CONTRIBUTION	4123-000	0	101	326	0	0	0	
HEALTH INSURANCE	4131-000	37,944	43,265	48,179	50,293	0	50,293	
LIFE & DISABILITY INSURANCE	4133-000	1,608	1,145	1,299	1,348	0	1,348	
DENTAL INSURANCE	4134-000	2,292	2,296	3,828	3,828	0	3,828	
REEMPLOYMENT INSURANCE	4141-000	0	845	0	0	0	0	
WORKER'S COMPENSATION	4151-000	32,866	37,152	48,986	49,172	1,357	50,529	
		607,132	625,401	694,415	719,681	15,782	735,463	
SUPPLIES								
MAINTENANCE SUPPLIES	4211-000	9,772	9,050	12,000	12,000	0	12,000	Boulevard & Median Maintenance Materials: Geo-fabric, Fertilizers, Pesticides, Irrigation Components, Erosion Prevention and Sediment Control Products, Grass Seed/Sod. Construction Materials: Lumber, Plywood, Screws, Nails, Nuts/Bolts/Washers, Bagged Concrete, Grout, Bentonite, Stakes/Lathe. Equipment Wear Items: Street Sweeper Center Brooms and Gutter Brooms, Plow Blades/Cutting Edges, Ditch Mower Blades, Saw Blades. Safety Items: High Visibility Vests, Shirts, Eye Protection, Ear Protection, Insect Repellent, Sunscreen, Hardhats, Chainsaw PPE. Any Products or Parts Intended for Streets Maintenance and Equipment Electrical Cords, Batteries, Rope, Tape, Cable, Glue, Paints & Solvents, Plumbing
STREET SIGNS	4223-000	9,028	7,967	12,000	12,000	3,000	15,000	Traffic Regulatory Signs, Parking Signs, Warning Signs, Construction Signs, Work Zone Signs, Public Awareness Signs, School Signs, Trail Signs, Reflective Tape/Sheeting, Barricades, Traffic Cones, Sign Posts, Hardware. Any Materials and Supplies Purchased Specifically for the Construction or Maintenance of Signs & Barricades
PATCHING MATERIALS	4224-000	47,459	62,698	50,000	50,000	37,500	87,500	Hot Asphalt, Cold Asphalt (i.e. UPM Bagged and Bulk), Asphalt Emulsion (tack), Crack Fill Material, Detackifier (for Crack Fill Operations)
SALT/SAND	4228-000	66,733	57,021	65,000	65,000	32,500	97,500	Regular Road Salt, Treated Road Salt, Bagged Sidewalk Salt, Sand used for Snow and Ice Management, Any Materials and Supplies Purchased Specifically to Facilitate the use of Salt (Brine or Solid) for Snow and Ice
GRAVEL AND MISCELLANEOUS	4229-000	253	5,482	7,000	7,000	0	7,000	Class V, Sand (not for Winter Operations), Rock, Chip Rock, Rip-rap, Topsoil, Compost, Mulch, and Woodchips
SMALL TOOLS	4240-000	1,442	1,883	4,000	4,000	0	4,000	Rakes, Snow Shovels, Flat Shovels, Spades, Lools, Sprayers, Pitch Forks, Push Brooms, Hand Tools, Power Tools, Tool Boxes & Containers, Jacks, Trailer Jacks, Winches, Chains/Binders, Ratchet Straps, Ladders, Chainsaws, Chainsaw Sharpeners, Weed Whips, Manual/Electric/Gas Engine Pumps, Locks
		134,686	144,101	150,000	150,000	73,000	223,000	
OTHER SERVICES AND CHARGES								
PROFESSIONAL SERVICES	4300-000	9,000	12,300	12,450	12,450	0	12,450	Consulting, Engineering, Hazardous Waste Recycling, Cartegraph
TELEPHONE	4321-000	990	1,147	1,000	1,000	0	1,000	
TRAVEL & TUITION	4330-000	1,752	2,945	5,000	5,000	0	5,000	Staff Training & Mileage
UNIFORMS	4370-000	2,190	1,880	2,600	2,600	0	2,600	
STREET LIGHTS	4385-000	78,528	88,760	82,000	82,000	13,000	95,000	Electricity & Repair of City-Owned Street Lights
		92,461	107,032	103,050	103,050	13,000	116,050	
CONTRACTUAL SERVICES								
CONTRACTED SERVICES	4410-000	117,398	55,609	47,000	47,000	23,500	70,500	Patching/Spray Patching, Dead Deer Removal, Signal Maintenance, Contract Median and Round-A-Bout Maintenance
RENTED EQUIPMENT	4415-000	1,386	739	1,000	1,000	0	1,000	Traffic Control Sign Rental, Crack Fill Kettle, Rented Skid Steer/Toolcat Attachments, Tools, Vehicles, Equipment
SUBSCRIPTIONS & DUES	4452-000	308	0	3,500	3,500	(3,500)	0	
		119,092	56,348	51,500	51,500	20,000	71,500	
CAPITAL OUTLAY								
EQUIPMENT	5000-000	18,007	89,100	0	0	0	0	
		18,007	89,100	0	0	0	0	
TOTAL STREETS		971,377	1,021,982	998,965	1,024,231	121,782	1,146,013	

CITY OF LINO LAKES

FLEET MANAGEMENT (101-431)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
PERSONAL SERVICES								
SALARIES	4101-000	157,839	168,525	197,752	219,874	0	219,874	15% Public Services Director
OVERTIME	4102-000	1,989	2,326	2,000	3,000	0	3,000	20% Public Services Superintendent
TEMPORARIES	4106-000	0	0	0	0	0	0	2 - 100% Mechanic
WELLNESS PROGRAM	4108-000	0	0	0	0	0	0	20% Administrative Assistant
PERA	4121-000	11,892	12,213	14,981	16,716	0	16,716	Overtime: Emergency Repairs, Snowplowing
SOCIAL SECURITY	4122-000	11,023	10,901	15,281	17,050	0	17,050	
ICMA EMPLOYER CONTRIBUTION	4123-000	0	101	326	0	0	0	
HEALTH INSURANCE	4131-000	23,777	24,672	30,460	17,561	0	17,561	
LIFE & DISABILITY INSURANCE	4133-000	573	420	569	622	0	622	
DENTAL INSURANCE	4134-000	1,187	1,083	1,562	1,562	0	1,562	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	4,683	6,178	7,730	8,556	0	8,556	
		212,962	226,419	270,661	284,941	0	284,941	
SUPPLIES								
OFFICE SUPPLIES	4200-000	0	0	0	0	0	0	
MAINTENANCE SUPPLIES	4211-000	5,272	10,297	9,300	9,300	0	9,300	Shop Supplies (Brake Clean, Windex, Paper Towels, Spray Bottles, Penetrating Oils, WD40), Vehicle Washes (\$7,300 - 2 Times/Month Apr-Oct, 4 Times/Month Nov-Mar)
FUELS	4212-000	109,070	191,879	160,000	160,000	0	160,000	Gasoline & Diesel for all City Vehicles (Includes Police/Fire & Equipment)
SHOP PARTS	4221-000	61,583	55,911	65,000	65,000	5,000	70,000	All Replacement Parts to Repair Vehicles, All Maintenance Parts (Including Filters, Bulk Lubricants, Engine Oils, ATF's, Gear Lubes, Coolants, etc.)
SMALL TOOLS	4240-000	4,568	10,395	7,000	7,000	0	7,000	New and/or Replacement Tools for the Shop (Hand tools, Battery Powered Tools, Specialty Tools, etc.)
		180,493	268,482	241,300	241,300	5,000	246,300	
OTHER SERVICES AND CHARGES								
PROFESSIONAL SERVICES	4300-000	41,967	55,890	44,300	44,300	16,200	60,500	Annual DOT Inspections, Annual Boom/Hoist Inspections, Alignments, Repairs, Cartegraph, 2024 - Installation of Precise GPS and Analytic Hardware (\$10,500)
TELEPHONE	4321-000	72	20	0	0	1,920	1,920	GPS Service for Pace Controls
TRAVEL & TUITION	4330-000	0	248	1,500	1,500	0	1,500	Training & Testing to Maintain Required Licenses and Certificates (ASE Certification & Testing, Automotive Training Classes or Seminars)
AUTO INSURANCE	4363-000	44,620	43,266	39,920	39,920	720	40,640	Insurance for Entire Fleet, Including Police & Fire
UNIFORMS	4370-000	760	673	570	570	190	760	
		87,419	100,097	86,290	86,290	19,030	105,320	
CONTRACTUAL SERVICES								
CONTRACTED SERVICES	4410-000	43,320	107,045	60,000	60,000	6,000	66,000	Maintain and Repair Fire Equipment
SUBSCRIPTIONS AND DUES	4452-000	1,500	1,500	6,000	6,000	(4,500)	1,500	ALLData Online Repair Manual Subscription
		44,820	108,545	66,000	66,000	1,500	67,500	
CAPITAL OUTLAY								
EQUIPMENT	5000-000	4,680	20,585	0	0	0	0	
		4,680	20,585	0	0	0	0	
TOTAL FLEET MANAGEMENT		530,373	724,128	664,251	678,531	25,530	704,061	

CITY OF LINO LAKES

GOVERNMENT BUILDINGS (101-432)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
PERSONAL SERVICES								
SALARIES	4101-000	2,080	1,720	23,379	25,184	0	25,184	15% Public Services Director
OVERTIME SALARIES	4102-000	0	0	0	0	0	0	Boiler Tech Endorsement
PART-TIME WAGES	4103-000	0	0	0	53,820	0	53,820	
TEMPORARIES	4106-000	0	6,930	8,330	8,330	1,550	9,880	Part-Time: Custodial Maintenance
WELLNESS PROGRAM	4108-000	0	0	0	0	0	0	Temporaries: Seasonal Position
PERA	4121-000	156	129	1,753	5,925	0	5,925	
SOCIAL SECURITY	4122-000	153	654	2,426	6,681	119	6,800	
ICMA EMPLOYER CONTRIBUTION	4123-000	0	0	326	0	0	0	
HEALTH INSURANCE	4131-000	0	0	1,210	1,268	0	1,268	
LIFE & DISABILITY INSURANCE	4133-000	0	0	68	73	0	73	
DENTAL INSURANCE	4134-000	0	0	92	92	0	92	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	121	674	1,072	5,307	122	5,429	
		2,510	10,107	38,656	106,680	1,791	108,471	
SUPPLIES								
OFFICE SUPPLIES	4200-000	9,830	10,192	10,000	10,000	0	10,000	Supplies for Office Operations
MAINTENANCE SUPPLIES	4211-000	26,281	30,129	35,000	35,000	0	35,000	Replacement Parts, Janitorial Supplies, Landscaping Materials
SMALL TOOLS	4240-000	1,888	6,874	2,400	2,400	0	2,400	
		37,999	47,195	47,400	47,400	0	47,400	
OTHER SERVICES AND CHARGES								
PROFESSIONAL SERVICES	4300-000	57,259	53,136	59,000	59,000	0	59,000	Repair/Calibration of HVAC System, Repairs in City Buildings, Safety Systems Monitoring
TELEPHONE	4321-000	7,300	7,440	6,864	6,864	1,136	8,000	Telephone & Internet Service Charges
POSTAGE	4322-000	4,977	5,079	5,000	5,000	500	5,500	
TRAVEL & TUITION	4330-000	0	479	0	0	0	0	
INSURANCE	4361-000	131,357	132,613	133,790	133,790	26,520	160,310	General Liability, Property, Excess Liability
ELECTRICITY	4381-000	110,958	121,019	96,500	96,500	28,500	125,000	For all City Facilities
UTILITIES	4382-000	14,365	20,338	18,000	18,000	0	18,000	Sewer, Water, Irrigation
HEAT	4383-000	45,031	56,423	54,000	54,000	0	54,000	Civic Complex & Other City Facilities
SANITATION	4384-000	14,044	11,655	15,000	15,000	0	15,000	Refuse Collection for City Complex & Other City Facilities
		385,292	408,181	388,154	388,154	56,656	444,810	
CONTRACTUAL SERVICES								
CONTRACTED SERVICES	4410-000	97,679	114,163	98,000	98,000	(75,000)	23,000	Pest Control, Copier Maintenance, Fire Extinguisher Maintenance, Postage Machine Rental, Shredder, Roof Inspections, Read/Calibrate Scales, Garage Door Maintenance
SUBSCRIPTIONS & DUES	4452-000	344	364	200	200	200	400	Newspaper
		98,023	114,527	98,200	98,200	(74,800)	23,400	
CAPITAL OUTLAY								
EQUIPMENT	5000-000	5,863	0	0	0	0	0	
		5,863	0	0	0	0	0	
TOTAL GOVERNMENT BUILDINGS		529,687	580,010	572,410	640,434	(16,353)	624,081	

CITY OF LINO LAKES

PARKS (101-450)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
PERSONAL SERVICES								
SALARIES	4101-000	348,684	340,035	435,548	464,222	0	464,222	40% Public Services Director
OVERTIME	4102-000	781	1,128	2,000	2,000	0	2,000	100% Parks Supervisor
TEMPORARIES	4106-000	27,536	29,780	57,265	57,265	20,815	78,080	4 - 100% General Maintenance Workers
WELLNESS PROGRAM	4108-000	0	0	0	0	0	0	20% Administrative Assistant
PERA	4121-000	26,090	25,465	32,816	34,967	0	34,967	Temporaries:
SOCIAL SECURITY	4122-000	27,999	27,056	37,853	40,046	1,593	41,639	Summer Seasonal Positions
ICMA EMPLOYER	4123-000	1,618	1,413	2,638	0	0	0	Winter Warming House Attendants
HEALTH INSURANCE	4131-000	28,245	30,906	47,020	43,757	0	43,757	
LIFE & DISABILITY INSURANCE	4133-000	1,292	898	1,194	1,263	0	1,263	
DENTAL INSURANCE	4134-000	2,130	1,939	3,430	3,430	0	3,430	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	13,423	19,830	37,376	38,895	1,726	40,621	
		477,797	478,450	657,140	685,845	24,134	709,979	
SUPPLIES								
MAINTENANCE SUPPLIES	4211-000	33,318	74,253	47,000	47,000	0	47,000	Engineered Wood Fiber, Fencing & Netting, Trees, Plantings, Rock, Ag-Lime, Pea Rock, Class V, Fertilizer, Seed, Herbicides, Line Chalk, Field Marking Paint, Clay, Sod, Irrigation System Maint/Repair/Upgrade, Paint, Lumber, Dog Waste Bags
SMALL TOOLS	4240-000	1,333	5,589	3,000	3,000	0	3,000	Hand Tools, Small Power Tools, Mowers, Chain Saws, Weed Whips
		34,650	79,842	50,000	50,000	0	50,000	
OTHER SERVICES AND CHARGES								
PROFESSIONAL SERVICES	4300-000	13,323	8,867	7,150	7,150	1,000	8,150	Cartograph, Engineering, Electrical
TELEPHONE	4321-000	802	675	2,000	2,000	(1,000)	1,000	Cell Phones, iPads
TRAVEL & TUITION	4330-000	1,167	1,948	3,000	3,000	0	3,000	Certification Training, Seminars, Computer Training, Mileage
BOARD STIPEND	4331-000	3,206	2,100	2,750	2,750	0	2,750	Board Members - 6 @ \$75 x 5 mtgs; Chair \$100 x 5 mtgs
UNIFORMS	4370-000	1,520	1,520	1,900	1,900	0	1,900	
ELECTRICITY	4381-000	3,162	3,293	3,500	3,500	0	3,500	Park Buildings and Shelters, Security Lighting, Hockey Rink Lights
UTILITIES (WATER/SEWER)	4382-000	43,268	35,305	25,000	25,000	15,000	40,000	Irrigation
HEAT	4383-000	4,359	4,803	5,000	5,000	0	5,000	
SANITATION	4384-000	1,215	991	1,800	1,800	0	1,800	Trash/Recycling
		72,021	59,502	52,100	52,100	15,000	67,100	
CONTRACTUAL SERVICES								
CONTRACTED SERVICES	4410-000	128,896	117,438	254,000	254,000	0	254,000	Portable Restrooms, Weed Control, Tree/Stump Removal, Trail Construction/Repair/Maint, Irrigation Systems
RENTED EQUIPMENT	4415-000	281	(147)	500	500	0	500	
SUBSCRIPTIONS & DUES	4452-000	111	106	200	200	0	200	Professional Memberships & Subscriptions
		129,289	117,397	254,700	254,700	0	254,700	
CAPITAL OUTLAY								
EQUIPMENT	5000-000	369,434	5,566	0	0	0	0	
		369,434	5,566	0	0	0	0	
TOTAL PARKS		1,083,192	740,757	1,013,940	1,042,645	39,134	1,081,779	

CITY OF LINO LAKES

RECREATION (101-451)

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

CITY OF LINO LAKES

OTHERS (101-499)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
CONTINGENCY	4905-000	0	0	234,000	75,000	5,489	80,489	Operating Contingency
OPERATING TRANSFERS	4910-000	951,113	321,750	0	0	150,000	150,000	Transfer Reserves to Capital Equipment Replacement
TOTAL OTHERS		951,113	321,750	234,000	75,000	155,489	230,489	

SUMMARY BY CATEGORY

PERSONAL SERVICES	7,203,588	7,974,957	8,784,452	9,386,117	137,336	9,523,453
SUPPLIES	454,475	631,337	617,575	617,575	91,992	709,567
OTHER SERVICES AND CHARGES	1,451,687	1,488,994	1,530,347	1,530,347	166,126	1,696,473
CONTRACTUAL SERVICES	826,386	891,210	1,011,042	1,011,042	(27,278)	983,764
CAPITAL OUTLAY	404,094	115,251	-	-	-	-
OTHERS	951,113	321,750	234,000	75,000	155,489	230,489
TOTAL EXPENDITURES	11,291,344	11,423,499	12,177,416	12,620,081	523,665	13,143,746

**CITY OF LINO LAKES
THE ROOKERY ACTIVITY CENTER FUND (202)
2024 PROPOSED BUDGET**

Description	Account Number	Actual 2021	Actual 2022	Adopted 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
Property Taxes								
General Property Tax	202-000-3010-000	0	0	325,000	325,000	175,000	500,000	
		0	0	325,000	325,000	175,000	500,000	
Intergovernmental								
Other Federal Revenue	202-000-3319-000	0	500,000	0	0	0	0	American Rescue Plan Act (ARPA) Funds
Other Grants	202-000-3372-000	0	7,935	0	0	0	0	
		0	507,935	0	0	0	0	
Charges For Services								
Return Check Fee	202-000-3413-000	0	0	0	0	0	0	
Annual Membership Fees	202-000-3470-000	0	60,966	137,218	137,218	70,782	208,000	
Monthly Membership Fees	202-000-3471-000	0	217,629	736,113	736,113	(80,913)	655,200	
Daily Use Fees	202-000-3472-000	0	25,638	67,668	67,668	12,932	80,600	
EF Basic Classes/Programs	202-000-3473-000	0	0	0	0	0	0	
EF Personal & Specialty Train	202-000-3474-000	0	25,470	110,000	110,000	(35,000)	75,000	
EF Spinning Classes	202-000-3475-000	0	0	25,000	25,000	0	25,000	
Gym Rentals	202-000-3476-000	0	1,200	15,000	15,000	(10,000)	5,000	
Pool Rentals	202-000-3477-000	0	2,560	30,000	30,000	(15,000)	15,000	
Room Rentals	202-000-3478-000	0	1,585	6,500	6,500	1,000	7,500	
Birthday Party Rentals	202-000-3479-000	0	4,825	0	0	0	0	Accounted for in Program Revenue Beginning in 2023
Retail Sales	202-000-3480-000	0	137	6,500	6,500	(3,500)	3,000	
Enrollment Fees	202-000-3481-000	0	14,001	14,820	14,820	15,180	30,000	
Locker Rental	202-000-3482-000	0	193	9,000	9,000	(4,500)	4,500	
Towel Service	202-000-3483-000	0	1,099	18,495	18,495	(11,495)	7,000	
Child Watch	202-000-3484-000	0	763	1,000	1,000	500	1,000	Non-Member Daily Fees
Program Revenue	202-000-3485-000	0	39,678	237,529	237,529	12,491	250,020	See Program Budget Detail
		0	395,744	1,414,843	1,414,843	(47,523)	1,366,820	
Investment Earnings								
Interest On Investments	202-000-3620-000	0	0	0	0	0	0	
Change in Fair Value of Investments	202-000-3621-000	0	0	0	0	0	0	
		0	0	0	0	0	0	
Miscellaneous								
Refunds & Reimbursements	202-000-3730-000	0	15	0	0	0	0	
Silver Sneakers	202-000-3731-000	0	13,755	34,232	34,232	7,868	42,100	
Renew Active/One Pass	202-000-3732-000	0	13,664	48,746	48,746	4,254	53,000	
Cash Over (Short)	202-000-3800-000	0	58	0	0	0	0	
Miscellaneous Revenue	202-000-3810-000	0	0	0	0	0	0	
		0	27,492	82,978	82,978	12,122	95,100	
Other								
Operating Transfers	202-000-3920-000	0	20,626	0	0	0	0	
		0	20,626	0	0	0	0	
Total Revenues		0	951,797	1,822,821	1,822,821	139,599	1,961,920	

CITY OF LINO LAKES

THE ROOKERY ACTIVITY CENTER (202-451)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
PERSONAL SERVICES								
SALARIES	4101-000	0	370,709	517,067	556,367	0	556,367	100% Activity Center Manager
OVERTIME	4102-000	0	452	0	0	0	0	100% Aquatic Supervisor
PART-TIME	4103-000	0	299,936	569,847	500,000	0	500,000	2 - 100% Activity Center Coordinator
TEMPORARIES	4106-000	0	3,803	0	0	0	0	100% HR Assistant
WELLNESS PROGRAM	4108-000	0	0	0	0	0	0	100% Bldg Custodial/Maintenance Supervisor
PERA	4121-000	0	34,198	57,343	60,478	0	60,478	100% Bldg Custodial/Maintenance Worker
SOCIAL SECURITY	4122-000	0	49,593	77,423	80,812	0	80,812	
ICMA EMPLOYER CONTRIBUTION	4123-000	0	1,015	0	0	0	0	Part-time: Aquatics Fitness Instructor, Aquatics Lead,
HEALTH INSURANCE	4131-000	0	40,365	56,575	58,057	0	58,057	Child Watch Attendant, Custodial Worker, Guest
LIFE & DISABILITY INSURANCE	4133-000	0	903	1,398	1,495	0	1,495	Services Representative, Lifeguard, Manager On Duty,
DENTAL INSURANCE	4134-000	0	1,569	4,287	4,287	0	4,287	Recreation Attendant, Program Staff
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	0	12,367	29,232	29,858	0	29,858	
		0	814,910	1,313,172	1,291,354	0	1,291,354	
SUPPLIES								
OFFICE SUPPLIES	4200-000	0	11,285	5,500	5,500	1,500	7,000	General and Office Supplies, Coffee, Pool Wristbands, Aquafit Equipment, Nest Toys
PROGRAM SUPPLIES	4205-000	0	4,753	14,900	14,900	9,162	24,062	See Program Budget Detail
MAINTENANCE SUPPLIES	4211-000	0	22,735	46,500	46,500	(2,200)	44,300	Cleaning Supplies, Paper Products, Soap, Pool/Sauna Parts and Pumps, Water Filters, Air Filters, Paint and Hardware, Water Fountains, Miscellaneous Building Supplies
CHEMICALS	4222-000	0	5,527	7,200	7,200	4,800	12,000	Pool Testing Supplies, Chlorine, Acid, Bicarbonate
RESALE ITEMS	4235-000	0	139	5,000	5,000	(2,500)	2,500	T-shirts, Lanyards, Locks, Diapers, Goggles, Swim Caps, Toothpaste, Deodorant, Shampoo, Socks, and Earbuds
SMALL TOOLS	4240-000	0	15,710	10,000	10,000	(1,000)	9,000	Tools, Equipment, and Furniture
		0	60,149	89,100	89,100	9,762	98,862	
OTHER SERVICES AND CHARGES								
PROFESSIONAL SERVICES	4300-000	0	30,887	10,000	10,000		10,000	Repair/Calibration of HVAC and Electrical Systems, Safety Systems Monitoring
OTHER CONSULTANT	4310-000	0	4,204	57,779	57,779	1,221	59,000	Metro-INET Services, Programs & Support, CivicRec Annual Maintenance, WhenWork Scheduling Software
TELEPHONE	4321-000	0	2,572	2,750	2,750	2,650	5,400	Emergency Phone Services, Cell Phone Stipends
POSTAGE	4322-000	0	154	2,500	2,500	(2,000)	500	
TRAVEL & TUITION	4330-000	0	4,963	3,000	3,000	3,000	6,000	MRPA Annual Conference, Mileage Reimbursement, Professional Development/Training, Lifeguard & Instructor Certifications
PRINTING & PUBLISHING	4340-000	0	597	667	667	(667)	0	
PAYMENT PROCESSING	4345-000	0	13,103	38,997	38,997	(8,997)	30,000	Credit Card and Healthy Contribution Processing Fees
INSURANCE	4361-000	0	14,372	26,290	26,290	4,168	30,458	General Liability & Property Insurance
UNIFORMS	4370-000	0	1,901	2,850	2,850	(850)	2,000	
ELECTRICITY	4381-000	0	74,474	88,000	88,000	0	88,000	
UTILITIES	4382-000	0	12,677	10,920	10,920	3,080	14,000	Water & Sewer Service
HEAT	4383-000	0	30,434	55,750	55,750	0	55,750	
SANITATION	4384-000	0	5,363	6,000	6,000	0	6,000	Refuse Collection
		0	195,701	305,503	305,503	1,605	307,108	
CONTRACTUAL SERVICES								
CONTRACTED SERVICES	4410-000	0	17,122	12,500	12,500	1,500	14,000	Copier Maintenance, Rug Service, Pest Control, Annual Inspections (Alarm, Elevator, Fire Extinguishers), Irrigation Service
CONT SRVS - FITNESS PROVIDER	4411-000	0	162,802	241,230	241,230	(26,250)	214,980	Endurance Fitness Monthly Fee and Share of Program Revenue
CONT SRVS - PROGRAMS	4412-000	0	2,635	7,550	7,550	(1,200)	6,350	See Program Budget Detail
RENTAL EQUIPMENT	4415-000	0	0	0	0	0	0	
SPECIAL PROJECTS	4418-000	0	5,000	8,750	8,750	(3,750)	5,000	Scholarship/Financial Aid
SUBSCRIPTIONS & DUES	4452-000	0	1,486	1,000	1,000	1,000	2,000	MRPA Membership, Pool Certification Fee
MARKETING	4900-000	0	16,091	11,000	11,000	0	11,000	
		0	205,136	282,030	282,030	(28,700)	253,330	
CAPITAL OUTLAY								
EQUIPMENT	5000-000	0	0	0	0	0	0	
		0	0	0	0	0	0	
TOTAL ROOKERY ACTIVITY CENTER		0	1,275,896	1,989,805	1,967,987	(17,333)	1,950,654	

**CITY OF LINO LAKES
THE ROOKERY ACTIVITY CENTER
2024 PROGRAM BUDGET DETAIL**

Program	Revenue	Expenditures			Total	Net +/-
		Personal Services	Supplies	Contracted Services		
Swim Lessons						
Winter Group Swim Lessons	36,016	8,235	612	-	8,847	27,169
Winter Private Swim	1,100	285	-	-	285	815
Spring Group Swim Lessons	23,518	5,314	300	-	5,614	17,904
Spring Private	1,100	285	-	-	285	815
Summer Group Swim	32,571	7,379	300	-	7,679	24,892
Summer Private Swim	4,215	855	-	-	855	3,360
Fall Group Swim Lessons	29,900	6,764	300	-	7,064	22,836
Fall Private Swim	1,100	285	-	-	285	815
	129,520	29,402	1,512	-	30,914	98,606
Youth Programs						
School Out Programs	8,000	4,000	800	-	4,800	3,200
Other Programs	12,000	4,000	1,500	1,000	6,500	5,500
	20,000	8,000	2,300	1,000	11,300	8,700
Gym Programs						
Adult Pickleball Lessons	8,000	960	200	-	1,160	6,840
Pickleball Leagues	2,400	500	-	-	500	1,900
Other Adult Programs	1,500	250	100	-	350	1,150
Preschool Programs	2,200	672	200	-	872	1,328
Other Kids Sports	1,500	350	150	-	500	1,000
	15,600	2,732	650	-	3,382	12,218
Aquatics Programs						
Aquatic Special Events	3,000	1,000	2,000	-	3,000	-
	3,000	1,000	2,000	-	3,000	-
Active Adult Programs						
AARP Classes	1,500	-	-	1,200	1,200	300
Adult Day Trips	2,500	-	200	2,200	2,400	100
Lunch and Learn	500	-	200	-	200	300
Card Games	-	-	500	-	500	(500)
	4,500	-	900	3,400	4,300	200
Community Programs						
CPR Training Classes	1,200	600	400	-	1,000	200
Secret Holiday Shop	5,000	400	3,500	450	4,350	650
Valentine's Dance	1,200	400	300	-	700	500
Misc. Programs	5,000	500	1,000	1,500	3,000	2,000
	12,400	1,900	5,200	1,950	9,050	3,350
Birthday Parties						
Birthday Parties	25,000	4,000	5,000	-	9,000	16,000
	25,000	4,000	5,000	-	9,000	16,000
Summer Camps						
Summer Camps	40,000	25,000	6,500	-	31,500	8,500
	40,000	25,000	6,500	-	31,500	8,500
GRAND TOTALS	250,020	72,034	24,062	6,350	102,446	147,574

**CITY OF LINO LAKES
ENTERPRISE FUNDS
2024 BASE BUDGET ADJUSTMENTS**

DEPARTMENT	ACCT #	NAME	DESCRIPTION	AMOUNT
Water	4222	Chemicals	Increase chemicals budget to accommodate price increases, increased water usage, and to match trends for 2021 and 2022 actuals.	\$ 30,000
Water	4300	Professional Services	Moving water fund portion of annual audit to 601-494-4308-000	\$ (7,000)
Water	4300	Professional Services	DNR Appropriations Permit increase per 2023 Legislative Session	\$ 10,000
Water	4301	Municipal Attorney	Ongoing legal costs with DNR Appropriations Permit	\$ 5,000
Water	4308	Auditor	Water fund portion of annual audit broken out from 601-494-4300-000	\$ 7,000
Water	4310	Other Consultant	Metro-INET services, programs & support	\$ 2,582
Water	4310	Other Consultant	Springbrook financial software annual maintenance	\$ 157
Water	4322	Postage	Postage price increases for utility billing statement mailing	\$ 500
Water	4340	Printing & Publishing	Decrease to reflect actual cost of water quality report	\$ (5,000)
Water	4345	Payment Processing	Increase to reflect actual cost of credit card processing fees	\$ 2,000
Water	4360	Insurance	General liability, property, and excess liability insurance premium. LMCIT suggests cities allow for possible rate increases in the range of 5-9%. An 8% increase has been assumed.	\$ 238
Water	4363	Auto Insurance	Auto insurance premium. LMCIT suggests cities allow for possible rate increases in the range of 5-10%. An 8% increase has been assumed.	\$ (47)
Water	4370	Uniforms	Uniform allowance for 6.0 FTE	\$ 240
Water	4381	Electricity	Increase to accommodate increased water usage and to match trends for 2021 and 2022 actuals.	\$ 30,000
Water	4382	Utilities	Decrease to reflect actual cost of water service provided to Lino Lakes residents by Blaine, Shoreview, and Centennial Utilities	\$ (6,000)
Water	4910	Operating Transfers	Increase in flat water charge transferred to Area and Unit Fund	\$ 160,340
Water	4910	Operating Transfers	Water fund portion of 2024 Street Reconstruction Project	\$ 130,000
Water	5000	Capital	#503 Truck Replacement	\$ 37,500
Water	5000	Capital	#525 Utilities Truck with Crane	\$ 75,000
Water	5000	Capital	Towable Generator	\$ 45,000

Total Water Fund 2024 Adjustments Requested \$ 517,510

Sewer	4240	Small Tools/Equipment	Replacement of Lift Station #8 Pumps and Mixer 2 pumps x \$11,000 = \$22,000 1 mixer = \$6,200	\$ 28,200
Sewer	4300	Professional Services	Moving water fund portion of annual audit to 602-495-4308-000	\$ (10,000)
Sewer	4300	Professional Services	Accomplish greater amount of sewer mainline cleaning and televising. It is recommended that 1/5 of the city sewer lines are cleaned per year.	\$ 30,000
Sewer	4308	Auditor	Sewer fund portion of annual audit broken out from 602-495-4300-000	\$ 10,000
Sewer	4310	Other Consultant	Metro-INET services, programs & support	\$ 2,582
Sewer	4310	Other Consultant	Springbrook financial software annual maintenance	\$ 157
Sewer	4321	Telephone	Increase to reflect actual cost of lift station telephone/internet services	\$ 500
Sewer	4322	Postage	Postage price increases for utility billing statement mailing	\$ 1,000
Sewer	4345	Payment Processing	Increase to reflect actual cost of credit card processing fees	\$ 2,000
Sewer	4360	Insurance	General liability, property, and excess liability insurance premium. LMCIT suggests cities allow for possible rate increases in the range of 5-9%. An 8% increase has been assumed.	\$ 6,504
Sewer	4363	Auto Insurance	Auto insurance premium. LMCIT suggests cities allow for possible rate increases in the range of 5-10%. An 8% increase has been assumed.	\$ (47)
Sewer	4370	Uniforms	Uniform allowance for 6.0 FTE	\$ 240
Sewer	4381	Electricity	Increase to accommodate increased water usage and to match trends for 2021 and 2022 actuals.	\$ 6,000
Sewer	4382	Utilities	Decrease to reflect actual cost of water service provided to Lino Lakes residents by Blaine, Shoreview, and Centennial Utilities. Large decrease in connections to Shoreview in 2023 with new Lyngblomsten lift station.	\$ (3,000)

DEPARTMENT	ACCT #	NAME	DESCRIPTION	AMOUNT
Sewer	4405	MCES Treatment Chrgs	Met Council Municipal Wastewater Charge. The fee is based on the portion of wastewater flow discharged from the community to the regional system in the past year (2022) multiplied by the regional wastewater charge for the next year (2024). Year-to-year changes are affected by growth, water conservation, and inflow and infiltration.	\$ 125,629
Sewer	5000	Capital	#503 Truck Replacement	\$ 37,500
Sewer	5000	Capital	#525 Utilities Truck with Crane	\$ 75,000
Sewer	5000	Capital	Towable Generator	\$ 45,000

Total Sewer Fund 2024 Adjustments Requested \$ 357,265

Storm Water	4321	Telephone	Decrease to reflect actual cost of cell phone stipend	\$ (330)
Storm Water	4360	Insurance	General liability, property, and excess liability insurance premium. LMCIT suggests cities allow for possible rate increases in the range of 5-9%. An 8% increase has been assumed.	\$ 55
Storm Water	4363	Auto Insurance	Decrease to reflect no additional vehicle purchased for Storm Water employee	\$ (260)
Storm Water	4370	Uniforms	Increase to reflect uniform allowance of 1.0 FTE	\$ 380
Storm Water	5000	Capital	Adjust Capital Equipment Reserve to show savings for future capital equipment purchases	\$ 9,179

Total Storm Water Fund 2024 Adjustments Requested \$ 9,024

**CITY OF LINO LAKES
WATER OPERATING FUND (601)
2024 PROPOSED BUDGET**

	Account Number	Actual 2021	Actual 2022	Adopted 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
Operating Revenue								
Penalties & Interest	601-000-3150-000	762	139	0	0	0	0	
Water Hook-Up Charge	601-000-3248-000	68,770	37,030	41,250	41,250	0	41,250	
Other Grants	601-000-3372-000	0	0	0	0	0	0	
Water Meter Sales	601-000-3406-000	134,559	80,900	50,000	50,000	50,000	100,000	
Irrigation Controller Sales	601-000-3407-000	4,750	3,690	5,000	5,000	0	5,000	
Interest on Investments	601-000-3620-000	(34,068)	(246,188)	50,000	50,000	0	50,000	
Change in Fair Value of Investments	601-000-3621-000	0	0	0	0	0	0	
Miscellaneous Revenue	601-000-3714-000	1,698	1,199	1,800	1,800	0	1,800	
Refunds and Reimbursements	601-000-3730-000	0	10,894	0	0	0	0	
Flat Water Charge	601-000-3850-000	0	288,630	441,420	441,420	160,340	601,760	Quarterly Base Fee - \$5/quarter YoY Increase
Water Sales	601-000-3855-000	1,450,985	1,389,467	1,308,841	1,308,841	141,692	1,450,533	Volume Charges - 4.0% YoY Increase
Water Penalties	601-000-3858-000	21,766	33,363	22,000	22,000	12,000	34,000	
Sale of Capital Assets	601-000-3910-000	14,506	0	0	0	0	0	
		1,663,729	1,599,124	1,920,311	1,920,311	364,032	2,284,343	
Other Sources								
Use of Reserves		0	0	202,051	0	0	0	
		0	0	202,051	0	0	0	
Total Operating Revenue & Other Sources		1,663,729	1,599,124	2,122,362	1,920,311	364,032	2,284,343	

CITY OF LINO LAKES

WATER (601-494)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
PERSONAL SERVICES								
SALARIES	4101-000	223,966	228,337	285,610	298,975	0	298,975	5% Public Services Director
OVERTIME	4102-000	7,267	6,928	7,000	7,000	0	7,000	10% Community Development Director
ON CALL	4105-000	6,222	6,074	5,000	6,000	0	6,000	25% Public Works Superintendent
TEMPORARIES	4106-000	6,291	3,755	9,860	9,880	0	9,880	5 - 50% General Maintenance Workers
WELLNESS PROGRAM	4108-000	0	99	72	72	0	72	20% Administrative Assistant
PERA	4121-000	17,128	17,132	22,321	23,398	0	23,398	7.5% Finance Director
FICA/MEDICARE	4122-000	17,206	17,459	23,521	24,622	0	24,622	12.5% Accounting Clerk II
ICMA EMPLOYER	4123-000	0	101	145	0	0	0	50% Accounting Clerk I
PENSION EXPENSE	4125-000	(20,087)	15,190	0	0	0	0	25% Office Specialist
HEALTH INSURANCE	4131-000	43,199	22,330	35,939	31,506	0	31,506	Temporaries: Seasonal Positions
LIFE & DISABILITY INSURANCE	4133-000	816	579	905	941	0	941	
DENTAL INSURANCE	4134-000	1,690	1,544	2,481	2,481	0	2,481	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	5,278	7,391	10,406	10,503	0	10,503	
		308,974	326,919	403,260	415,378	0	415,378	
SUPPLIES								
OFFICE SUPPLIES	4200-000	2,341	1,348	2,500	2,500	0	2,500	Utility Billing Forms, Computer and General Supplies
MAINTENANCE SUPPLIES	4211-000	36,658	39,458	45,000	45,000	0	45,000	Fire Hydrants, Hydrant Hoses, Flushing Equipment, Gate Valves, Hardware for Repairs, Replacement Plumbing Supplies, Heaters, Dehumidifiers, Locate Paint and Flags, Gravel, Rock, Sand, Property Maintenance Supplies
FUELS	4212-000	10,000	10,000	12,000	12,000	0	12,000	
METERS	4215-000	95,479	116,959	150,000	150,000	0	150,000	New/Replacement Meters, New/Replacement MXU'S, Irrigation Meters, Commercial Meters, Meter Technology Upgrades
IRRIGATION CONTROLLERS	4216-000	18,999	19,799	20,000	20,000	0	20,000	
CHEMICALS	4222-000	139,837	154,190	125,000	125,000	30,000	155,000	Polyphosphate, Fluoride, Chlorine, Chemical Pumps, Chemical Containment, Reagents for Water Sampling
SMALL TOOLS	4240-000	5,958	3,603	2,500	2,500	0	2,500	Wrenches, Drills, Saws
		309,271	345,357	357,000	357,000	30,000	387,000	
OTHER SERVICES AND CHARGES								
PROFESSIONAL SERVICES	4300-000	183,834	120,528	100,300	100,300	3,000	103,300	Water Main Breaks, Well/Tower Maintenance, Scada Maintenance/Upgrades, Fire Hydrant Painting, RPZ Testing, Cartegraph, DNR Appropriations Permit
MUNICIPAL ATTORNEY	4301-000	1,180	5,691	0	0	5,000	5,000	
MUNICIPAL ENGINEER	4304-000	24,325	20,346	25,000	25,000	0	25,000	
AUDITOR	4308-000	0	0	0	0	7,000	7,000	Water Fund Portion of Independent Annual Audit
OTHER CONSULTANT	4310-000	11,602	24,375	16,547	16,547	2,739	19,286	Metro-INET Services, Programs & Support, Springbrook Financial Software Annual Maintenance - UB Module
TELEPHONE	4321-000	3,434	3,700	5,000	5,000	0	5,000	Cellular Phones, Well House Land Line Back-up
POSTAGE	4322-000	5,706	5,075	5,500	5,500	500	6,000	Utility Billing Postage
TRAVEL & TUITION	4330-000	1,740	2,009	4,500	4,500	0	4,500	
PRINTING & PUBLISHING	4340-000	4,549	3,238	10,000	10,000	(5,000)	5,000	Water Quality Report
PAYMENT PROCESSING	4345-000	0	11,303	11,000	11,000	2,000	13,000	
INSURANCE	4360-000	10,111	16,303	26,840	26,840	238	27,078	
AUTO INSURANCE	4363-000	941	951	1,000	1,000	(47)	953	
UNIFORMS	4370-000	744	751	900	900	240	1,140	Clothing Allowance
ELECTRICITY	4381-000	100,877	117,240	90,000	90,000	30,000	120,000	Well House Lighting and Pump Usage
UTILITIES (WATER/SEWER)	4382-000	5,973	7,217	15,000	15,000	(6,000)	9,000	Blaine, Shoreview, and Centennial Utilities - Utility Connections
HEAT	4383-000	1,999	2,952	5,000	5,000	0	5,000	Well House Heating
		357,015	341,679	316,587	316,587	39,670	356,257	
CONTRACTUAL SERVICES								
CONTRACTED SERVICES	4410-000	19,131	9,327	64,495	11,995	0	11,995	Gopher One-Call, Monthly Lab Testing, Utility Statement Processing
SUBSCRIPTIONS & DUES	4452-000	1,556	638	1,000	1,000	0	1,000	AWWA, Water Operators Licenses
		20,687	9,965	65,495	12,995	0	12,995	
DEPRECIATION								
ASSET DEPRECIATION	4510-000	625,544	789,106	0	0	0	0	Annual Depreciation Expense - Water Infrastructure & Equip
		625,544	789,106	0	0	0	0	
OTHER								
OPERATING TRANSFERS	4910-000	322,933	573,283	980,020	441,420	290,340	731,760	Flat Water Charge Transferred to Area and Unit Fund (\$601,760), Water Fund Portion of 2024 Street Reconstruction (\$130,000)
		322,933	573,283	980,020	441,420	290,340	731,760	
CAPITAL OUTLAY								
EQUIPMENT	5000-000	0	1,206,321	0	0	157,500	157,500	#503 Truck Replacement (\$37,500), #525 Utilities Truck with Crane (\$75,000), #526 Towable Generator (\$45,000)
		0	1,206,321	0	0	157,500	157,500	
TOTAL WATER FUND		1,944,424	3,592,630	2,122,362	1,543,380	517,510	2,060,890	

**CITY OF LINO LAKES
SEWER OPERATING FUND (602)
2024 PROPOSED BUDGET**

	Account Number	Actual 2021	Actual 2022	Adopted 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
Operating Revenue								
Current Assessments	602-000-3110-000	708	0	0	0	0	0	
Delinquent Assessments	602-000-3120-000	0	0	0	0	0	0	
Penalties & Interest	602-000-3150-000	762	139	0	0	0	0	
Sewer Hook-Up Charge	602-000-3249-000	56,597	29,860	33,000	33,000	0	33,000	
Interest on Investments	602-000-3620-000	(52,696)	(398,835)	80,000	80,000	0	80,000	
Change in Fair Value of Investments	602-000-3621-000	0	0	0	0	0	0	
Refunds and Reimbursements	602-000-3730-000	15,276	22	0	0	0	0	
Sewer Sales	602-000-3856-000	1,793,546	1,892,537	1,827,010	1,827,010	152,422	1,979,432	2.5% YoY Increase
Sewer Penalties	602-000-3858-000	25,151	29,741	26,000	26,000	4,000	30,000	
Sale of Capital Assets	602-000-3910-000	14,506	0	500	500	(500)	0	
Operating Transfers	602-000-3920-000	0	0	0	0	0	0	
		1,853,849	1,553,464	1,966,510	1,966,510	155,922	2,122,432	
Other Sources								
Use of Reserves		0	0	322,652	0	275,833	275,833	
		0	0	322,652	0	275,833	275,833	
Total Operating Revenue & Other Sources		1,853,849	1,553,464	2,289,162	1,966,510	431,755	2,398,265	

CITY OF LINO LAKES

SEWER (602-495)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
PERSONAL SERVICES								
SALARIES	4101-000	223,966	228,338	285,610	298,975	0	298,975	5% Public Services Director
OVERTIME	4102-000	7,266	6,928	7,000	7,000	0	7,000	10% Community Development Director
ON CALL	4105-000	6,222	6,074	5,000	6,000	0	6,000	25% Public Works Superintendent
TEMPORARIES	4106-000	6,290	3,755	9,860	9,880	0	9,880	5 - 50% General Maintenance Workers
WELLNESS PROGRAM	4108-000	0	99	72	72	0	72	20% Administrative Assistant
PERA	4121-000	17,128	17,133	22,321	23,398	0	23,398	7.5% Finance Director
FICA/MEDICARE	4122-000	17,206	17,459	23,521	24,622	0	24,622	12.5% Accounting Clerk II
ICMA EMPLOYER	4123-000	0	101	145	0	0	0	50% Accounting Clerk I
PENSION EXPENSE	4125-000	(20,087)	15,190	0	0	0	0	25% Office Specialist
HEALTH INSURANCE	4131-000	43,199	22,330	35,939	31,506	0	31,506	Temporaries: Seasonal Positions
LIFE & DISABILITY INSURANCE	4133-000	817	578	905	941	0	941	
DENTAL INSURANCE	4134-000	1,690	1,544	2,481	2,481	0	2,481	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	10,444	15,729	23,602	23,839	0	23,839	
		314,141	335,258	416,456	428,714	0	428,714	
SUPPLIES								
OFFICE SUPPLIES	4200-000	2,243	1,319	2,500	2,500	0	2,500	Utility Billing Forms, Computer and General Supplies
MAINTENANCE SUPPLIES	4211-000	26,513	54,204	45,000	45,000	0	45,000	Impellers, Screens, UPS, Heaters, Batteries, Manhole Repair Supplies, Check Valves, Gate Valves, Road Repair Materials
FUELS	4212-000	10,000	10,000	12,000	12,000	0	12,000	
SMALL TOOLS	4240-000	5,835	3,390	2,500	2,500	28,200	30,700	Valve Keys, Locators, Wrenches, Plumbing Tools, 2024 - Lift Station #8 Pumps and Mixer
		44,591	68,913	62,000	62,000	28,200	90,200	
OTHER SERVICES AND CHARGES								
PROFESSIONAL SERVICES	4300-000	166,803	116,948	165,300	165,300	20,000	185,300	Lift Station Cleaning, Lift Station Repairs/Upgrades, Sewer Line Cleaning/Camera, Sycam, Generator Maintenance/Inspection, Pump Repair/Service, Sewer Line
MUNICIPAL ATTORNEY	4301-000	0	0	0	0	0	0	
MUNICIPAL ENGINEER	4304-000	23,541	18,278	25,000	25,000	0	25,000	
AUDITOR	4308-000	0	0	0	0	10,000	10,000	Sewer Fund Portion of Independent Annual Audit
OTHER CONSULTANTS	4310-000	11,602	24,375	16,547	16,547	2,739	19,286	Metro-INET Services, Programs & Support, Springbrook Financial Software Annual Maintenance - UB Module
TELEPHONE	4321-000	1,122	1,789	1,500	1,500	500	2,000	Cellular Phones, Lift Stations
POSTAGE	4322-000	5,443	5,075	5,000	5,000	1,000	6,000	Utility Billing Postage
TRAVEL & TUITION	4330-000	1,000	2,701	4,500	4,500	0	4,500	OSHA Compliance Safety Training
PRINTING & PUBLISHING	4340-000	532	0	500	500	0	500	
PAYMENT PROCESSING	4345-000	0	11,303	11,000	11,000	2,000	13,000	
INSURANCE	4360-000	17,627	19,454	22,130	22,130	6,504	28,634	
AUTO INSURANCE	4363-000	941	951	1,000	1,000	(47)	953	
UNIFORMS	4370-000	744	751	900	900	240	1,140	Clothing Allowance
ELECTRICITY	4381-000	32,548	36,256	32,000	32,000	6,000	38,000	Power to Run Lift Station Pumps and Controls
UTILITIES (WATER/SEWER)	4382-000	12,069	12,834	15,000	15,000	(3,000)	12,000	Blaine, Shoreview, and Centennial Utilities - Utility Connections
HEAT	4383-000	1,536	1,898	1,800	1,800	0	1,800	Natural Gas for On-site Generators
		275,508	252,613	302,177	302,177	45,936	348,113	
CONTRACTUAL SERVICES								
MCES TREATMENT CHARGES	4405-000	988,488	1,087,739	1,165,549	1,165,549	125,629	1,291,178	MCES Sewer Treatment Costs
CONTRACTED SERVICES	4410-000	14,123	5,063	81,560	81,560	0	81,560	Gopher One-Call, Utility Statement Processing, Sanitary Sewer Lining Project (\$75,000)
RENTED EQUIPMENT	4415-000	0	0	0	0	0	0	
SUBSCRIPTIONS & DUES	4452-000	124	243	1,000	1,000	0	1,000	Sewer Operators Licenses, APWA Membership
		1,002,735	1,093,045	1,248,109	1,248,109	125,629	1,373,738	
DEPRECIATION								
ASSET DEPRECIATION	4510-000	550,018	597,713	0	0	0	0	Annual Depreciation Expense - Sewer Infrastructure & Equip
		550,018	597,713	0	0	0	0	
OTHER								
OPERATING TRANSFERS	4910-000	0	0	225,420	0	0	0	
		0	0	225,420	0	0	0	
CAPITAL OUTLAY								
EQUIPMENT	5000-000	0	0	35,000	0	157,500	157,500	#503 Truck Replacement (\$37,500), #525 Utilities Truck with Crane (\$75,000), #526 Towable Generator (\$45,000)
		0	0	35,000	0	157,500	157,500	
TOTAL SEWER FUND		2,186,993	2,347,542	2,289,162	2,041,000	357,265	2,398,265	

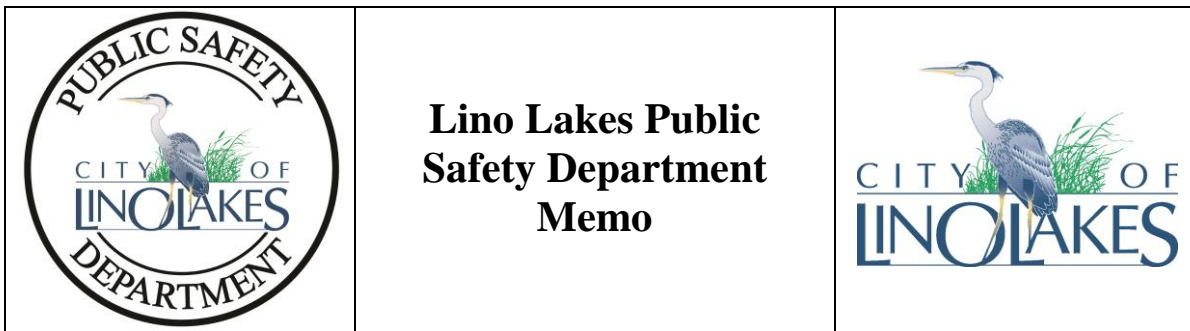
**CITY OF LINO LAKES
STORM WATER OPERATING FUND (603)
2024 PROPOSED BUDGET**

	Account Number	Actual 2021	Actual 2022	Adopted 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
Operating Revenue								
Interest on Investments	603-000-3620-000	0	(895)	0	0	3,000	3,000	
Change in Fair Value of Investments	603-000-3621-000	0	0	0	0	0	0	
Storm Water Penalties	603-000-3858-000	0	5,342	0	0	10,000	10,000	
Storm Water Fee	603-000-3859-000	0	480,727	536,470	536,470	0	536,470	
		0	485,174	536,470	536,470	13,000	549,470	
Other Sources								
Use of Reserves		0	0	0	0	0	0	
OPERATING TRANSFERS		0	76,620	0	0	0	0	
		0	76,620	0	0	0	0	
Total Operating Revenue & Other Sources								
		0	561,794	536,470	536,470	13,000	549,470	

CITY OF LINO LAKES

STORM WATER (603-496)

Description	Object Code	Actual 2021	Actual 2022	Adopted 2023	Base Budget 2024	Adjustments Requested 2024	Proposed 2024	Budget Detail
PERSONAL SERVICES								
SALARIES	4101-000	0	124,652	150,293	150,060	0	150,060	5% Public Services Director
OVERTIME	4102-000	0	2,772	0	0	0	0	10% Community Development Director
ON CALL	4105-000	0	0	0	0	0	0	10% Public Works Superintendent
TEMPORARIES	4106-000	0	0	0	0	0	0	30% Streets Supervisor
WELLNESS PROGRAM	4108-000	0	72	72	72	0	72	25% Environmental Coordinator
PERA	4121-000	0	7,515	11,272	11,255	0	11,255	1 - 100% General Maintenance Worker
FICA/MEDICARE	4122-000	0	9,582	11,497	11,480	0	11,480	
ICMA EMPLOYER	4123-000	0	101	145	0	0	0	
PENSION EXPENSE	4125-000	0	6,663	0	0	0	0	
HEALTH INSURANCE	4131-000	0	6,393	7,819	12,789	0	12,789	
LIFE & DISABILITY INSURANCE	4133-000	0	254	466	465	0	465	
DENTAL INSURANCE	4134-000	0	387	1,102	1,102	0	1,102	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	0	0	
WORKER'S COMPENSATION	4151-000	0	6,596	12,719	12,138	0	12,138	
		0	164,987	195,385	199,361	0	199,361	
SUPPLIES								
OFFICE SUPPLIES	4200-000	0	0	0	0	0	0	
MAINTENANCE SUPPLIES	4211-000	0	11,467	17,000	17,000	0	17,000	
FUELS	4212-000	0	4,000	4,000	4,000	0	4,000	
SMALL TOOLS	4240-000	0	0	3,000	3,000	0	3,000	
		0	15,467	24,000	24,000	0	24,000	
OTHER SERVICES AND CHARGES								
PROFESSIONAL SERVICES	4300-000	0	0	5,000	5,000	0	5,000	Public Education, Consultant Services
MUNICIPAL ENGINEER	4304-000	0	32,780	37,000	37,000	0	37,000	Retainer (\$13,734), Project Development (\$23,266)
OTHER CONSULTANTS	4310-000	0	8,551	0	0	0	0	
TELEPHONE	4321-000	0	17	350	350	(330)	20	Allocated Cell Phone Stipend
POSTAGE	4322-000	0	764	955	955	0	955	Annual Utility Billing Postage
TRAVEL & TUITION	4330-000	0	1,712	1,700	1,700	0	1,700	
PRINTING & PUBLISHING	4340-000	0	0	0	0	0	0	
PAYMENT PROCESSING	4345-000	0	0	0	0	0	0	
INSURANCE	4360-000	0	14	40	40	55	95	Mobile Property Insurance
AUTO INSURANCE	4363-000	0	0	260	260	(260)	0	
UNIFORMS	4370-000	0	114	0	0	380	380	Uniform Allowance
ELECTRICITY	4381-000	0	0	0	0	0	0	
UTILITIES (WATER/SEWER)	4382-000	0	348	0	0	0	0	
HEAT	4383-000	0	0	0	0	0	0	
		0	44,300	45,305	45,305	(155)	45,150	
CONTRACTUAL SERVICES								
CONTRACTED SERVICES	4410-000	0	26,383	227,000	227,000	0	227,000	Sweeping/Repairs, SWMP (Ditch, Pipe, Pond) Cleaning, Annual Utility Statement Processing (\$300)
RENTED EQUIPMENT	4415-000	0	0	0	0	0	0	
SUBSCRIPTIONS & DUES	4452-000	0	340	500	500	0	500	
		0	26,723	227,500	227,500	0	227,500	
DEPRECIATION								
ASSET DEPRECIATION	4510-000	0	0	0	0	0	0	
		0	0	0	0	0	0	
OTHER								
OPERATING TRANSFERS	4910-000	0	0	0	0	0	0	
		0	0	0	0	0	0	
CAPITAL OUTLAY								
EQUIPMENT	5000-000	0	0	44,280	44,280	9,179	53,459	Capital Equipment Reserve
		0	0	44,280	44,280	9,179	53,459	
TOTAL STORM WATER FUND		0	251,477	536,470	540,446	9,024	549,470	



DATE: October 31, 2023

TO: Hannah Lynch, Finance Director

FROM: John Swenson, Public Safety Director

RE: Public Safety Department Staffing

At the October 2nd Council Work Session, staff was directed to prepare information on adding to two full-time firefighter positions and achieving 24 hour police supervisor (Sergeant) coverage for the next 2024 budget discussion with Council.

Adding two fulltime Firefighters

The estimated cost to add two full-time firefighter positions would cost \$197,480 (\$98,740 per firefighter position).

Currently we attempt to schedule 3 part-time firefighters on the daytime duty crew (Monday – Friday; 6 AM to 6 PM), which equates to 36 hours per day or 180 hours per week. If we continue to follow this staffing plan, two full-time positions would only cover 80 hours of the needed 180 hours of firefighter coverage. These full-time positions would also accrue paid time off which should also be accounted for in our staffing plan.

24 Hour Police Supervisor Coverage

In order to schedule 24 hour police supervisor coverage, we would need to promote two existing police officers to rank of sergeant at an estimated cost of \$7,300 (\$3,650 per sergeant position) and backfill the two police officer positions at an estimated cost of \$247,540 (\$123,770 per officer). The total estimated cost would be \$254,840.

Please note that with the promotion of just two sergeants there still would be occurrences when no police supervisor would be on-duty. This would occur when the sergeant uses paid time off (vacation or sick).

ONE VISION. ONE MISSION. LINO LAKES PUBLIC SAFETY DEPARTMENT.

**CITY COUNCIL
WORK SESSION STAFF REPORT
ITEM NO.4**

STAFF ORIGINATOR: John Swenson, Public Safety Director

WORK SESSION DATE: November 6, 2023



TOPIC: Public Safety Update

Update

Staff will be on hand to present the 3rd Quarter 2023 Public Safety Update

ATTACHMENTS

Q3 Quarterly Report

	Lino Lakes Public Safety Department QUARTERLY REPORT 2023 Q3 07/01/2023 – 09/30/2023	
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CASE NUMBERS GENERATED					
YEAR	Q1	Q2	Q3	Q4	TOTAL
2023	3,144	3,660	3,626		10,430
2022	2,531	3,265	3,252		9,048

STACKED CALLS REPORT					
	Q1	Q2	Q3	Q4	TOTAL
2023	13:55:30	23:06:43	17:30:24		54:32:37
2022	11:06:10	15:27:17	18:11:15		44:44:42

- Average Response Time (emergency & non-emergency) 6 minutes and 11 seconds.

MEDICAL CALLS FOR SERVICE					
YEAR	Q1	Q2	Q3	Q4	TOTAL
2023	300	294	272		866
2022	222	235	248		705

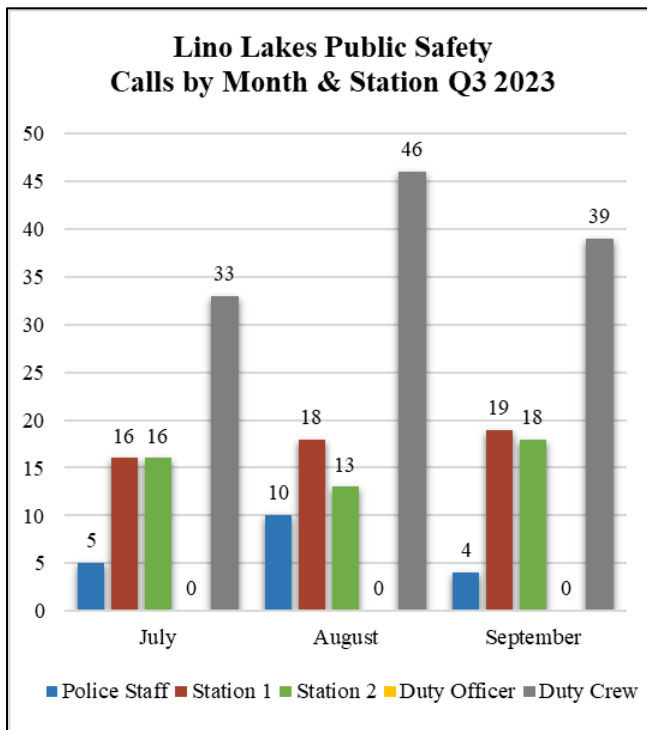
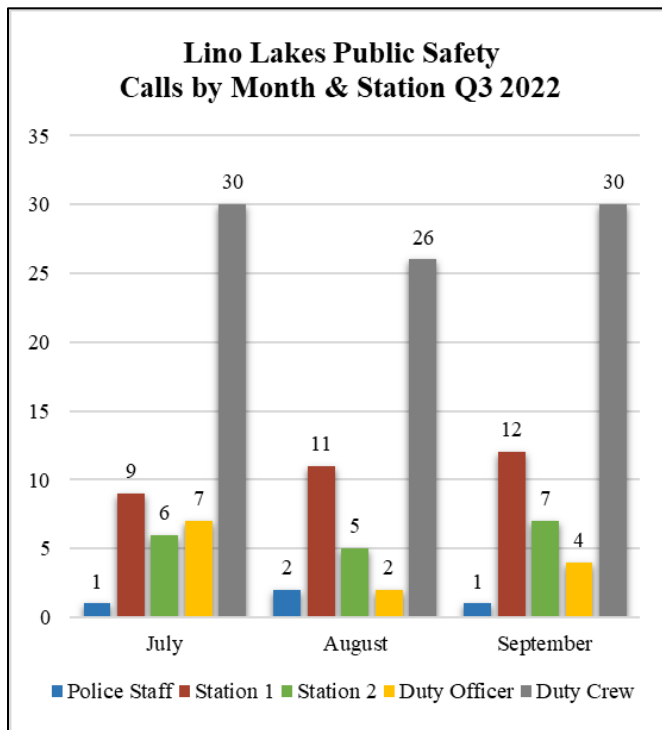
- 2023 Q3 Average emergency response for medicals, 4 minutes and 29 seconds.
- 2023 Q3 Average non-emergency response for medicals, 5 minutes and 46 seconds.
- Police staff responded to all 272 medical calls for service (CFS) and Fire staff responded to 25 medical CFS.

FIRE DIVISION

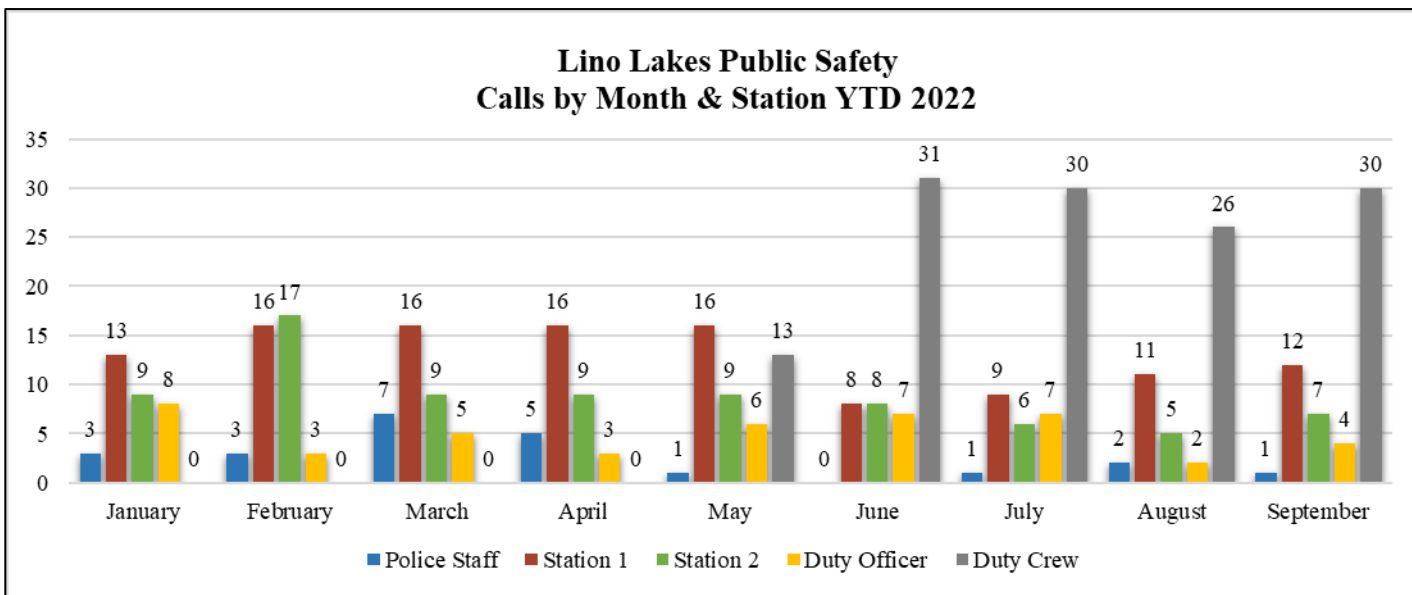


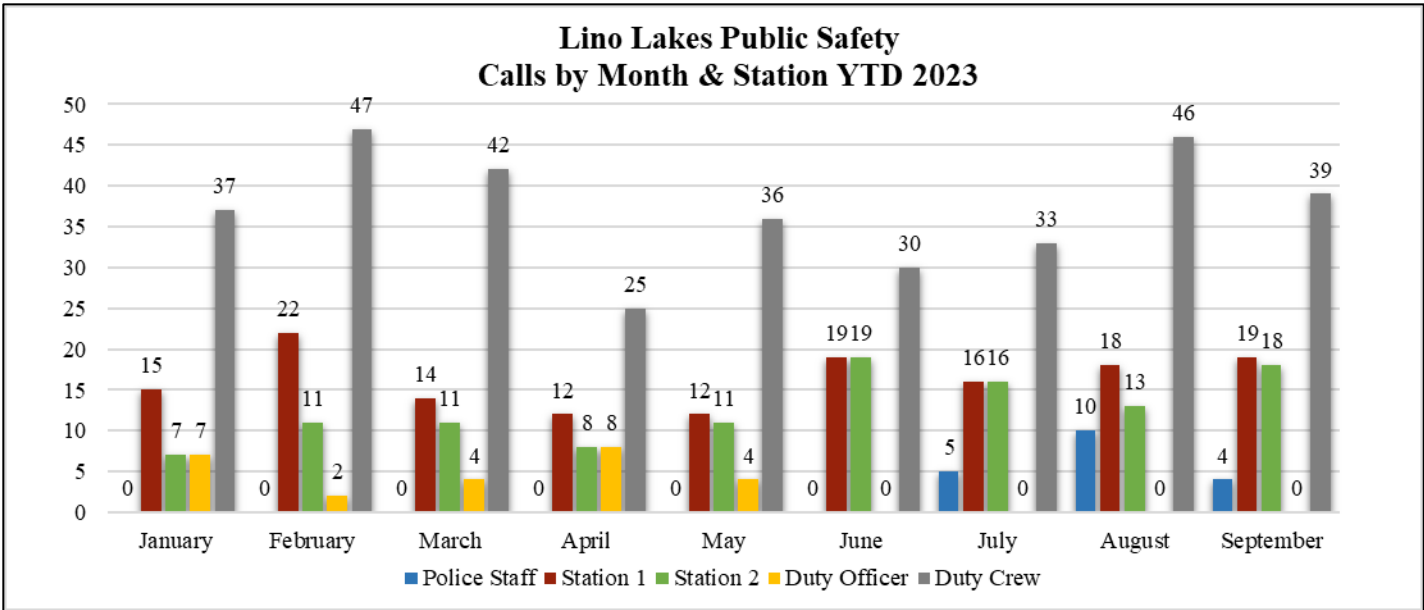
FIRE DIVISION					
NFR'S		Q3 2022	Q3 2023	Y-to-D 2022	Y-to-D 2023
100	Fire	5	10	27	22
200	Overpressure Explosion, Overheat - No Fire	0	0	0	0
300	Rescue & EMS Incidents	67	83	154	285
400	Hazardous Conditions - No Fire	16	20	39	51
500	Service Call	33	38	81	102
600	Good Intent Call	14	34	37	93
700	False Alarms & False Calls	18	33	56	68
800	Severe Weather & Natural Disaster	0	0	0	0
900	Special Incident	0	0	0	0
	TOTAL	153	218	394	621

Lino Lakes Public Safety Calls by Month and Station Q3						
YEAR	Station 1	Station 2	Duty Officer	Duty Crew	Total	Cross-trained Police Staff
2023	53	47	0	118	218	19 of the 218 calls
2022	32	18	13	86	149	4 of the 153 calls



Lino Lakes Public Safety Calls by Month and Station YTD						
YEAR	Station 1	Station 2	Duty Officer	Duty Crew	Total	Cross-trained Police Staff
2023	147	114	25	335	621	31 of the 621 calls
2022	117	79	45	130	241	23 of the 241 calls





MUTUAL AID GIVEN					
	Q1	Q2	Q3	Q4	TOTAL
2023	16	9	5		30
2022	16	6	23		45

MUTUAL AID RECEIVED					
	Q1	Q2	Q3	Q4	TOTAL
2023	2	2	6		10
2022	2	5	3		10

POLICE DIVISION



NIBRS Description - Group A	Qtr 3 2022		Qtr 3 2023		Y-to-D 2022		Y-to-D 2023	
	Off	Arrest	Off	Arrest	Off	Arrest	Off	Arrest
Animal Cruelty	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0
Aggravated Assault	2	2	2	2	8	8	5	5
Simple Assault	13	13	13	12	30	28	46	39
Intimidation	3	3	7	7	6	5	16	16
Burglary/Breaking & Entering	4	1	8	0	13	3	12	1
Counterfeiting/Forgery	5	0	2	0	9	4	8	5
Destruction / Damage / Vandalism of Property	14	2	19	5	40	9	36	10
Drugs/Narcotic Violation	17	15	11	9	42	38	25	21
Drug Equipment Violations	7	7	3	2	27	24	16	13
Embezzlement	0	0	0	0	0	0	0	0
Extortion / Blackmail	2	0	0	0	4	1	4	0
False Pretenses/Swindle/Con	2	0	7	4	13	4	14	6
Credit Card/Automated Teller Machine Fraud	0	0	2	0	3	0	8	0
Wire Fraud	0	0	0	0	1	1	2	0
Impersonation	1	1	1	1	4	4	7	7
Identity Theft	8	0	7	0	32	2	19	0
Hacking/Computer Invasion	0	0	0	0	1	0	1	0
Kidnapping/Abduction	0	0	1	1	0	0	2	2
Murder & Nonnegligent Manslaughter Person	0	0	0	0	0	0	0	0
Purse-Snatching	1	0	0	0	1	0	0	0
Pocket-Picking	0	0	0	0	0	0	1	0
Shoplifting	5	4	10	8	15	11	27	22
Theft from Building	2	0	1	0	6	2	5	1
Theft from Motor Vehicle	12	0	9	2	30	2	14	3
Theft of Motor Vehicle Parts or Accessories	2	0	4	0	12	1	4	0
All other Larceny	28	8	16	4	106	21	51	16
Motor Vehicle Theft	1	0	3	0	4	2	7	4
Robbery	0	0	0	0	0	0	0	0
Pornography/Obscene Material	0	0	2	1	1	0	4	1
Forcible Rape	0	0	0	0	1	1	1	0
Forcible Sodomy	0	0	1	0	1	1	1	0
Forcible Fondling	3	3	2	1	4	3	5	3
Stolen Property Offenses	4	4	5	3	4	4	8	4
Weapon Law Violations	0	0	5	5	3	3	10	6
TOTAL	136	63	141	67	421	182	359	185
Solve Rate	46%		48%		43%		52%	

NIBRS Description - Group B	Qtr 3 2022		Qtr 3 2023		Y-to-D 2022		Y-to-D 2023	
	Off	Arrest	Off	Arrest	Off	Arrest	Off	Arrest
Bad Checks	0	0	1	1	0	0	1	1
Curfew/Loitering/Vagrancy Violation	0	0	2	1	1	1	5	1
Disorderly Conduct	8	5	20	10	32	17	53	29
Driving Under Influence	26	26	65	65	79	79	181	177
Family Offenses, Nonviolent	0	0	0	0	0	0	2	1
Liquor Law Violations	2	2	4	4	9	9	14	14
Trespass of Real Property	10	9	2	1	21	20	6	5
TOTAL	46	42	94	82	142	126	262	228
SOLVE RATE	91%		87%		89%		87%	

2022/2023 Overall Clearance Rate	Q3 2022		Q3 2023		Y-to-D 2022		Y-to-D 2023	
	Off	Arrest	Off	Arrest	Off	Arrest	Off	Arrest
Group A	136	58	141	67	421	182	359	186
Group B	51	42	94	82	142	126	262	228
TOTAL	187	100	235	149	563	308	621	414
SOLVE RATE	53%		63%		55%		67%	

2022/2023 Clearance Rate	Q3 2022			Q3 2023			Year-to-Date 2022			Year-to-Date 2023		
	Off	Arrest	Solve Rate	Off	Arrest	Solve Rate	Off	Arrest	Solve Rate	Off	Arrest	Solve Rate
Property Crimes	89	20	22%	94	27	29%	294	70	24%	224	80	36%
Violent Crimes	18	18	100%	19	16	84%	44	41	93%	60	49	82%

FELONY CASE FILE SUBMISSIONS					
YEAR	Q1	Q2	Q3	Q4	TOTAL
2023	11	19	12		42
2022	4	15	20		39

Q3, 2023 Notable Actions & Events

- July 4, Forest Lake 4th of July Parade
- July 12, Centerville Fete De Lacs K9 Demo
- July 14, YMCA Super Hero Camp
- July 15, Centerville Fete De Lacs Parade
- July 28, YMCA Super Hero Camp
- August 1, National Noon Out
- August 2, Night to Unite
- August, 11 YMCA Super Hero Camp
- August 13, St. Joe's Summer Festival
- August 17, Rice Lake Kids Club Water days
- August 18, Blue Heron Days Community Event
- August 19, Blue Heron Days Parade
- August 24, Lino Lakes Elementary Truck Visit
- September 19, Lyngblomsten Coffee with a Cop



Lino Lakes Public Safety

One Vision. One Mission.



**Quarterly Update
September 30, 2023**

**John Swenson
Public Safety Director**





The mission of the Lino Lakes Public Safety Department is to collaborate with the community to provide:

- *a healthy and safe community;*
- *a focus on prevention;*
- *a commitment to life safety;*
- *aggressive pursuit of criminals;*
- *respectful communication;*
- *encouragement for volunteerism.*



Third Quarter Statistics



CASE NUMBERS GENERATED					
YEAR	Q1	Q2	Q3	Q4	TOTAL
2023	3,144	3,660	3,626		10,430
2022	2,531	3,265	3,252		9,048

Average Response Time (emergency & non-emergency) 6 minutes and 11 seconds

STACKED CALLS REPORT					
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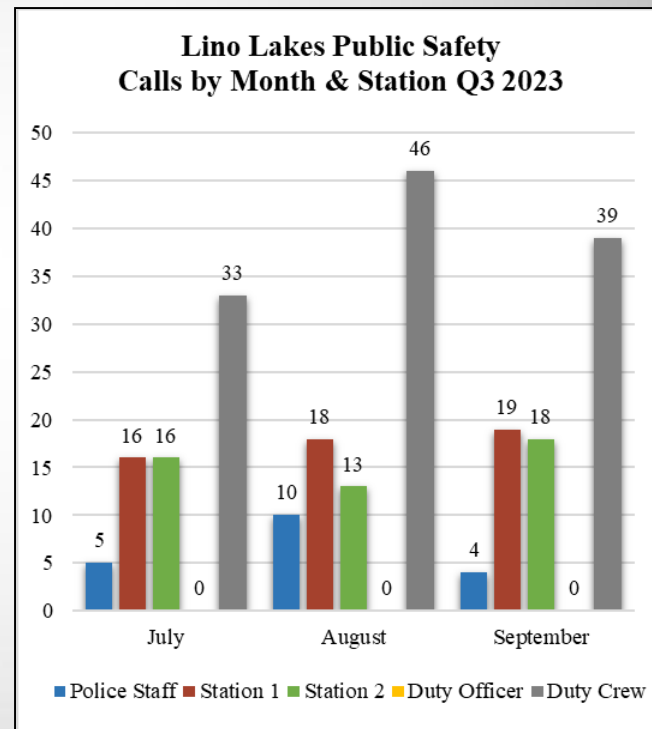
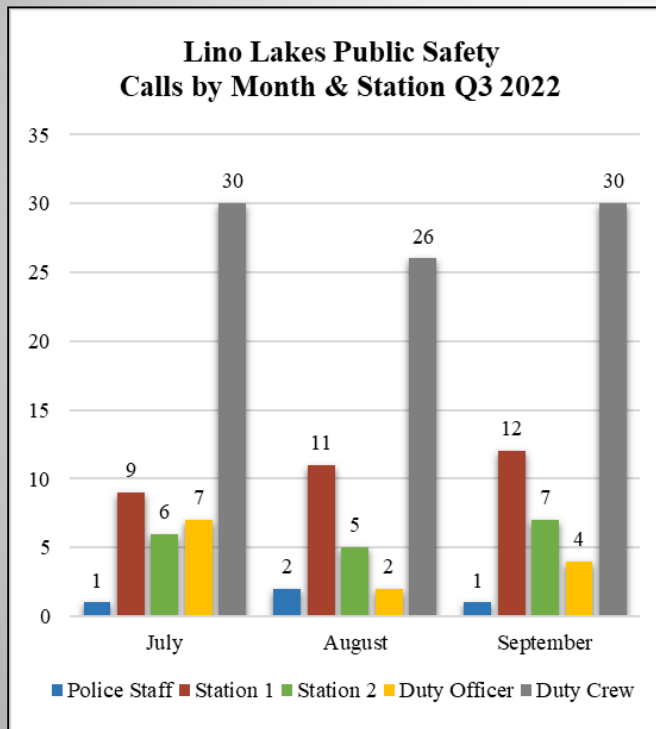


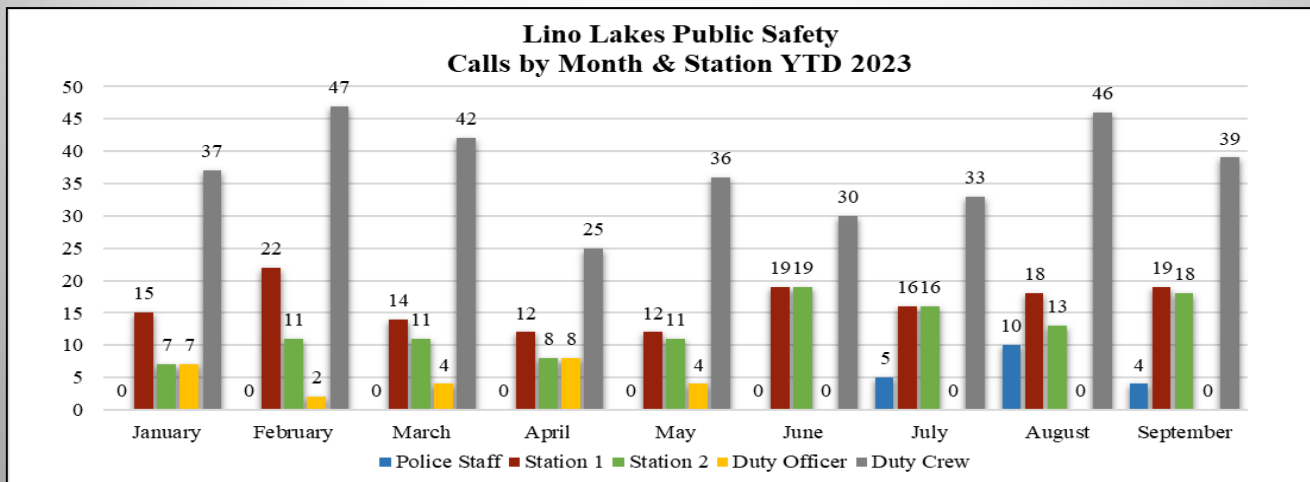
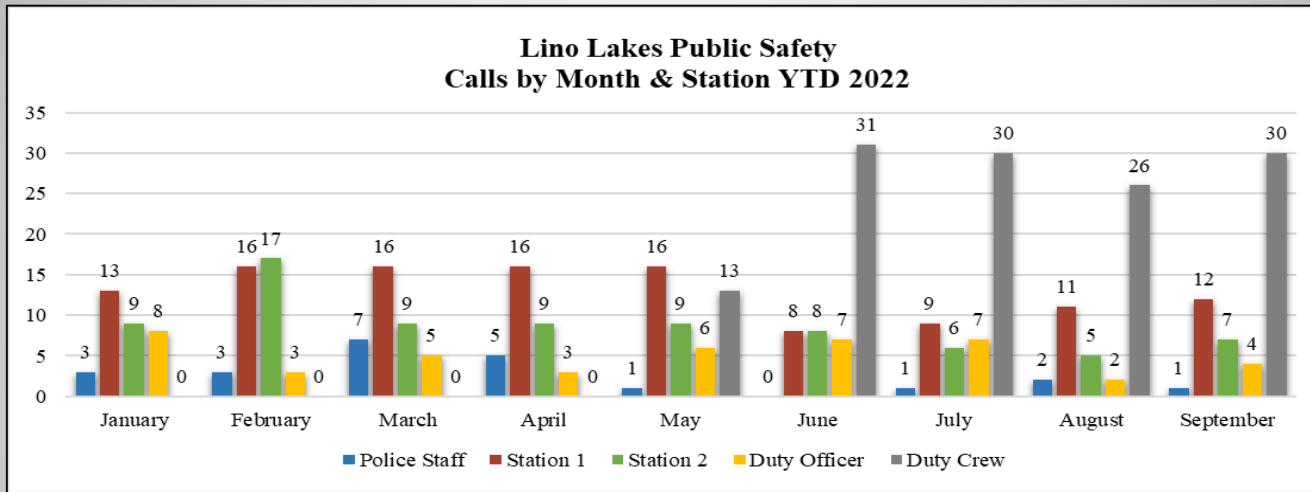
FIRE DIVISION					
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100	Fire	5	10	27	22
200	Overpressure Explosion, Overheat - No Fire	0	0	0	0
300	Rescue & EMS Incidents	67	83	154	285
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2022	117	79	45	130	241	23 of the 241 calls







MUTUAL AID GIVEN					
	Q1	Q2	Q3	Q4	TOTAL
2023	16	9	5		30
2022	16	6	23		45

MUTUAL AID RECEIVED					
	Q1	Q2	Q3	Q4	TOTAL
2023	2	2	6		10
2022	2	5	3		10



Group A Offenses and Arrests:

NIBRS Description - Group A	Qtr 3 2022		Qtr 3 2023		Y-to-D 2022		Y-to-D 2023	
	Off	Arrest	Off	Arrest	Off	Arrest	Off	Arrest
Animal Cruelty	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0
Aggravated Assault	2	2	2	2	8	8	5	5
Simple Assault	13	13	13	12	30	28	46	39
Intimidation	3	3	7	7	6	5	16	16
Burglary/Breaking & Entering	4	1	8	0	13	3	12	1
Counterfeiting/Forgery	5	0	2	0	9	4	8	5
Destruction / Damage / Vandalism of Property	14	2	19	5	40	9	36	10
Drugs/Narcotic Violation	17	15	11	9	42	38	25	21
Drug Equipment Violations	7	7	3	2	27	24	16	13
Embezzlement	0	0	0	0	0	0	0	0
Extortion / Blackmail	2	0	0	0	4	1	4	0
False Pretenses/Swindle/Con	2	0	7	4	13	4	14	6
Credit Card/Automated Teller Machine Fraud	0	0	2	0	3	0	8	0
Wire Fraud	0	0	0	0	1	1	2	0
Impersonation	1	1	1	1	4	4	7	7
Identity Theft	8	0	7	0	32	2	19	0
Hacking/Computer Invasion	0	0	0	0	1	0	1	0
Kidnapping/Abduction	0	0	1	1	0	0	2	2
Murder & Nonnegligent Manslaughter Person	0	0	0	0	0	0	0	0
Purse-Snatching	1	0	0	0	1	0	0	0
Pocket-Picking	0	0	0	0	0	0	1	0
Shoplifting	5	4	10	8	15	11	27	22
Theft from Building	2	0	1	0	6	2	5	1
Theft from Motor Vehicle	12	0	9	2	30	2	14	3
Theft of Motor Vehicle Parts or Accessories	2	0	4	0	12	1	4	0
All other Larceny	28	8	16	4	106	21	51	16
Motor Vehicle Theft	1	0	3	0	4	2	7	4
Robbery	0	0	0	0	0	0	0	0
Pornography/Obscene Material	0	0	2	1	1	0	4	1
Forcible Rape	0	0	0	0	1	1	1	0
Forcible Sodomy	0	0	1	0	1	1	1	0
Forcible Fondling	3	3	2	1	4	3	5	3
Stolen Property Offenses	4	4	5	3	4	4	8	4
Weapon Law Violations	0	0	5	5	3	3	10	6
TOTAL	136	63	141	67	421	182	359	185
Solve Rate	46%		48%		43%		52%	



Group B Offenses and Arrests:

NIBRS Description - Group B	Qtr 3 2022		Qtr 3 2023		Y-to-D 2022		Y-to-D 2023	
	Off	Arrest	Off	Arrest	Off	Arrest	Off	Arrest
Bad Checks	0	0	1	1	0	0	1	1
Curfew/Loitering/Vagrancy Violation	0	0	2	1	1	1	5	1
Disorderly Conduct	8	5	20	10	32	17	53	29
Driving Under Influence	26	26	65	65	79	79	181	177
Family Offenses, Nonviolent	0	0	0	0	0	0	2	1
Liquor Law Violations	2	2	4	4	9	9	14	14
Trespass of Real Property	10	9	2	1	21	20	6	5
TOTAL	46	42	94	82	142	126	262	228
SOLVE RATE	91%		87%		89%		87%	

2022/2023 Overall Clearance Rate	Q3 2022		Q3 2023		Y-to-D 2022		Y-to-D 2023	
	Off	Arrest	Off	Arrest	Off	Arrest	Off	Arrest
Group A	136	58	141	67	421	182	359	186
Group B	51	42	94	82	142	126	262	228
TOTAL	187	100	235	149	563	308	621	414
SOLVE RATE	53%		63%		55%		67%	



2022/2023 Clearance Rate	Q3 2022			Q3 2023			Year-to-Date 2022			Year-to-Date 2023		
	Off	Arrest	Solve Rate	Off	Arrest	Solve Rate	Off	Arrest	Solve Rate	Off	Arrest	Solve Rate
Property Crimes	89	20	22%	94	27	29%	294	70	24%	224	80	36%
Violent Crimes	18	18	100%	19	16	84%	44	41	93%	60	49	82%

FELONY CASE FILE SUBMISSIONS					
YEAR	Q1	Q2	Q3	Q4	TOTAL
2023	11	19	12		42
2022	4	15	20		39



STAFFING – FIRE DIVISION

STAFFING - FIRE DIVISION			
POSITION	AUTHORIZED	ACTUAL	NOTES
FT	2	2	
PT	15	7	11 in background; no longer accepting application
POC	40	19	1 in background; STN 1 - 8 POC FFs & Stn 2 - 11 POC FFs

Postcard mailing on Nov. 10 going 9,000 residences announcing job fair on Nov. 16



STAFFING – POLICE DIVISION

STAFFING - POLICE DIVISION			
POSITION	AUTHORIZED	ACTUAL	NOTES
Sworn	28	26	2 candidates second interview
Record Tech	2	2	
Admin Ast	1	1	
Invest. Ast	1	1	
PT CSO	3	1	1 in background; 5 secheduled interveiws

Evaluating two state funded grant programs designed to attract and train police officer candidates



MENTAL HEALTH CALLS FOR SERVICE

	Mental Health CFS	MH Professional Ast.
2022	172	141
2023*	108	91
* Thru 8.31.2023		

Repeat Calls for Service	
2 or more CFS	46%
3 or more CFS	29%
4 or more CFS	21%
5 or more CFS	16%



MENTAL HEALTH CALLS FOR SERVICE

- In partnership with the Centennial Lakes Police Department and Spring Lake Park Police Department, staff is evaluating available grants to provide mental health professional services.
- This will provide a higher level of service to the community with the goal of reducing total calls for service, specifically reducing repeat calls for service.
- Why partner?
 - Although our mental health calls for service are significant, there is not enough workload for a dedicated resource for just our community.
 - Through collaboration with other jurisdictions we increase our ability to secure grant funding to address this community problem.



Large Scale Emergency Events

- What is the Council's role during large scale or rapidly evolving emergency event?
- How can other City Departments assist in our response?
- We need to do a better job prepare elected officials and staff on our emergency plans and their role in those plans.
- Use MN Public Safety Aid to contract with consult to provide tabletop training exercises.



Third Quarter Notable Events

- July 4, Forest Lake 4th of July Parade
- July 12, Centerville Fete De Lacs K9 Demo
- July 14, YMCA Super Hero Camp
- July 15, Centerville Fete De Lacs Parade
- July 28, YMCA Super Hero Camp
- August 1, National Noon Out
- August 2, Night to Unite
- August, 11 YMCA Super Hero Camp
- August 13, St. Joe's Summer Festival
- August 17, Rice Lake Kids Club Water days
- August 18, Blue Heron Days Community Event
- August 19, Blue Heron Days Parade
- August 24, Lino Lakes Elementary Truck Visit
- September 19, Lyngblomsten Coffee with a Cop



Public Safety Staff Update

- Police – 26 personnel (authorized 28)
 - Fire – 28 personnel (authorized 2 FTE, 40 Paid-on-Call Firefighters, and 15 PT Firefighters)
 - Administration – 5 personnel (authorized 4 FTE, 3 part-time)
-
- One Police Officer currently in field training.
 - Police Officer Hiring Process – Currently accepting applications.
 - Part-time Firefighter Hiring Process – Ten candidates in background and not currently accepting applications.
 - Paid-on-Call Firefighter Hiring Process – One candidate in background and currently accepting applications.



2023 Areas of Focus

UPDATE

- Employee Wellness
- Firefighter and Police Officer Recruitment
- Employee Retention

**CITY COUNCIL
WORK SESSION STAFF REPORT
ITEM NO. 5**

STAFF ORIGINATOR: Meg Sawyer, Human Resources and Communications Manager

DATE OF WORK SESSION: November 6, 2023

TOPIC: Part-Time Firefighter Compensation Plan

BACKGROUND

In 2021, the City Council approved a daytime fire response plan and the hiring of a part-time duty crew of firefighters assigned to Fire Station #1 and #2. At that time, staff used the City's job evaluation system to determine the relative value of the part-time firefighter position within the City of Lino Lakes. In addition, staff performed and placed a heavy emphasis on an external market study to establish the following wage range for the part-time firefighter position in 2022:

2022	Start	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Firefighter (PT)	\$18.66	\$19.18	\$19.70	\$20.24	\$20.80	\$21.37	\$21.96

Part-time firefighters are eligible for an annual Cost of Living Adjustment (COLA) approved as part of the Compensation Plan for non-union employees. The 2023 compensation plan included a 3% general wage increase (COLA), plus a .75% market adjustment as follows:

2023	Start	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Firefighter (PT)	\$19.36	\$19.89	\$20.44	\$21.00	\$21.58	\$22.17	\$22.78

At the October 2, 2023 Work Session, staff recommended the continuation of the current compensation plan for PT Firefighters based on a recently conducted market study of the hourly rates of pay for part-time firefighter personnel in the metro area and throughout the state. The study found that on average, part-time firefighters were paid a starting wage of \$15.61 per hour. The maximum hourly starting wage was \$21.34 and the minimum hourly starting wage was \$11.79.

At the October 2, 2023 Work Session, Council directed staff to perform additional market research using only comparable cities that have a part-time fire response. The results of that market data are listed in the table below:

City	Part-Time Fire Response	Authorized # of PT Fire Fighters	Actual # of PT Fire Fighters	Starting Wage
Champlin	No			
Chaska	No			
Columbia Heights	No			
Crystal	No			
Farmington	No			
Forest Lake	No			
Golden Valley	No			
Hastings	No			
Hopkins	Yes	4	4	\$17.15
Lino Lakes	Yes	15	6	\$19.36
New Brighton	No			
New Hope	No			
Northfield	No			
Prior Lake	No			
Ramsey	No			
Rosemount	No			
Savage	No			
Stillwater	No			
South St. Paul	No			
West St. Paul	No			
White Bear Lake	Yes	40	21	\$15.86

In addition, Council asked staff to perform a job re-evaluation for the position of Part-Time Firefighter. Following Council direction, a second analysis was completed by staff with the assistance of the City's Compensation Consultant. An in-depth analysis of the position's requirements were performed and the position was benchmarked against similarly situated positions within the City, to ensure internal equity.

The purpose of evaluating jobs is to compare different attributes or elements of jobs and establish a job ranking. By introducing a repeatable process for evaluating jobs, this system provides logical and systematic steps to reduce the subjectivity of judging job value. It also provides more consistency to the method of assigning jobs to grades.

The Keystone Job Leveling System uses five of the most broadly used compensable factors as evidenced by extensive global research on point-factor job evaluation methods. These factors have been proven to have a high degree of correlation with market value and are considered

the key factors in translating input activities into output results for jobs at various levels within the organization.

1. Knowledge, Skills & Competence (Qualifications)
2. Responsibility and Accountability (Decision Impact)
3. Complexity/Mental Effort (Problem Solving Skills)
4. Contacts & Interpersonal Communications (Relationships)
5. Working Conditions/Environment

Based on the results of the position re-evaluation, staff is recommending the position of Part-Time Firefighter be placed at Grade 130 of the Lino Lakes Compensation Plan.

Lino Lakes Salary Range Matrix and Steps

Year	Position(s)	Grade	Starting Rate	Step-1	Step-2	Step-3	Step-4	Step-5	Step-6
2023	Firefighter (PT)	130	\$23.88	\$24.54	\$25.21	\$25.90	\$26.62	\$27.35	\$28.09
2024	Firefighter (PT)	130	\$24.78	\$25.46	\$26.16	\$26.88	\$27.62	\$28.37	\$29.15

The estimated 2024 budget impact for the City will be \$53,340.

REQUESTED COUNCIL DIRECTION

Staff is seeking Council direction to adjust the Part-Time Firefighter position to Job Grade 130 within the City of Lino Lake's Compensation Plan.

ATTACHMENTS

Work Session Item 8, Part-Time Firefighters Compensation Plan - October 2, 2023

**CITY COUNCIL
WORK SESSION STAFF REPORT
ITEM NO. 8**

STAFF ORIGINATOR: Meg Sawyer, Human Resources and Communications Manager

DATE OF WORK SESSION: October 2, 2023

TOPIC: Part-Time Firefighter Compensation Plan

BACKGROUND

In 2021, the City Council approved a daytime fire response plan and the hiring of a part-time duty crew of firefighters assigned to Fire Station #1 and #2. At that time, staff used the Keystone Job Leveling System, which is a point-factor job evaluation system, to determine the relative value of the part-time firefighter position within the City of Lino Lakes. The evaluation outcomes are used to develop internally equitable compensation structures and establish external compensation programs using market benchmark data. Staff also uses this job evaluation system when reporting their required local government Pay Equity Report to the State of Minnesota (Local Government Pay Equity Act, M.S. 4 71.991-471.999 and Minnesota Rules, Chapter 3920).

After completion of the job evaluation system, the following Salary Range Matrix and annual step structure was created for the part-time firefighter position. The position graded out at a 110 level with a starting rate in 2022 at \$18.66 per hour.

Lino Lakes Salary Range Matrix and Steps

Year	Position(s)	Grade	Starting Rate	Step-1	Step-2	Step-3	Step-4	Step-5	Step-6
2022	Firefighter (PT)	110	\$18.66	\$19.18	\$19.70	\$20.24	\$20.80	\$21.37	\$21.96
2023	Firefighter (PT)	110	\$19.36	\$19.89	\$20.44	\$21.00	\$21.58	\$22.17	\$22.78
2024	Firefighter (PT)	110	\$20.09	\$20.64	\$21.21	\$21.79	\$22.39	\$23.01	\$23.63

Part-time firefighters are eligible for an annual Cost of Living Adjustment (COLA) approved as part of the Compensation Plan for Non-Union Employees. The 2023 compensation plan included a 3% general wage increase (COLA), plus a .75% market adjustment. The 2024 compensation plan includes a 3% general wage increase (COLA), plus a .75% market adjustment.

In addition to the compensation outlined above, all part-time firefighters are enrolled in the Coordinated Pension Plan that is administered by the Public Employees Retirement Association (PERA). City of Lino Lakes part-time firefighters contribute 6.5% of their total salary and the City

of Lino Lakes contributes 7.5% to PERA. Attached to this report is a guide to the PERA Coordinated Plan.

In an effort to continue to recruit and retain part-time firefighter personnel, staff has recently conducted a market study of the hourly rates of pay for part-time firefighter personnel in the metro area and throughout the state. The study found that on average, part-time firefighters were paid a starting wage of \$15.61 per hour. The maximum hourly starting wage was \$21.34 and the minimum hourly starting wage was \$11.79.

City	Does City have PT Firefighters	Starting Wage	Top Wage
Belle Plaine	Yes	\$11.90	\$11.90
Brooklyn Center	Yes	\$11.79	\$17.52
Centennial Fire	No		
Chaska*	Yes	\$16.75	\$26.56
Chisholm	Yes	\$14.00	\$14.00
Columbia Heights*	No		
Dodge Center	Yes	\$21.34	\$21.34
Elk River	Yes	\$15.62	\$18.62
Fairmont	Yes	\$18.09	\$18.09
Forest Lake*	No		
Hastings*	No		
Hopkins*	Yes	\$17.15	\$17.15
<i>Lino Lakes</i>	<i>Yes</i>	<i>\$19.36</i>	<i>\$22.78</i>
New Brighton*	No		
Oak Grove	Yes	\$13.18	\$18.61
Oakdale	No		
Orono	Yes	\$16.00	\$25.00
Plymouth	Yes	\$13.44	\$16.48
Prior Lake*	No		
St. Anthony	Yes	\$14.86	\$14.86
Tracy	Yes	\$12.50	\$12.50
White Bear Lake*	Yes	\$15.86	\$19.71
Worthington	Yes	\$16.60	\$16.60
Average		\$15.61	\$18.16
Min		\$11.79	\$11.90
Max		\$21.34	\$26.56

*Keystone Compensation Plan Peer Group City

Based on this research, staff is recommending the continuation of the current wage range matrix for the City of Lino Lakes for 2023 and 2024. Part-time firefighters would continue to be eligible for an annual Cost of Living Adjustment (COLA) approved as part of the Compensation

Plan for non-union employees. Historically, non-union employee salary adjustments have been consistent with adjustments negotiated and approved in union labor agreements.

REQUESTED COUNCIL DIRECTION

Staff is seeking Council agreement to continue with the current part-time firefighter compensation plan.

ATTACHMENTS

Work Session Item 9 - Daytime Fire Response - May 3, 2021
PERA Coordinated Plan Guide

WS – Item 9

WORK SESSION STAFF REPORT
Work Session Item 9

Date: May 3, 2021
To: City Council
From: John Swenson, Public Safety Director
Re: Daytime Fire Response

Background

The delivery of fire services has been a discussion point with Council for approximately the last year. Here is a recap regarding daytime fire response:

- During the spring of 2020, staff developed Police Officer/Firefighter and Sergeant/Firefighter position descriptions and engaged in labor contract negotiations with the applicable labor groups during the summer and fall of 2020. Labor contracts, which included agreed upon compensation rates for the Police Officer/Firefighter and Sergeant/Firefighter positions, were ratified in December of 2020.
- On January 13, 2021 all police staff participated in a meeting to discuss the new Police Officer/Firefighter and Sergeant/Firefighter positions and answer any questions regarding these new positions. All police staff had until February 1, 2021 to elect to or decline to transition to one of the new positions.
- During the February 1, 2021 Council Work Session, staff updated the Council on this topic and informed Council that one police officer informed the City that they would be willing to transition to the new Police Officer / Firefighter position.
- Based on the low level of interest from police staff, staff recommended researching the following options to provide daytime fire response to the Council:
 - development of daytime fire duty crew
 - contract with an outside vendor to provide daytime fire services
 - collaborate with another jurisdiction for daytime fire response
- The Centennial Fire District (CFD) had been undergoing a study of their fire operations since the summer of 2020 and a report was released in the winter of 2021. As part of the findings of that study and direction from Council, we have engaged in talks with CFD to examine options for potential collaboration for daytime fire response in the cities of Lino Lakes, Centerville, and Circle Pines. On April 15, 2021, CFD requested that we prepare a proposal to provide daytime fire response on a contract for services basis.

Staff has conducted research on the options articulated above to provide daytime fire response and found that there are currently no private outside vendors that would be able to provide daytime fire response to Lino Lakes. Staff spoke with the Spring Lake Park, Blaine, Mounds View (SBM) and Forest Lake Fire Departments and determined that further collaboration with these departments for daytime fire response is not viable at this time. Potential collaboration with CFD may be a viable option and further details are provided below.

If a daytime fire duty crew is implemented in Lino Lakes to provide daytime fire response, staff recommends a duty crew be staffed with 4 firefighters during the hours of 6 AM to 6 PM Monday through Friday. These hours of operation will ensure that we have fire responders available when our POC Firefighters are working their full-time jobs.

In order to reduce costs for the daytime fire duty crew, staff proposes utilizing part-time firefighters for the duty crew. One cautionary note that Council should consider is many jurisdictions have had trouble recruiting and retaining part-time firefighters; therefore, some of these jurisdictions have migrated from part-time firefighters to full-time firefighters.

The personnel cost (wages and associated benefits) to staff a daytime duty crew with part-time firefighters during the staff recommended hours of operation is estimated to be \$300,000.

As noted above, collaboration with CFD may be a viable option and discussions thus far have focused on:

1. CFD would staff two firefighters and Lino Lakes would staff two firefighters during the recommended hours of operation and the 4 firefighters would provide daytime fire response, Monday through Friday, in the cities of Lino Lakes, Centerville, and Circle Pines. In order for such a collaboration to be successful, there would need to be a comprehensive operational plan with leadership of both departments.
2. CFD has requested a proposal from Lino Lakes to provide daytime fire response in the cities of Centerville and Circle Pines. If the Council is supportive of this, staff recommends that we utilize the cost sharing formula currently used by the Anoka County Fire Protection Council to determine what CFD's portion of the personnel costs would be for a duty crew. Staff would further recommend establishing a fee for consumables, apparatus and equipment usage.

Staff has previously communicated to Council that CFD is currently considering an agreement with SBM Fire Department to provide administrative oversight for CFD. Staff believes that it is crucial for the individual (or organization) that would implement any collaboration agreement to be part of the discussion to ensure the collaboration efforts are a successful joint venture; therefore, further discussion regarding a jointly staffed fire duty crew should wait until CFD has made a decision on this point.

If the Council is supportive of providing CFD with a proposal to provide daytime fire services, staff recommends charging CFD \$185,590.84 per year to provide daytime fire services in the cities of Circle Pines and Centerville in the same manner we provide fire services in Lino Lakes. This amount is based on the fire duty crew personnel and administrative costs apportioned using the ACFPC cost sharing formula (\$160,590.84 personnel and administrative costs) and flat fee for apparatus/equipment usage and consumables (\$25,000 flat fee).

Staff is seeking Council direction on this matter.

Welcome! Whether you are a new or returning member, we are pleased to have you participate in the Public Employees Retirement Association (PERA).

As a **Coordinated Plan** member of PERA, you are part of Minnesota's largest public pension plan. Today the Association serves over 160,000 public employees from approximately 2,100 cities, counties and school districts across the state. We currently pay benefits to over 90,000 retirees, disabled members and survivors of deceased members.



PERA is a traditional pension plan

Recognizing the need for a retirement program for employees of county and local governments, the Minnesota Legislature created PERA in 1931, four years prior to the creation of Social Security.

Unlike most retirement plans today, traditional pension plans like PERA—also known as defined benefit plans—provide you with the security of a lifetime benefit.

PERA is a tax qualified plan under Section 401(a) of the Internal Revenue Code. As a result, your federal and state taxes on PERA contributions are

deferred to the time of withdrawal. Because PERA is a tax-qualified plan, there may be limits on the amount you can contribute tax deferred to an IRA. You should contact the IRS or a qualified tax advisor to find out what the limits are for you.



Eligibility

Your employer enrolled you in PERA after determining you qualified for membership. Membership is required for employees who are expected to earn a minimum of \$5,100 in a year (\$3,800 for school employees) unless their position is excluded by law.

As a Coordinated Plan member, you and your employer contribute a percentage of your gross salary to the Association. In turn, PERA invests these contributions to fund benefits for our members. Go to **MY PERA** at www.mnpera.org to check details of your contributions and membership data.

While contributions and investment earnings are critically important to the long-term funding of the Association, they do not determine the value of your individual benefit. Instead, your benefit is based on a formula that takes into consideration three factors:

Age—The closer you are to full retirement age, the larger the monthly benefit you will receive. While there are exceptions, full retirement age is typically age 65 to 66 for Coordinated members. The earliest age at which most members

can receive a benefit is 55, but this will result in a lower monthly benefit because you will be receiving a pension from PERA over a longer period of time.

Service—The longer you are employed in public service, the greater the benefit. After you are enrolled in PERA, you earn one service credit for each month in which you worked and were compensated. Once you have earned enough service credits to be vested (60 credits for members hired after June 30, 2010) you qualify for future lifetime benefits.

High-five average salary—This is the 60 consecutive months during which your earnings are the greatest. Typically, this is the five years just prior to retirement.



Retirement benefits

For members just entering public service in the Coordinated Plan, the formula looks like this:


$$(1.7\% \times \text{Years of Service}) \times \text{High-5 Salary} = \text{Annual Retirement Benefit}$$

As an example, 30 years of service would result in a benefit of 51 percent of your high-five salary at full retirement age. **MY PERA** can provide you with estimates of your future benefits at any retirement age.

Disability benefits

You may be eligible for benefits from PERA if you are unable to work, not just at your job, but any job because of a physical or mental disability. That is,

you must be totally and permanently disabled and unable to engage in any substantial gainful activity. You become eligible for disability benefits once you are vested with the Association—after three or five years of service, depending on when you first entered public service.



Alternatives for survivors

PERA also provides survivor (death) benefits for families of members who unfortunately die before receiving a retirement benefit.

Survivor benefits follow a simple succession. Should you die, any survivor benefits due would first go to your surviving spouse. If there is no spouse, benefits would then be payable to any dependent children. Finally, if there are no survivor benefits due, the balance in your account, plus interest, would be distributed to your beneficiaries. If we have no listed beneficiaries, the funds would be paid to your estate. **(A form for changing your beneficiary(ies) can be found on our website in *Forms & Publications*.)**

If you leave before retirement

If you terminate public employment after you have become vested (five years of service if hired after June 30, 2010), you can leave your contributions with PERA and qualify for a pension any time after reaching retirement age.

(Continued on reverse side)

To learn more about PERA, visit us at www.mnpera.org. Your individual information is always available by registering for **MY PERA**.



PERA: Just the Basics

Regardless of your length of service, you are entitled to a refund of your employee contributions plus interest, compounded annually, after your termination of public employment. Keep in mind, however, that employer contributions are not refundable and you will forfeit all future PERA benefits.

Repayment of a refund

If you were previously a PERA member who left public service and received a refund, you have the option to repay the refund to restore lost service credit with PERA after you have earned an additional six months of service credit as a member.

Combined service benefits

You may combine your service in PERA with service in other covered Minnesota public pension plans. This entitles you to a combined service pension from each of the plans in which you have service. Combined service pensions often provide a higher overall level of retirement income.

How to learn more

As this pamphlet's name implies, this is a very brief summary of your retirement plan provisions. For a more comprehensive overview, take a few minutes to visit our website at www.mnpera.org. If you visit our website, you'll find much more information about your retirement plan and PERA itself.

Register as an online member

By clicking on the **MY PERA** button at www.mnpera.org and registering as an online member, you have instant access to your individual data on file with PERA. This includes the individuals we have listed as your beneficiaries, your payroll deductions and date of membership. Check your account periodically for accuracy and to inform us if corrections need to be made. An improper delay in your PERA enrollment or an incorrect salary amount may only be corrected within a three-year period.

You can also create your own retirement, disability and survivor estimates, or register for one of our educational programs or conferences any time, day or night, at **MY PERA**.

MY PERA—your 24/7 connection to PERA.



This publication is intended to provide general information; the rights and obligations of PERA members are governed by state and federal laws, rules and regulations. The Minnesota Legislature or the federal government may change the statutes, rules and regulations governing PERA at any time. If there is a discrepancy between the law governing PERA and the information contained in this publication, the statutes and regulations shall govern.

This document is available in alternative formats to individuals with disabilities by calling (651) 296-7460 or 1 800 652-9026, or through the Minnesota Relay Service at 1 800 627-3529.

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291
For Coordinated
Plan Members



Who we are;
what we do

Public Employees Retirement
Association of Minnesota January 2015

**CITY COUNCIL
WORK SESSION STAFF REPORT
ITEM NO. 6**

STAFF ORIGINATOR: Hannah Lynch, Finance Director

WORK SESSION DATE: November 6, 2023

TOPIC: 2024 Fee Schedule

BACKGROUND

The City Council approved the first reading of Ordinance 14-23, Adopting the 2024 Fee Schedule on October 23, 2023. After the first reading questions from Council have been raised in regards to the proposed Water Utility Base Fee increase from \$15/Quarter/REU to \$20/Quarter/REU.

The proposed water and sewer utility fee increases follow the recommendation of the Utility Rate Study accepted by Council on May 10, 2021. The increase in the water base fee is related to the construction of a Water Treatment Plant. The base fee is receipted to the Water Operating Fund and transferred to the Area and Unit Trunk Fund annually at year-end. The Area and Unit Trunk Fund will make the annual debt service payments on the Water Treatment Plant. The rate study recommends increasing the base fee annually until 2025. The 2024-2028 Financial Plan estimates the first debt service payments on the Water Treatment Plan in 2025 to amount to \$1,470,000 at which time the annual water base fees are projected to be \$768,700.

Annual increases in the Water Utility Base Fee are needed to help cash flow the debt service payments on the Water Treatment Plant. The current Water Treatment Plant construction schedule is shown below.

Description	Date
Design Kickoff Meeting	July 2023
30% Design & Renderings	Aug.-Sep. 2023
90% Design	November 2023
100% Design	January 2024
City Council Approves Bidding Documents and Authorizes Ad for Bid	February 2024

Bid Opening	March 2024
City Council Awards Construction Contract	April 2024
Construction Start	Summer 2024
Substantial Completion & Startup	Fall-Winter 2025
Final Completion	Winter 2025-2026

Using a current water customer count of 5,708 the increase in the Water Utility Base Fee is projected to increase base fee revenues by \$114,160 in 2024.

The second reading of Ordinance 14-23, Adopting the 2024 Fee Schedule is planned for November 13, 2023.

REQUESTED COUNCIL DIRECTION

Staff recommends increasing the Water Utility Base Fee as proposed in the 2024 Fee Schedule.

Staff will be prepared to discuss on any of the other proposed changes to the 2024 Fee Schedule.

ATTACHMENTS

2024 Fee Schedule – Red Lined

2024 Fee Schedule – Final

1st Reading: October 23, 2023	Publication: November 21, 2023
2nd Reading: November 13, 2023	Effective: 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 Investigation (Initial Application Only)	\$ 267.75 1 or 2	Included in <i>Liquor License Investigation</i>
	\$ 471.75 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	
Wine License Investigation (Initial Application Only)	\$ 267.75 1 or 2	Included in <i>Liquor License Investigation</i>
	\$ 471.75 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
Burning Permit	\$ 50.00 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	\$ 250.00	/Year	
	\$ 200.00	/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	
Lawn Sprinkling Violation	\$ 25.00	First Violation	<i>Included under Utility Fees</i>
	\$ 50.00	Each Subsequent Citation	
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)	
	\$ 69.00	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)	
Rental License Re-Inspection Fee	\$ 73.00		
	\$ 69.00		
Return Check Charge	\$ 30.00		
Special Event Permit	\$ 50.00		
Tobacco License	\$ 250.00		
	\$ 50.00		

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
Photographs	\$ 25.00	Plus Developing Costs
Digital Photographs	\$ 25.00	Up to 16gb Flash Drive
Other Digital Documentation/Video	\$ 50.00	Up to 16gb Flash Drive
	\$ 25.00	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
	\$ 100.00	/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
	\$ ——— 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 \$69.00
\$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 \$69.00
\$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 \$ —69.00 /Trip
Inspections Outside of Normal Business Hours	\$ 73.00 /Hour* \$ —69.00 /Hour*
Re-Inspection Fee	\$ 73.00 /Trip \$ —69.00 /Trip
Inspections for which no fee is specifically designed	\$ 73.00 /Trip \$ —69.00 /Trip
Additional Plan Review Required by Changes, Additions, or Revisions	\$ 73.00 /Hour** \$ —69.00 /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 \$ 69.00
Accessory Building Permit: over 200 sq. ft. in size	See Building Fee Table
Fence Permit: 6 feet or under in height	\$ 73.00 \$ 69.00
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 \$ 69.00
Mechanical (HVAC) permit: Gas Fireplace	\$ 73.00 Plus \$34.50 for Each Additional Fireplace \$ 69.00 Plus \$34.50 for Each Additional Fireplace
Mechanical (HVAC) Permit: Residential	\$ 73.00 Except New Construction Includes AC/Furnace Combined \$ 69.00 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 \$69.00 Minimum Fee)
Manufactured Home Permits	\$ 250.00
Plumbing Permit	\$ 11.00 /Fixture (\$73.00 Min. Fee) /Fixture (\$69.00 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 \$ 69.00

Lawn Sprinkler/Irrigation System Permit	\$ 73.00	
	\$ 69.00	
Irrigating or Watering of New Landscaping Permit (Sod or Seed)	\$ -	No Fee
Driveway Replacement Permit	\$ 73.00	
	\$ 69.00	
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 Plus \$0.05/ Lineal Foot
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*
	\$ 15.00 /Quarter/REU*
Consumption Fee	
0 - 20,000 Gallons	\$ 2.10 /Thousand Gallons
	\$ 2.02 /Thousand Gallons
20,001 - 40,000 Gallons	\$ 2.34 /Thousand Gallons
	\$ 2.25 /Thousand Gallons
40,001 - 80,000 Gallons	\$ 2.92 /Thousand Gallons
	\$ 2.81 /Thousand Gallons
80,001 - 120,000 Gallons	\$ 3.51 /Thousand Gallons
	\$ 3.37 /Thousand Gallons
Over 120,000 Gallons	\$ 4.09 /Thousand Gallons
	\$ 3.94 /Thousand Gallons

Non-Residential

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

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

Non-Residential Irrigation**

Consumption Fee

0 - 40,000 Gallons	\$ 2.92 /Thousand Gallons
	\$ 2.81 /Thousand Gallons
40,001 - 80,000 Gallons	\$ 3.51 /Thousand Gallons
	\$ 3.37 /Thousand Gallons
Over 80,000 Gallons	\$ 4.11 /Thousand Gallons
	\$ 3.95 /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*
	\$ 58.52 /Quarter/REU*

Consumption Fee

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

Flat Sewer

	\$ 70.75 /Quarter/REU*
	\$ 69.02 /Quarter/REU*

*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
	\$ 1,695.00 /Unit
Water	\$ 2,496.00 /Unit
	\$ 2,435.00 /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
	\$ 1,586.00 /SAC Unit
City Water (CWAC)	\$ 1,570.00 /SAC Unit
	\$ 1,532.00 /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
	\$ 75.30 /Front Foot
Watermain	\$ 73.00 /Front Foot
	\$ 71.20 /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
Fee Charge per Acre of Development	\$7,731.00	\$10,397.00	\$11,516.00

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	\$ 73.00
	\$ 69.00
(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
	\$ 485.00	/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.

ATTEST: BY: _____
Rob Rafferty, Mayor

Jolleen Chaika, City Clerk

1st Reading: October 23, 2023	Publication: November 21, 2023
2nd Reading: November 13, 2023	Effective: 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
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	\$	100.00	/Alarm (4-10) in Calendar Yr
	\$	200.00	/Alarm (11+) in Calendar Yr
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Fireworks Display Permit	\$	100.00	
Food Truck Inspection	\$	50.00	
Inspection Outside Business Hours	\$	75.00	/Hour (2 Hour Minimum)

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	\$	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

Total Valuation	Fee
\$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
WORK SESSION STAFF REPORT
ITEM NO. 7**

STAFF ORIGINATOR: Justin Williams, Public Works Superintendent

WORK SESSION DATE: November 6, 2023

TOPIC: **Utility Meter Reading Equipment and Customer Portal**

BACKGROUND

Staff's current operations to obtain quarterly meter readings are done in a drive-by fashion. A radio signal is sent out to the MXU (Meter Transceiver Unit). The reading on the meter is communicated from the meter to the MXU and back to the receiver in the truck and stored for export into City utility billing software (Springbrook). Currently, the City does not offer any type of customer portal with analytics to support how the customer is using water.

Staff is looking to implement a tower base station and antenna located at the Water Tower #3 (1750 Birch Street) and custom portal. This will allow for 1200 MXU radios to be read on an hourly basis, with the MXU communicating back to the base station every 4 hours. The customer portal will allow every resident with a utility account to see their use on a monthly basis. Once all MXU's have been upgraded, the city can then reprogram the meters city-wide to move from a 1,000-gallon resolution down to a 1-gallon resolution and allow the customer to be in control of their water usage. The customer portal will have an app for ease of use. The city will also be able to detect leaks after the meter. Toilets, sinks, and irrigation systems are all common culprits of excessive water use and would be able to be detected with the implementation of this system.

City staff will also benefit from implementation. Staff can expect to see reduced times to read meters, increased accuracy in annual reporting to State agencies, provide customer explanations on water bill concerns, and send updates to MXU's and radios as updates become available.

The funding source would be Sewer and Water Enterprise funds. Ongoing annual fees have been budgeted in the Water Fund earmarked as Meter Technology Upgrades. Estimated total project cost is \$149,278. Annual fees of \$28,871 are not to exceed 3% year over year.

REQUESTED COUNCIL DIRECTION

Staff is requesting direction on implementing a tower base station and antenna located at the Water Tower #3 site, setup and implementation of a customer portal, and annual fees.

ATTACHMENTS

1. Bid Proposal for Lino Lakes Customer Portal and Advanced Meter Reading Infrastructure



Bid Proposal for Lino Lakes CP & AMI

CITY OF LINO LAKES
Job Location: lino lakes, MN
Bid Date: 10/26/2023
Core & Main 2332156

Core & Main
 15800 W 79th St
 Eden Prairie, MN 55344
Phone: 9529379666
Fax: 9529378065

Seq#	Qty	Description	Units	Price	Ext Price
10		TOWER & INSTALL			
20	1	M400B2 BASE STATION 200KHZ PCS	EA	32,500.00	32,500.00
30	1	L&S INSTALL OF ANTENNA	EA	41,200.00	41,200.00
50		AMI SOFTWARE SETUP &			
60		INTEGRATION W/CUSTOMER PORTAL			
70	1	SENSUS RNI SAAS SETUP FEE	EA	7,957.00	7,957.00
80	1	SENSUS RNI ON-SITE TRAINING	EA	5,500.00	5,500.00
90	1	SENSUS ANALYTIC SET UP FEE	EA	6,000.00	6,000.00
100	1	SENSUS ANALYTIC TRAINING	EA	1,000.00	1,000.00
		REMOTE- PS SA TRN RM			
120	1	CUSTOMER PORTAL SYSTEM SETUP	EA	24,000.00	24,000.00
		BUNDLED SOFTWARE INTEGRATION			
140	1	CUSTOMER PORTAL TRAINING	EA	2,250.00	2,250.00
160		ANNUAL FEE'S			
170	1	SENSUS ANNUAL RNI SAAS FEE YR1	EA	8,240.00	8,240.00
180	1	SENSUS ANALYTIC ENHANCED YR1	EA	7,031.00	7,031.00
190	1	CUSTOMER PORTAL YR1 ANNUAL MIN	EA	13,600.00	13,600.00
				Tax	0.00
				Total	149,278.00

UNLESS OTHERWISE SPECIFIED HEREIN, PRICES QUOTED ARE VALID IF ACCEPTED BY CUSTOMER AND PRODUCTS ARE RELEASED BY CUSTOMER FOR MANUFACTURE WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF THIS QUOTATION. CORE & MAIN LP RESERVES THE RIGHT TO INCREASE PRICES TO ADDRESS FACTORS, INCLUDING BUT NOT LIMITED TO, GOVERNMENT REGULATIONS, TARIFFS, TRANSPORTATION, FUEL AND RAW MATERIAL COSTS. DELIVERY WILL COMMENCE BASED UPON MANUFACTURER LEAD TIMES. ANY MATERIAL DELIVERIES DELAYED BEYOND MANUFACTURER LEAD TIMES MAY BE SUBJECT TO PRICE INCREASES AND/OR APPLICABLE STORAGE FEES. THIS BID PROPOSAL IS CONTINGENT UPON BUYER'S ACCEPTANCE OF SELLER'S TERMS AND CONDITIONS OF SALE, AS MODIFIED FROM TIME TO TIME, WHICH CAN BE FOUND AT: <https://coreandmain.com/TandC/>