



CITY COUNCIL AGENDA

Monday, November 27, 2023

6:30 p.m.

(Scheduled to be broadcast on Channel 16)

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

COUNCIL WORK SESSION, 6:00 P.M.

Community Room (not televised)

1. Review Regular Agenda
2. New Fire Apparatus Update, Dan L'Allier

CITY COUNCIL MEETING, 6:30 P.M.

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

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

- Setting the Agenda: Addition or deletion of agenda items

1. CONSENT AGENDA

- A. Consider Approval of Expenditures for November 27, 2023 (Check No. 119714 through 119786) in the Amount of \$620,010.47
- B. Consider Approval of November 6, 2023 Work Session Minutes
- C. Consider Approval of November 13, 2023 Council Work Session Minutes
- D. Consider Approval of November 13, 2023 Canvass Board Minutes
- E. Consider Approval of November 13, 2023 Council Meeting Minutes
- F. Consider Resolution No. 23-124, Amending Rookery Membership Agreement and Code of Conduct & Policies
- G. Consider Approval of the Hiring of Part-Time Staff for the Rookery Activity Center
- H. Consider Approval of 3rd Quarter 2023 Financial Report

2. FINANCE DEPARTMENT REPORT

No report

3. ADMINISTRATION DEPARTMENT REPORT

A. Consider Appointment of Part-Time Firefighter, John Swenson

B. Consider Appointment of Part-Time Firefighter, John Swenson

4. PUBLIC SAFETY DEPARTMENT REPORT

A. Consider Approval of Donation of Bicycles, John Swenson

5. PUBLIC SERVICES DEPARTMENT REPORT

No report

6. COMMUNITY DEVELOPMENT REPORT

A. Consider Resolution No. 23-125 Supporting Local Road Improvement Fund Grant Application for Otter Lake Road, Michael Grochala

7. UNFINISHED BUSINESS

None

8. NEW BUSINESS

None

9. CLOSED SESSION

- A. Closed Session of the City Council under Minn. Stat. 13D.05, Attorney-Client Privilege to discuss pending litigation related to *Aqueous Film Forming Foams Product Liability Litigation*

Adjournment

Community Calendar – A Look Ahead
November 27, 2023 through December 11, 2023

- | | | |
|--------------------------|---------------------------|---------------------------|
| ➤ Wednesday, November 29 | 6:30 pm, Council Chambers | Environmental Board |
| ➤ Monday, December 4 | 6:00 pm, Council Chambers | City Council Work Session |
| ➤ Wednesday, December 6 | 6:30 pm, Community Room | Park Board |
| ➤ Thursday, December 7 | 8:00 am, Community Room | EDAC |
| ➤ Monday, December 11 | 6:00 pm, Community Room | Council Work Session |
| ➤ Monday, December 11 | 6:30 pm, Council Chambers | City Council Meeting |

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

STAFF ORIGINATOR: Dan L’Allier, Deputy Director – Fire Division

WORK SESSION DATE: November 27, 2023

TOPIC: New Fire Apparatus Update

BACKGROUND

During the November 13, 2023 Council Work Session the Mayor requested an update on new fire apparatus build be provided to Council at future meeting.

Staff went to Custom Fire to review the fire apparatus build to date and receive an update on November 21, 2023.

REQUESTED COUNCIL DIRECTION

None

ATTACHMENTS

None



Expenditures

November 27, 2023

Check #119714 to #119786

\$620,010.47

Accounts Payable

Check Detail

User: jessica.eller
 Printed: 11/22/2023 - 10:23AM



Check Number	Check Date		Amount
2 - 1st Choice Document Destruction Line Item Account			
119717	11/27/2023		
Inv	23-2695		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/18/2023	Shred Day Event 3,180 Pounds Recycled	101-462-4410-000	840.00
Inv 23-2695 Total			840.00
119717 Total:			840.00
2 - 1st Choice Document Destruction Total:			840.00
9 - Able Hose & Rubber LLC Line Item Account			
119718	11/27/2023		
Inv	232541-001		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2023	Repair & Replace Hydrant Flushing Equipment	601-494-4211-000	727.00
Inv 232541-001 Total			727.00
119718 Total:			727.00
9 - Able Hose & Rubber LLC Total:			727.00
800 - Advanced Graphix Inc. Line Item Account			
119719	11/27/2023		
Inv	212791		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/09/2023	Custom Graphics #628	402-420-5000-000	606.00
Inv 212791 Total			606.00
119719 Total:			606.00
800 - Advanced Graphix Inc. Total:			606.00
13 - AFLAC Line Item Account 101-000-2040-000			
119720	11/27/2023		

Check Number Check Date

Inv 946805

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/12/2023	November Insurance Premiums	101-000-2040-000	320.94
Inv 946805 Total			320.94

119720 Total: 320.94

13 - AFLAC Total: 320.94

14 - AFSCME Council #5 Line Item Account 101-000-2040-000

119714 11/09/2023
Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/08/2023	PR Batch 00002.11.2023 Union Dues AFSCME	101-000-2040-000	391.30
Inv Total			391.30

119714 Total: 391.30

14 - AFSCME Council #5 Total: 391.30

2072 - Albrecht Company Line Item Account

119721 11/27/2023
Inv 11/21/2023

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/21/2023	Hydrant Meter Rental Refund	601-000-3714-000	-75.00
11/21/2023	Hydrant Meter Rental Refund	601-000-2301-000	600.00
11/21/2023	Hydrant Meter Rental Refund	601-000-3855-000	-55.00
Inv 11/21/2023 Total			470.00

119721 Total: 470.00

2072 - Albrecht Company Total: 470.00

1595 - Allied Oil & Tire Company Line Item Account

119722 11/27/2023
Inv 690350-00

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/20/2023	55 Gallon Drum of DEF Fluid (2)	101-431-4221-000	379.50
Inv 690350-00 Total			379.50

119722 Total: 379.50

Check Number Check Date

1595 - Allied Oil & Tire Company Total:

379.50

755 - Applied Concepts, Inc. Line Item Account

119723 11/27/2023

Inv 428014

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/27/2023	Radar Unit #316	208-420-4240-000	3,330.00

Inv 428014 Total 3,330.00

119723 Total: 3,330.00

755 - Applied Concepts, Inc. Total:

3,330.00

53 - Aspen Equipment, LLC Line Item Account

119724 11/27/2023

Inv PSO050725-1

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/15/2023	Headlamp Control Module #510	101-431-4221-000	284.18

Inv PSO050725-1 Total 284.18

119724 Total: 284.18

53 - Aspen Equipment, LLC Total:

284.18

54 - Aspen Mills, Inc. Line Item Account

119725 11/27/2023

Inv 322889

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/09/2023	Dept Exp - J. Rouse	101-421-4370-000	642.50

Inv 322889 Total 642.50

Inv 323055

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/13/2023	Uniform Allowance - M. DeMars	101-420-4370-000	274.89

Inv 323055 Total 274.89

119725 Total: 917.39

54 - Aspen Mills, Inc. Total:

917.39

1999 - Batteries Plus Bulbs #784 Line Item Account

119726 11/27/2023

Check Number Check Date

Inv P67591931

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/13/2023	Civil Siren Battery	101-420-4211-000	21.25

Inv P67591931 Total 21.25

Inv P67604211

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/13/2023	Battery #615	101-431-4221-000	152.95

Inv P67604211 Total 152.95

119726 Total: 174.20

1999 - Batteries Plus Bulbs #784 Total: 174.20

1129 - Blaine Brothers Line Item Account

119727 11/27/2023

Inv 010004388363

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/16/2023	Automatic Slack Adjuster Clevis Pins (6)	101-431-4221-000	8.70

Inv 010004388363 Total 8.70

119727 Total: 8.70

1129 - Blaine Brothers Total: 8.70

115 - Centennial Utilities Line Item Account

119728 11/27/2023

Inv October 2023

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	Natural Gas	101-432-4383-503	934.23
10/31/2023	Natural Gas	602-495-4383-000	20.80
10/31/2023	Natural Gas	202-451-4383-000	2,154.63
10/31/2023	Natural Gas	101-450-4383-000	27.97
10/31/2023	Natural Gas	101-450-4383-000	59.89
10/31/2023	Natural Gas	602-495-4383-000	22.10

Inv October 2023 Total 3,219.62

119728 Total: 3,219.62

115 - Centennial Utilities Total: 3,219.62

121 - CenturyLink Line Item Account 101-432-4321-503

119729 11/27/2023

Check Number Check Date

Inv 333266979

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/10/2023	Phone & Internet Services	202-451-4321-000	61.81

Inv 333266979 Total 61.81

Inv 6517843659805

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/10/2023	Phone & Internet Services	101-432-4321-503	66.60

Inv 6517843659805 Total 66.60

Inv 7637846219687

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/10/2023	Pool Emergency Phone Services	202-451-4321-000	347.09

Inv 7637846219687 Total 347.09

119729 Total: 475.50

121 - CenturyLink Total: 475.50

2019 - Chaika, Jolleen Line Item Account

119730 11/27/2023

Inv 11/4/2023

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/04/2023	Mileage Reimbursement	101-403-4330-000	167.68
11/04/2023	Election Supplies	101-403-4200-000	105.63

Inv 11/4/2023 Total 273.31

119730 Total: 273.31

2019 - Chaika, Jolleen Total: 273.31

138 - City of St. Paul Line Item Account

119731 11/27/2023

Inv IN55901

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	Asphalt	101-430-4224-000	12,020.38

Inv IN55901 Total 12,020.38

119731 Total: 12,020.38

138 - City of St. Paul Total: 12,020.38

Check Number Check Date

761 - Comcast Line Item Account 101-432-4321-502

119732 11/27/2023

Inv 0163083

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/05/2023	Phone & Internet Services	601-494-4321-000	166.84

Inv 0163083 Total 166.84

119732 Total: 166.84

761 - Comcast Total:

166.84

1821 - Craig Rapp, LLC Line Item Account

119733 11/27/2023

Inv CR-LIN-11.16.23

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/16/2023	Annual Retreat - S. Cotton, J. Swenson, K. Leibel & D. L'Allier	101-402-4330-000	575.00

Inv CR-LIN-11.16.23 Total 575.00

119733 Total: 575.00

1821 - Craig Rapp, LLC Total:

575.00

167 - Dalco, Inc. Line Item Account

119734 11/27/2023

Inv 4156157

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/06/2023	Toilet Tissue, Paper Towel, Hair & Body Wash	202-451-4211-000	226.19

Inv 4156157 Total 226.19

Inv 4159139

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/10/2023	Laundry Softner, Detergent & Toilet Tissue	202-451-4211-000	398.07

Inv 4159139 Total 398.07

Inv 4162214

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/17/2023	Paper Towel, Hair & Body Wash	202-451-4211-000	241.34

Inv 4162214 Total 241.34

119734 Total: 865.60

167 - Dalco, Inc. Total:

865.60

Check Number Check Date

175 - Delta Dental of Minnesota Line Item Account

119735 11/27/2023
Inv December 2023

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/01/2023	Dental Insurance Premiums	101-418-4134-000	51.04
12/01/2023	Dental Insurance Premiums	101-450-4134-000	234.81
12/01/2023	Dental Insurance Premiums	101-462-4134-000	10.21
12/01/2023	Dental Insurance Premiums	603-496-4134-000	20.41
12/01/2023	Dental Insurance Premiums	101-000-2040-000	370.92
12/01/2023	Dental Insurance Premiums	101-432-4134-000	7.66
12/01/2023	Dental Insurance Premiums	101-000-2044-000	1,575.72
12/01/2023	Dental Insurance Premiums	101-421-4134-000	74.03
12/01/2023	Dental Insurance Premiums	101-407-4134-000	89.32
12/01/2023	Dental Insurance Premiums	101-420-4134-000	1,508.29
12/01/2023	Dental Insurance Premiums	601-494-4134-000	146.74
12/01/2023	Dental Insurance Premiums	101-422-4134-000	178.66
12/01/2023	Dental Insurance Premiums	101-402-4134-000	51.05
12/01/2023	Dental Insurance Premiums	101-431-4134-000	130.16
12/01/2023	Dental Insurance Premiums	202-451-4134-000	204.17
12/01/2023	Dental Insurance Premiums	602-495-4134-000	146.74
12/01/2023	Dental Insurance Premiums	101-430-4134-000	385.35
12/01/2023	Dental Insurance Premiums	101-463-4134-000	12.76
12/01/2023	Dental Insurance Premiums	101-416-4134-000	51.04
12/01/2023	Dental Insurance Premiums	101-461-4134-000	15.31

Inv December 2023 Total 5,264.39

119735 Total: 5,264.39

175 - Delta Dental of Minnesota Total: 5,264.39

1811 - Dimke Excavating, Inc. Line Item Account

119736 11/27/2023
Inv 019496-000-3

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/20/2023	Watermark Park	405-499-5000-143	200,762.65

Inv 019496-000-3 Total 200,762.65

119736 Total: 200,762.65

1811 - Dimke Excavating, Inc. Total: 200,762.65

187 - Earl F. Andersen Line Item Account

119737 11/27/2023
Inv 0134576-IN

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/08/2023	Street Signs (40)	101-430-4223-000	1,180.40

Inv 0134576-IN Total 1,180.40

Check Number	Check Date		12 Amount
119737 Total:			1,180.40
187 - Earl F. Andersen Total:			1,180.40
1637 - Ehlers and Associates Line Item Account			
119738	11/27/2023		
Inv	95552		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/09/2023	General Consulting	101-415-4300-000	795.00
Inv 95552 Total			795.00
Inv	95553		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/09/2023	TIF Administration	419-499-4300-000	265.00
Inv 95553 Total			265.00
119738 Total:			1,060.00
1637 - Ehlers and Associates Total:			1,060.00
192 - Emergency Apparatus Maintenance Line Item Account			
119739	11/27/2023		
Inv	129939		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/01/2023	Troubleshoot Check Engine Light #625	101-431-4410-000	147.69
Inv 129939 Total			147.69
119739 Total:			147.69
192 - Emergency Apparatus Maintenance Total:			147.69
193 - Emergency Automotive Technologies Line Item Account			
119740	11/27/2023		
Inv	OAK22089A		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	Build-Out #323	208-420-4240-000	2,500.00
10/31/2023	Build-Out #323	402-420-5000-000	1,961.36
Inv OAK22089A Total			4,461.36
Inv	OAK23173		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2023	Build-Out #628	402-420-5000-000	2,479.95

Check Number Check Date

Inv OAK23173 Total 2,479.95

119740 Total: 6,941.31

193 - Emergency Automotive Technologies Total: 6,941.31

210 - Ferguson Waterworks #2518 Line Item Account

119741 11/27/2023

Inv 0522920

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/10/2023	Locator & Carry Case	601-494-4240-000	486.00
11/10/2023	Locator & Carry Case	602-495-4240-000	486.00

Inv 0522920 Total 972.00

119741 Total: 972.00

210 - Ferguson Waterworks #2518 Total: 972.00

1301 - Fire Safety Education Line Item Account

119742 11/27/2023

Inv QT282211909

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/30/2023	Children's Fire Hats (500)	101-421-4214-000	490.00

Inv QT282211909 Total 490.00

119742 Total: 490.00

1301 - Fire Safety Education Total: 490.00

216 - First Advantage Occ. Line Item Account

119743 11/27/2023

Inv 2505332310

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	Employee Drug Testing	101-402-4300-000	102.66

Inv 2505332310 Total 102.66

119743 Total: 102.66

216 - First Advantage Occ. Total: 102.66

222 - Forest Lake Sportsmen's Club Line Item Account

119744 11/27/2023

Check Number Check Date

Inv 8956

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	Range Rental	101-420-4330-000	720.00

Inv 8956 Total 720.00

119744 Total: 720.00

222 - Forest Lake Sportsmen's Club Total: 720.00

762 - Grochala, Michael Line Item Account

119745 11/27/2023

Inv 10/31/2023

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	Parking Fee Reimbursement - MN OAH Water Hearing	601-494-4330-000	16.00

Inv 10/31/2023 Total 16.00

119745 Total: 16.00

762 - Grochala, Michael Total: 16.00

271 - Hawkins, Inc. Line Item Account

119746 11/27/2023

Inv 6622257

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/09/2023	Pool Chemical Supplies	202-451-4222-000	675.83

Inv 6622257 Total 675.83

Inv 6623561

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/13/2023	Chlorine, Hydrofluosilicic Acid & LPC-5	601-494-4222-000	7,264.30

Inv 6623561 Total 7,264.30

Inv 6624759

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/15/2023	Chlorine Cylinders	601-494-4222-000	120.00

Inv 6624759 Total 120.00

Inv 6626691

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/15/2023	Chlorine Cylinder	202-451-4222-000	10.00

Inv 6626691 Total 10.00

Check Number	Check Date		15	Amount
119746 Total:				8,070.13
271 - Hawkins, Inc. Total:				8,070.13
306 - Image Printing & Graphics, Inc Line Item Account				
119747	11/27/2023			
Inv	165565			
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
11/08/2023	Fire Department Recruitment Postcard		101-421-4340-000	3,149.51
Inv 165565 Total				3,149.51
119747 Total:				3,149.51
306 - Image Printing & Graphics, Inc Total:				3,149.51
1955 - Infinite Health Collaborative, PA Line Item Account				
119748	11/27/2023			
Inv	TCOINV06577			
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
04/30/2023	Team Wellness Education		210-420-4410-000	4,431.25
Inv TCOINV06577 Total				4,431.25
Inv	TCOINV07163			
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
09/30/2023	Team Wellness Education		210-420-4410-000	1,375.00
Inv TCOINV07163 Total				1,375.00
119748 Total:				5,806.25
1955 - Infinite Health Collaborative, PA Total:				5,806.25
311 - Instrumental Research, Inc. Line Item Account				
119749	11/27/2023			
Inv	5244			
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
11/07/2023	October Water Testing		601-494-4410-000	290.00
Inv 5244 Total				290.00
119749 Total:				290.00
311 - Instrumental Research, Inc. Total:				290.00

Check Number Check Date

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

119715 11/09/2023

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/08/2023	PR Batch 00002.11.2023 Union Dues 49ers	101-000-2040-000	595.00

Inv Total 595.00

119715 Total: 595.00

312 - International Union Total:

595.00

344 - KLM Engineering, Inc. Line Item Account

119750 11/27/2023

Inv 9958

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/10/2023	Tower No. 1 Antenna Inspection Services	801-000-2300-000	3,050.00

Inv 9958 Total 3,050.00

119750 Total: 3,050.00

344 - KLM Engineering, Inc. Total:

3,050.00

782 - L.T.G. Power Equipment Line Item Account

119751 11/27/2023

Inv 281815

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/07/2023	Deflector (2) & Spline Screws (4)	101-450-4211-000	89.18

Inv 281815 Total 89.18

Inv 281833

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/07/2023	Cordless Lawn Mower, Lawn Edger & Hedge Trimmer (2)	101-450-4240-000	1,835.95

Inv 281833 Total 1,835.95

119751 Total: 1,925.13

782 - L.T.G. Power Equipment Total:

1,925.13

1974 - Language Line Services Line Item Account

119752 11/27/2023

Inv 11132342

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	October Language Line Services	101-420-4300-000	50.47

Check Number	Check Date		17	Amount
Inv 11132342	Total			50.47
				<hr/>
119752	Total:			50.47
				<hr/>
1974 - Language Line Services	Total:			50.47
365 - Law Enforcement Labor Services Line Item Account 101-000-2040-000				
119716	11/09/2023			
Inv				
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
11/08/2023	PR Batch 00002.11.2023 Union Dues LELS	101-000-2040-000		1,552.50
Inv	Total			1,552.50
				<hr/>
119716	Total:			1,552.50
				<hr/>
365 - Law Enforcement Labor Services	Total:			1,552.50
369 - League of Minnesota Cities Line Item Account				
119753	11/27/2023			
Inv	392642			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
11/02/2023	APMP Conference - M. Sawyer	101-402-4330-000		30.00
Inv	392642	Total		30.00
				<hr/>
119753	Total:			30.00
				<hr/>
369 - League of Minnesota Cities	Total:			30.00
757 - LRS Line Item Account 101-450-4410-000				
119754	11/27/2023			
Inv	MP239475			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
11/16/2023	Toilet Rental - City Hall Park	101-450-4410-000		65.00
Inv	MP239475	Total		65.00
				<hr/>
Inv	MP239476			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
11/16/2023	Toilet Rental - Marshan Park	101-450-4410-000		-48.75
Inv	MP239476	Total		-48.75
				<hr/>
Inv	MP239477			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
11/16/2023	Toilet Rental - Sunrise Park	101-450-4410-000		65.00

Check Number Check Date

Inv MP239477 Total 65.00

Inv MP239478

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/16/2023	Toilet Rental - Birch Park	101-450-4410-000	65.00

Inv MP239478 Total 65.00

Inv MP239479

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/16/2023	Toilet Rental - Clearwater Creek Park	101-450-4410-000	-34.82

Inv MP239479 Total -34.82

Inv MP239480

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/16/2023	Toilet Rental - Lino Park	101-450-4410-000	65.00

Inv MP239480 Total 65.00

Inv MP239481

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/16/2023	Toilet Rental - Highland Meadows Park	101-450-4410-000	-46.43

Inv MP239481 Total -46.43

Inv MP239482

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/16/2023	Toilet Rental - Tower Park	101-450-4410-000	65.00

Inv MP239482 Total 65.00

119754 Total: 195.00

757 - LRS Total: 195.00

394 - Macqueen Equipment, Inc. Line Item Account

119755 11/27/2023

Inv P22146

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/14/2023	Leather Fronts for Fire Helmets	101-421-4370-000	314.95

Inv P22146 Total 314.95

119755 Total: 314.95

394 - Macqueen Equipment, Inc. Total: 314.95

Check Number Check Date

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

119756 11/27/2023

Inv 24802309

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/09/2023	Gasoline - 1,400 Gallons	101-431-4212-000	3,821.92

Inv 24802309 Total 3,821.92

Inv 24802346

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/09/2023	Diesel - 900 Gallons	101-431-4212-000	3,322.20

Inv 24802346 Total 3,322.20

119756 Total: 7,144.12

399 - Mansfield Oil Company Total: 7,144.12

416 - Medica Line Item Account

119757 11/27/2023

Inv December 2023

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/13/2023	Health Insurance Premiums	101-422-4131-000	2,373.20
11/13/2023	Health Insurance Premiums	101-421-4131-000	1,571.52
11/13/2023	Health Insurance Premiums	101-461-4131-000	176.60
11/13/2023	Health Insurance Premiums	202-451-4131-000	1,801.61
11/13/2023	Health Insurance Premiums	101-420-4131-000	18,799.21
11/13/2023	Health Insurance Premiums	101-430-4131-000	4,440.84
11/13/2023	Health Insurance Premiums	101-462-4131-000	117.73
11/13/2023	Health Insurance Premiums	101-000-2041-000	8,516.46
11/13/2023	Health Insurance Premiums	101-418-4131-000	588.65
11/13/2023	Health Insurance Premiums	101-431-4131-000	908.99
11/13/2023	Health Insurance Premiums	101-432-4131-000	88.30
11/13/2023	Health Insurance Premiums	101-000-2040-000	1,622.24
11/13/2023	Health Insurance Premiums	101-416-4131-000	588.64
11/13/2023	Health Insurance Premiums	101-407-4131-000	1,497.62
11/13/2023	Health Insurance Premiums	603-496-4131-000	176.59
11/13/2023	Health Insurance Premiums	101-463-4131-000	147.16
11/13/2023	Health Insurance Premiums	601-494-4131-000	1,295.95
11/13/2023	Health Insurance Premiums	602-495-4131-000	1,295.95
11/13/2023	Health Insurance Premiums	101-450-4131-000	2,216.38

Inv December 2023 Total 48,223.64

119757 Total: 48,223.64

416 - Medica Total: 48,223.64

418 - Menards - Forest Lake Line Item Account

119758 11/27/2023

Check Number Check Date

Inv 21059

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/07/2023	Light Bulbs	101-432-4211-500	149.85

Inv 21059 Total 149.85

Inv 21612

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/15/2023	Maintenance Supplies for Vac Trailer	602-495-4211-000	65.35

Inv 21612 Total 65.35

Inv 21742

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/17/2023	Holiday Lights	202-451-4211-000	185.85

Inv 21742 Total 185.85

Inv 21898

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/20/2023	Returned Holiday Lights	202-451-4211-000	-77.94

Inv 21898 Total -77.94

Inv 21900

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/20/2023	Holiday Lights	202-451-4211-000	118.32

Inv 21900 Total 118.32

119758 Total: 441.43

418 - Menards - Forest Lake Total: 441.43

420 - Met Council Environmental Services (SAC) Line Item Account

119759 11/27/2023

Inv October 2023

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	October 2023 SAC	101-000-2120-000	74,550.00
10/31/2023	October 2023 SAC	101-000-3414-000	-745.50

Inv October 2023 Total 73,804.50

119759 Total: 73,804.50

420 - Met Council Environmental Services (SAC) Total: 73,804.50

421 - Metro Sales Incorporated Line Item Account

119760 11/27/2023

Check Number Check Date

Inv	INV2398415		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/02/2023	Copier Maintenance Contract Ricoh/MP 4055SP Copier	101-420-4410-000	36.00

Inv INV2398415 Total 36.00

Inv	INV2407428		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/17/2023	Copier Maintenance Contract Ricoh/IM CW2200 Wide Format	101-432-4410-503	37.53

Inv INV2407428 Total 37.53

Inv	INV2407487		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/17/2023	Copier Maintenance Contract Ricoh/IM C3500 Color Copier	202-451-4410-000	391.69

Inv INV2407487 Total 391.69

119760 Total: 465.22

421 - Metro Sales Incorporated Total: 465.22

1918 - Midwest Machinery Co Line Item Account

119761	11/27/2023		
Inv	9848256		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/09/2023	Belt #422	101-431-4221-000	63.37

Inv 9848256 Total 63.37

119761 Total: 63.37

1918 - Midwest Machinery Co Total: 63.37

1960 - Minger Construction Companies, Inc. Line Item Account

119762	11/27/2023		
Inv	019485-000-3		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/13/2023	2022 I35E Pipe Crossing Project	422-499-4400-145	68,176.52

Inv 019485-000-3 Total 68,176.52

119762 Total: 68,176.52

1960 - Minger Construction Companies, Inc. Total: 68,176.52

1722 - Minnesota Fire Service Certification Board Line Item Account

Check Number Check Date

119763	11/27/2023			
Inv	11964			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
11/08/2023	Tuition - N. Clausen	101-421-4330-000		126.00
Inv 11964 Total				126.00
				126.00
119763 Total:				126.00
				126.00
1722 - Minnesota Fire Service Certification Board Total:				126.00
455 - MN Metro North Tourism Board Line Item Account 101-415-4900-000				
119764	11/27/2023			
Inv	October 2023			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
10/31/2023	October 2023 Tourism Tax	101-415-4900-000		6,529.00
Inv October 2023 Total				6,529.00
				6,529.00
119764 Total:				6,529.00
				6,529.00
455 - MN Metro North Tourism Board Total:				6,529.00
477 - NAC Mechanical & Electrical Line Item Account				
119765	11/27/2023			
Inv	218416			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
11/01/2023	Annual Boiler Maintenance	101-432-4300-503		2,800.00
Inv 218416 Total				2,800.00
Inv	218624			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
11/08/2023	Troubleshoot Boiler Alarm	101-432-4300-503		819.00
Inv 218624 Total				819.00
				819.00
119765 Total:				3,619.00
				3,619.00
477 - NAC Mechanical & Electrical Total:				3,619.00
1232 - North Valley, Inc. Line Item Account				
119766	11/27/2023			
Inv	11/21/2023			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
11/21/2023	Hydrant Meter Rental Refund	601-000-3855-000		-95.00
11/21/2023	Hydrant Meter Rental Refund	601-000-2301-000		600.00
11/21/2023	Hydrant Meter Rental Refund	601-000-3714-000		-50.00

Check Number Check Date

Inv 11/21/2023 Total 455.00

119766 Total: 455.00

1232 - North Valley, Inc. Total: 455.00

1450 - Occupational Health Centers of MN, P.C. Line Item Account

119767 11/27/2023

Inv 103873075

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/02/2023	OSHA Bloodborne Pathogens Standard	202-451-4300-000	200.00

Inv 103873075 Total 200.00

119767 Total: 200.00

1450 - Occupational Health Centers of MN, P.C. Total: 200.00

508 - Optum Line Item Account

119768 11/27/2023

Inv 0001505460

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/06/2023	September Retiree & Cobra Fees	101-402-4410-000	90.00

Inv 0001505460 Total 90.00

119768 Total: 90.00

508 - Optum Total: 90.00

511 - Otter Lake Animal Care Center Line Item Account

119769 11/27/2023

Inv 241329

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/14/2023	Boarding & Rescue Placement Fee	101-420-4410-000	135.00

Inv 241329 Total 135.00

119769 Total: 135.00

511 - Otter Lake Animal Care Center Total: 135.00

522 - Performance Plus LLC Line Item Account

119770 11/27/2023

Check Number Check Date

Inv 123683

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/12/2023	Replace Check #119685 New Hire Testing	101-402-4300-000	330.00

Inv 123683 Total 330.00

Inv 123694

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/23/2023	Replace Check #119685 New Hire Testing	101-421-4300-000	36.00

Inv 123694 Total 36.00

Inv 123709

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/01/2023	Replace Check #119685 New Hire Testing	101-421-4300-000	36.00

Inv 123709 Total 36.00

Inv 123727

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/10/2023	New Hire Testing	101-421-4300-000	72.00

Inv 123727 Total 72.00

119770 Total: 474.00

522 - Performance Plus LLC Total: 474.00

546 - Pomp's Tire Service, Inc. Line Item Account

119771 11/27/2023

Inv 150176461

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/13/2023	Tires (4) #508 & Stock Tires (3)	101-431-4221-000	1,159.97

Inv 150176461 Total 1,159.97

119771 Total: 1,159.97

546 - Pomp's Tire Service, Inc. Total: 1,159.97

550 - Power Plan OIB Line Item Account

119772 11/27/2023

Inv P0928070

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/15/2023	Throttle Switch #142	101-431-4221-000	79.80

Inv P0928070 Total 79.80

Check Number Check Date

119772 Total: 79.80

550 - Power Plan OIB Total: 79.80

552 - Press Publications, Inc. Line Item Account

119773 11/27/2023

Inv 790255

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/02/2023	Notice of Election w/Sample Ballot	101-403-4340-000	282.00

Inv 790255 Total 282.00

Inv 790257

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/02/2023	Ord. No. 10-23 Amending Chapter 904	101-402-4340-000	45.12

Inv 790257 Total 45.12

119773 Total: 327.12

552 - Press Publications, Inc. Total: 327.12

1092 - Quadient Finance USA, Inc. Line Item Account 101-432-4322-000

119774 11/27/2023

Inv 11/14/2023

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/14/2023	Postage Machine Postage	101-432-4322-000	500.00

Inv 11/14/2023 Total 500.00

119774 Total: 500.00

1092 - Quadient Finance USA, Inc. Total: 500.00

1566 - Quail Manufacturing of MN Inc Line Item Account

119775 11/27/2023

Inv 21672

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/23/2023	Replacement Handles (2)	101-450-4211-000	95.00

Inv 21672 Total 95.00

119775 Total: 95.00

1566 - Quail Manufacturing of MN Inc Total: 95.00

Check Number Check Date

609 - SHI International Corp Line Item Account

119776 11/27/2023

Inv B17602096

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/10/2023	Microsoft Office License - Intox Computer	208-420-4200-000	295.73

Inv B17602096 Total 295.73

119776 Total: 295.73

609 - SHI International Corp Total:

295.73

1593 - Shred-it, c/o Stericycle, Inc. Line Item Account

119777 11/27/2023

Inv 8005246019

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2023	Document Destruction	101-420-4410-000	73.21
11/03/2023	Document Destruction	101-402-4410-000	36.60

Inv 8005246019 Total 109.81

119777 Total: 109.81

1593 - Shred-it, c/o Stericycle, Inc. Total:

109.81

634 - Staples Business Credit Line Item Account

119778 11/27/2023

Inv 1651884438

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/25/2023	Shredder, Ink & Receipt Book	101-420-4200-000	263.05

Inv 1651884438 Total 263.05

119778 Total: 263.05

634 - Staples Business Credit Total:

263.05

2071 - Steiner Construction Services, Inc. Line Item Account

119779 11/27/2023

Inv 11/13/2023

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/13/2023	Hydrant Meter Rental Refund	601-000-3714-000	-300.00
11/13/2023	Hydrant Meter Rental Refund	601-000-2301-000	600.00
11/13/2023	Hydrant Meter Rental Refund	601-000-3855-000	-25.00

Inv 11/13/2023 Total 275.00

Check Number Check Date

119779 Total: 275.00

2071 - Steiner Construction Services, Inc. Total: 275.00

645 - Streicher's, Inc. Line Item Account

119780 11/27/2023

Inv I1663023

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	Road Flares	101-420-4211-000	119.99

Inv I1663023 Total 119.99

Inv I1665620

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/14/2023	Uniform Allowance - C. Boehme	101-420-4370-000	84.99

Inv I1665620 Total 84.99

Inv I1665724

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/15/2023	Uniform Allowance - A. Riehm	101-420-4370-000	206.98

Inv I1665724 Total 206.98

119780 Total: 411.96

645 - Streicher's, Inc. Total: 411.96

1553 - Thomas Motors, Inc. Line Item Account

119781 11/27/2023

Inv 35283

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/25/2023	DOT Inspection #413	101-431-4300-000	163.00

Inv 35283 Total 163.00

Inv 35290

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/27/2023	DOT Inspection #210	101-431-4300-000	134.00

Inv 35290 Total 134.00

Inv 35293

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/30/2023	DOT Inspection #260	101-431-4300-000	134.00

Inv 35293 Total 134.00

Check Number Check Date

Inv 35297

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/30/2023	DOT Inspection #215	101-431-4300-000	134.00

Inv 35297 Total 134.00

Inv 35308

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/01/2023	DOT Inspection #200	101-431-4300-000	163.00

Inv 35308 Total 163.00

Inv 35309

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/02/2023	DOT Inspection #218	101-431-4300-000	134.00

Inv 35309 Total 134.00

119781 Total: 862.00

1553 - Thomas Motors, Inc. Total: 862.00

687 - U.S. Bank Visa Line Item Account

119782 11/27/2023

Inv 11/6/2023

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/06/2023	Amazon/EMT Vital Statistics Notebooks	101-421-4200-000	74.97
11/06/2023	Packtrack/Annual Packtrack Canine Tracking Software	211-420-4410-000	140.00
11/06/2023	Amazon/Uniform Allowance - N. Hamann	101-420-4370-000	26.38
11/06/2023	Northway Irrigation/Winterization - Main St Median	101-450-4410-000	110.00
11/06/2023	Amazon/Lens & Screen Wipes	101-420-4200-000	6.98
11/06/2023	Home Depot/Replacement Toilet & Seal	202-451-4211-000	454.12
11/06/2023	Halliday Products/Lift Station Locking Pins	602-495-4211-000	93.76
11/06/2023	Amazon/Mahjong Mat	202-451-4200-607	14.99
11/06/2023	Dept of Agriculture/Tree Care Registry Annual Renewal	101-461-4452-000	25.56
11/06/2023	MN Chiefs of Police Association/Tuition - J. Swenson	101-420-4330-000	600.00
11/06/2023	Walmart/Towels, Band-aids & Project Supplies	202-451-4200-000	56.53
11/06/2023	MPSTMA/Tuition - Parks Dept	101-450-4330-000	185.00
11/06/2023	Walmart/Hay & Decorations for Bobbing for Pumpkins Event	202-451-4200-606	17.94
11/06/2023	Northway Irrigation/Winterization - Median #3	101-450-4410-000	110.00
11/06/2023	Impark/Parking Fee - MN OAH Water Hearing	601-494-4330-000	5.00
11/06/2023	Home Depot/Electric Tape & Propane	101-430-4211-000	36.94
11/06/2023	Home Depot/Lumber, Washer Hose & Drain Valve	202-451-4211-000	41.95
11/06/2023	Home Depot/Miscellaneous Tools	101-450-4240-000	748.54
11/06/2023	Polar Snow Products/Snow Stakes & Install Tools	101-450-4211-000	149.00
11/06/2023	Amazon/Uniform Allowance - A. Ng	101-420-4370-000	26.38
11/06/2023	MBFTE/License Renewal - E. Curtis & License - G. Streater	101-421-4300-000	175.00
11/06/2023	Home Depot/Miscellaneous Tools	101-450-4211-000	71.85
11/06/2023	Varidesk/Dual-Monitor Arm for Records Unit (2)	101-420-4240-000	437.91
11/06/2023	Country Sun Farm/Pumpkins for Bobbing for Pumpkins Event (125)	202-451-4200-606	437.50
11/06/2023	Amazon/Toilet Bowl Brush & Holder (3)	101-432-4211-000	23.35
11/06/2023	Chewy/Canine Food	211-420-4211-000	57.46
11/06/2023	Meta/Rookery Ad	202-451-4900-000	29.95

Check Number	Check Date		Amount
11/06/2023	Home Depot/Grease Gun	602-495-4240-000	114.50
11/06/2023	Kwik Trip/Vehicle Fuel	101-431-4212-000	175.11
11/06/2023	Amazon/Uniform Allowance - D. Thill	101-420-4370-000	17.15
11/06/2023	When I Work/Monthly Subscription Fee	202-451-4310-000	460.00
11/06/2023	Fleet Farm/Uniform Allowance - P. Moonen	101-422-4370-000	159.95
11/06/2023	Lampline Lighting/Strobe Lights (2) #420	402-431-5000-000	138.73
11/06/2023	Amazon/Calendars (5)	101-432-4200-000	57.73
11/06/2023	VistaPrint/Business Cards - J. Boyd	101-420-4200-000	38.55
11/06/2023	Walmart/Returned Hay for Bobbing for Pumpkins Event	202-451-4200-606	-15.96
11/06/2023	Amazon/Wall Decals & Dry Erase Markers	202-451-4200-000	30.20
11/06/2023	Amazon/Dishwasher Detergent	101-432-4211-000	17.98
11/06/2023	USPS/Postage	101-420-4322-000	18.85
11/06/2023	USPS/Postage	101-432-4322-000	28.75
11/06/2023	K2Awards/Scarecrow Crawl City Dept Award	202-451-4200-608	21.54
11/06/2023	Northway Irrigation/Winterization - Community Green	101-450-4410-000	130.00
11/06/2023	Amazon/Wireless Keyboard & Mouse Sets, Mouse Pads & Monitors	101-420-4240-000	2,003.43
11/06/2023	Galco Holsters/Uniform Allowance - K. Kraemer	101-420-4370-000	271.15
11/06/2023	Amazon/Stock Trailer Cable	101-431-4221-000	132.61
11/06/2023	Amazon/Uniform Allowance - A. Riehm	101-420-4370-000	26.38
11/06/2023	5.11 Tactical/Uniform Allowance - J. Swenson	101-420-4370-000	180.00
11/06/2023	Amazon/Monitor Docking Station	101-420-4240-000	113.75
11/06/2023	Shutterstock/Stock Photos Monthly License Fee	204-499-4452-000	29.00
11/06/2023	Cable Ties & More/Rubber Cable Protectors (5)	101-432-4211-500	250.43
11/06/2023	MHSRC/Tuition - Reserve Officers	101-420-4386-000	1,110.00
11/06/2023	Amazon/Uniform Allowance - M. DeMars	101-420-4370-000	26.38
11/06/2023	Image Printing & Graphics/2023 Utility Certification Letters	601-494-4410-000	107.52
11/06/2023	Party City/Tablecloths	202-451-4200-609	63.00
11/06/2023	UMN/Tuition - S. Snyder	101-461-4330-000	50.00
11/06/2023	Amazon/Wall Mounted Fans (6)	202-451-4211-000	164.97
11/06/2023	Brakeworld/Rear Brake Pads #319 & Stock Pad Sets (7)	101-431-4221-000	1,924.00
11/06/2023	MN Board of Accountancy/2024 CPA Certificate Renewal - S. Cotto	101-000-1550-000	102.00
11/06/2023	Amazon/Gas Leak Detectors	101-421-4240-000	196.90
11/06/2023	Home Depot/Grease Gun	601-494-4240-000	114.50
11/06/2023	SiteOne Landscape Supply/Irrigation Supplies	101-450-4211-000	601.36
11/06/2023	Michaels/Returned Pumpkin for Scarecrow Crawl	202-451-4200-608	-6.49
11/06/2023	Amazon/Document Holder	202-451-4200-000	28.16
11/06/2023	MN Pollution Control Agency/Sewer License Renewal - T. Paulno	602-495-4452-000	23.49
11/06/2023	Amazon/Emergency Exit Sign	202-451-4211-000	59.99
11/06/2023	Walmart/Bobbing for Pumpkins Event Supplies	202-451-4200-606	100.60
11/06/2023	Walmart/Returned Umbrella for Scarecrow Crawl	202-451-4200-608	-7.00
11/06/2023	Amazon/Monitor Display Port HDMI	101-420-4240-000	14.78
11/06/2023	Amazon/HDMI Adapter	601-494-4200-000	7.95
11/06/2023	4imprint/Cups	202-451-4200-609	826.16
11/06/2023	Cabela's/Uniform Allowance - A. Nelson	101-463-4370-000	75.95
11/06/2023	Northway Irrigation/Winterization - Median #1	101-450-4410-000	110.00
11/06/2023	Forestry Suppliers, Inc./Measuring Tape	101-461-4240-000	52.66
11/06/2023	Amazon/Disposable Shoe Covers	101-422-4200-000	25.98
11/06/2023	Image Printing & Graphics/2023 Utility Certification Letters	601-494-4322-000	238.32
11/06/2023	Amazon/Printer Ink	601-494-4200-000	8.94
11/06/2023	Walmart/Poncho & Umbrella for Scarecrow Crawl	202-451-4200-608	14.00
11/06/2023	Amazon/Switch Shaft	101-421-4240-000	9.20
11/06/2023	Home Depot/Miscellaneous Tools	601-494-4240-000	391.00
11/06/2023	Pier B/Lodging - B. Finke & J. Fronck	101-421-4330-000	1,453.56
11/06/2023	Target/Halloween Candy	101-420-4214-000	10.79
11/06/2023	MN ST IAP/Parking Fee - MN OAH Water Hearing	601-494-4330-000	8.00
11/06/2023	Amazon/Hand Sanitizer	101-403-4200-000	28.84
11/06/2023	Image Printing & Graphics/September UB Statements	602-495-4322-000	392.76
11/06/2023	Amazon/Name Tag Labels	101-432-4200-000	17.79

Check Number	Check Date		Amount
11/06/2023		Home Depot/Clamp & Hose Adaptors (2)	202-451-4211-000 10.35
11/06/2023		Home Depot/Stud, Funnel, Light Bulbs & Vacuum Extension Wand	202-451-4211-000 24.82
11/06/2023		Home Depot/Chemical Sprayers (2) & Rake	101-461-4240-000 27.92
11/06/2023		Home Depot/Gloves, PVC Pipe, Plumber's Putty & Sealant	202-451-4211-000 26.25
11/06/2023		Anoka County/State Access 7/1/2023 - 6/30/2024	101-420-4410-000 3,600.00
11/06/2023		Amazon/Fuses for Fluke Multimeter	101-431-4240-000 56.95
11/06/2023		FirstNet/Monthly Cell Phone Services	101-420-4321-000 158.60
11/06/2023		Home Depot/Miscellaneous Tools	602-495-4240-000 391.00
11/06/2023		Amazon/Uniform Allowance - M. DeMars	101-420-4370-000 56.38
11/06/2023		Home Depot/Retaining Ring Plier, Tape & Vacuum Extension Wand	202-451-4211-000 58.42
11/06/2023		Best Version Media/Monthly Ad in Lino Living Magazine	202-451-4900-000 238.15
11/06/2023		Amazon/Coffee Filters	202-451-4200-000 14.97
11/06/2023		Galls/Uniform Allowance - D. L'Allier	101-421-4370-000 265.97
11/06/2023		Amazon/Switch Shaft	101-421-4240-000 9.63
11/06/2023		Amazon/Uniform Allowance - D. Thill	101-420-4370-000 66.37
11/06/2023		Amazon/Throttle Switch	101-421-4240-000 8.95
11/06/2023		Amazon/USB Flash Drives	101-420-4211-000 26.35
11/06/2023		Amazon/HDMI Adaptors	101-420-4240-000 28.78
11/06/2023		Home Depot/Shims for Forced Entry Training	101-420-4330-000 8.54
11/06/2023		Home Depot/Cut-Off Wheels (2)	101-431-4211-000 12.94
11/06/2023		Northwestern/Tuition - W. Owens	101-420-4330-000 40.00
11/06/2023		Amazon/Calendars (3)	101-432-4200-000 26.40
11/06/2023		Amazon/Disinfectant Wipes	101-403-4200-000 24.12
11/06/2023		Amazon/Coffee Filters	202-451-4200-000 59.97
11/06/2023		Amazon/Dominoes	202-451-4200-607 9.29
11/06/2023		Amazon/Aerosol Spray Can Holder Organizer	602-495-4240-000 16.49
11/06/2023		Holiday/October Car Washes	101-431-4211-000 357.50
11/06/2023		Sensible Land Use Coalition/Tuition - K. Larsen	101-416-4330-000 48.00
11/06/2023		Amazon/Wireless Mouse (2)	101-432-4200-000 46.24
11/06/2023		Walmart/Craft Supplies	202-451-4200-604 22.26
11/06/2023		Polar Snow Products/Snow Stakes	101-430-4211-000 120.00
11/06/2023		Freshwater Society/Calendar	101-432-4200-000 24.95
11/06/2023		GFOA/Webinar - H. Lynch	101-407-4330-000 85.00
11/06/2023		Amazon/ID Key Chains	101-420-4200-000 9.98
11/06/2023		MHSRC/Tuition - A. Hallin, M. Reineke & K. Mobraaten	101-420-4330-000 1,530.00
11/06/2023		Amazon/Aerosol Spray Can Holder Organizer	601-494-4240-000 16.50
11/06/2023		Northwestern/Tuition - K. Leibel	101-420-4330-000 40.00
11/06/2023		Varidesk/Reimbursed Sales Tax	101-420-4240-000 -32.91
11/06/2023		Tavern on Main/Food for Employee Appreciation Event	101-401-4900-000 725.89
11/06/2023		Zoro/Strobe Mounting Boxes (2) #420	402-431-5000-000 105.89
11/06/2023		Canva/Design Software Subscription	204-499-4452-000 119.99
11/06/2023		Walmart/Inflatable Pumpkin for Bobbing for Pumpkins Event	202-451-4200-606 16.88
11/06/2023		FBI-LEEDA/Tuition - D. Thill	101-420-4330-000 795.00
11/06/2023		Amazon/Uniform Allowance - M. Paulson	101-420-4370-000 26.38
11/06/2023		Zoro/Running Boards #420	402-431-5000-000 309.59
11/06/2023		Amazon/Stock Trailer Coupler Pins	101-431-4221-000 13.40
11/06/2023		Advanced Graphix, Inc./Claim #296417 Squad #304 Hit Deer 7/14/2	101-431-4363-000 296.60
11/06/2023		MNCPA/Refund 2023 Audits of Local Governments Conf. - H. Lync	101-407-4330-000 -325.00
11/06/2023		Image Printing & Graphics/2023 Utility Certification Letters	602-495-4322-000 238.32
11/06/2023		Zoro/Toolbox #420	402-431-5000-000 577.14
11/06/2023		Lampline Lighting/Beacon Mounting Brackets (2) #420	402-431-5000-000 98.43
11/06/2023		Amazon/Printer Ink	602-495-4200-000 8.95
11/06/2023		Image Printing & Graphics/September UB Statements	602-495-4410-000 130.98
11/06/2023		Northway Irrigation/Winterization - Civic Complex	101-450-4410-000 160.00
11/06/2023		Walmart/Scarecrow Crawl Supplies	202-451-4200-608 48.21
11/06/2023		Amazon/HDMI Cables	101-432-4200-000 14.70
11/06/2023		Walmart/Candy	202-451-4200-609 117.38
11/06/2023		Amazon/Ruled Interdepartment Envelopes	202-451-4200-000 17.98

Check Number	Check Date		Amount
11/06/2023	Northway Irrigation/Winterization - Median #2	101-450-4410-000	110.00
11/06/2023	FirstNet/Monthly Cell Phone Services	101-421-4321-000	82.31
11/06/2023	Amazon/Uniform Allowance - M. Paulson	101-420-4370-000	70.10
11/06/2023	Amazon/Dishsoap	101-432-4211-000	17.44
11/06/2023	Home Depot/Grinder & Battery	603-496-4240-000	199.01
11/06/2023	Bill's Superette/Non-Oxy Fuel	101-431-4212-000	61.47
11/06/2023	Northway Irrigation/Winterization - Rookery	202-451-4410-000	192.00
11/06/2023	Caribou Coffee/Coffee for EDAC Meeting	101-415-4200-000	19.45
11/06/2023	Walmart/Returned Scarecrow Crawl Supplies	202-451-4200-608	-8.94
11/06/2023	Midwest Machinery Co/Lever for Pole Saw	101-450-4240-000	13.51
11/06/2023	Amazon/Returned Document Holder	202-451-4200-000	-28.16
11/06/2023	Michaels/Plastic Pumpkins for Scarecrow Crawl (2)	202-451-4200-608	20.98
11/06/2023	Amazon/USB Flash Drives	101-420-4211-000	49.86
11/06/2023	Viking Electric/Fuses for Dectron Unit	202-451-4211-000	65.10
11/06/2023	Amazon/Laundry Soap	101-421-4211-000	9.48
11/06/2023	Image Printing & Graphics/September UB Statements	601-494-4322-000	392.75
11/06/2023	UMN/Tuition - T. Drahota	101-450-4330-000	145.00
11/06/2023	SCSU/Tuition - K. Leibel, R. Strub & S. Bergeron	101-420-4330-000	1,530.00
11/06/2023	All Seasons Rental/Sod Cutter Rental	101-450-4415-000	50.70
11/06/2023	Image Printing & Graphics/2023 Utility Certification Letters	602-495-4410-000	107.53
11/06/2023	Amazon/Uniform Allowance - M. Carlson	101-420-4370-000	26.38
11/06/2023	Amazon/Stock LED Work Lights (8)	101-431-4221-000	42.98
11/06/2023	Image Printing & Graphics/September UB Statements	601-494-4410-000	130.98

Inv 11/6/2023 Total 31,234.72

119782 Total: 31,234.72

687 - U.S. Bank Visa Total: 31,234.72

1104 - Walters Recycling & Refuse Line Item Account

119783 11/27/2023

Inv 7409202

Line Item Date	Line Item Description	Line Item Account	Amount
11/10/2023	Trash & Recycling	202-451-4384-000	272.52

Inv 7409202 Total 272.52

Inv 7409273

Line Item Date	Line Item Description	Line Item Account	Amount
11/10/2023	Organic Recycling	101-462-4410-000	94.93
11/10/2023	Trash & Recycling	101-432-4384-503	416.49
11/10/2023	Organic Recycling	101-462-4410-000	75.95
11/10/2023	Organic Recycling	101-462-4410-000	177.80
11/10/2023	Trash & Recycling	101-432-4384-501	45.73
11/10/2023	Organic Recycling	101-462-4410-000	80.33
11/10/2023	Trash & Recycling	101-432-4384-502	130.95
11/10/2023	Trash & Recycling	101-432-4384-500	328.90

Inv 7409273 Total 1,351.08

119783 Total: 1,623.60

Check Number Check Date

1104 - Walters Recycling & Refuse Total:

1,623.60

1447 - Wheeler Hardware Company Line Item Account

119784 11/27/2023

Inv SPI145241

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/09/2023	Sliding Entries Repair & Inspection	101-432-4300-503	686.00

Inv SPI145241 Total 686.00

119784 Total: 686.00

1447 - Wheeler Hardware Company Total:

686.00

733 - WSB & Associates, Inc. Line Item Account

119785 11/27/2023

Inv 0-002988-560-56

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September Saddle Club 4th Addition	801-000-2359-102	97.50

Inv 0-002988-560-56 Total 97.50

Inv R-011406-000-42

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September Natures Refuge	801-000-2314-102	1,669.00

Inv R-011406-000-42 Total 1,669.00

Inv R-012065-000-47

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September 49 & J Lift Station, Sewer and Water Extension	406-499-4304-123	250.75

Inv R-012065-000-47 Total 250.75

Inv R-012365-000-56

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September Lyngblomsten Site Study	801-000-2363-102	1,020.00

Inv R-012365-000-56 Total 1,020.00

Inv R-012469-000-56

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September Eastside Villas	801-000-2302-102	320.00

Inv R-012469-000-56 Total 320.00

Inv R-014757-000-46

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September Watermark 2nd Addition	801-000-2388-102	960.00

Check Number Check Date

Inv R-014757-000-46 Total 960.00

Inv R-015306-000-46

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September Nadeau Acres	801-000-2338-102	160.00

Inv R-015306-000-46 Total 160.00

Inv R-015628-000-41

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September Watermark 3rd Addition	801-000-2355-102	97.50

Inv R-015628-000-41 Total 97.50

Inv R-017210-000-25

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September Market Place Dr Realignment	420-499-4304-141	4,658.00

Inv R-017210-000-25 Total 4,658.00

Inv R-017363-000-33

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September Watermark 4th Addition	801-000-2327-102	1,468.50

Inv R-017363-000-33 Total 1,468.50

Inv R-018524-000-20

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September Winters Wetland Bank	422-499-4304-000	-1,052.75
10/31/2023	September Winters Wetland Bank	422-499-4304-000	1,052.75

Inv R-018524-000-20 Total 0.00

Inv R-018901-000-15

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September Shenandoah Park Wetland BMP	422-499-4304-000	178.50

Inv R-018901-000-15 Total 178.50

Inv R-019406-000-17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September MTO Properties - Thrivent Financial	801-000-2303-103	308.00

Inv R-019406-000-17 Total 308.00

Inv R-019485-000-20

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September 2022 I35E Pipe Crossing Project	422-499-4304-145	475.00

Inv R-019485-000-20 Total 475.00

Check Number Check Date

Inv R-019496-000-22

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September Watermark Park	405-499-5000-143	2,817.75

Inv R-019496-000-22 Total 2,817.75

Inv R-019565-000-20

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September NorthPointe Gardens Estates	801-000-2361-102	1,200.50

Inv R-019565-000-20 Total 1,200.50

Inv R-020302-000-15

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September Tidal Wave Auto Spa	801-000-2342-103	857.00

Inv R-020302-000-15 Total 857.00

Inv R-020640-000-15

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September Watermark 5th Addition	801-000-2376-102	2,972.50

Inv R-020640-000-15 Total 2,972.50

Inv R-020894-000-15

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September Kwik Trip	801-000-2343-103	449.50

Inv R-020894-000-15 Total 449.50

Inv R-020899-000-12

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September Belland Farms 2nd Addition	801-000-2307-102	554.50

Inv R-020899-000-12 Total 554.50

Inv R-020900-000-15

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September New Horizon Academy	801-000-2313-103	755.00

Inv R-020900-000-15 Total 755.00

Inv R-021123-000-13

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September 601 Apollo Drive Retail	801-000-2379-101	560.00

Inv R-021123-000-13 Total 560.00

Inv R-021336-000-13

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September Water Treatment Plant	406-499-4304-147	6,276.00

Check Number Check Date

Inv R-021336-000-13 Total 6,276.00

Inv R-021397-000-13

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September 2022 Gateway Planning	301-499-4300-000	4,799.00

Inv R-021397-000-13 Total 4,799.00

Inv R-021412-000-13

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September Pheasant Run Reconstruction Project	487-499-4304-000	24,263.50

Inv R-021412-000-13 Total 24,263.50

Inv R-021682-000-9

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September 2023 General Engineering Services	603-496-4304-000	1,144.50
10/31/2023	September 2023 General Engineering Services	601-494-4304-000	1,144.50
10/31/2023	September 2023 General Engineering Services	602-495-4304-000	1,144.50
10/31/2023	September 2023 General Engineering Services	101-417-4410-000	4,196.17

Inv R-021682-000-9 Total 7,629.67

Inv R-021683-000-5

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September 2023 Miscellaneous Escrow Account	101-417-4300-000	462.00

Inv R-021683-000-5 Total 462.00

Inv R-021685-000-9

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September 2023 Private Utility Permits	101-417-4300-000	2,340.00

Inv R-021685-000-9 Total 2,340.00

Inv R-021759-000-10

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September MCES Meter Vault Belland Farms	406-499-4304-000	160.00

Inv R-021759-000-10 Total 160.00

Inv R-021769-000-10

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September Hodgson Road Trail Extension	420-499-4304-151	223.00

Inv R-021769-000-10 Total 223.00

Inv R-021892-000-11

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September 2023 Lake Drive Trunk Water Main Improvements	406-499-4304-150	3,833.00

Check Number Check Date

Inv R-021892-000-11 Total			3,833.00
Inv R-021970-000-6			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September Watermark 6th Addition	801-000-2377-102	1,770.50
Inv R-021970-000-6 Total			1,770.50
Inv R-022290-000-5			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September Centennial Middle School	801-000-2341-103	97.50
Inv R-022290-000-5 Total			97.50
Inv R-022396-000-7			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September 2023 Trail Maintenance Project	101-450-4300-000	752.50
Inv R-022396-000-7 Total			752.50
Inv R-022580-000-6			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September 2023 Surface Water Management Project	603-496-4304-000	2,736.00
Inv R-022580-000-6 Total			2,736.00
Inv R-022658-000-6			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September Lil Explorers Childcare Center	801-000-2394-103	1,435.00
Inv R-022658-000-6 Total			1,435.00
Inv R-023222-000-3			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September Sunrise Park Crack Fill & Seal Coat Project	101-450-4300-000	308.00
Inv R-023222-000-3 Total			308.00
Inv R-023248-000-3			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September Anoka Roundabout Sunset & Main	406-499-4304-000	1,582.00
Inv R-023248-000-3 Total			1,582.00
Inv R-023534-000-2			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September 2300 Main St - Gamos Wire Storage	801-000-2300-000	1,845.00
Inv R-023534-000-2 Total			1,845.00

Check Number Check Date

Inv R-023584-000-2

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September Otter Lake Road Extension Design & Construction	420-499-4304-156	1,571.50

Inv R-023584-000-2 Total 1,571.50

Inv R-023620-000-2

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September 2024 Street Reconstruction Project	488-499-4304-000	8,400.50

Inv R-023620-000-2 Total 8,400.50

Inv R-023694-000-1

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September Kavan Christmas Tree Farm	801-000-2300-000	3,076.00

Inv R-023694-000-1 Total 3,076.00

Inv R-023720-000-1

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September Synthetic Grass ZOTA	101-417-4300-000	2,286.00

Inv R-023720-000-1 Total 2,286.00

Inv R-023844-000-1

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2023	September 2023 Lino Lakes Pavement Management	421-499-4304-000	830.50

Inv R-023844-000-1 Total 830.50

119785 Total: 98,506.67

733 - WSB & Associates, Inc. Total: 98,506.67

734 - Xcel Energy Line Item Account

119786 11/27/2023

Inv November 2023-1

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/15/2023	Electric	101-430-4385-000	4,901.74

Inv November 2023-1 Total 4,901.74

119786 Total: 4,901.74

734 - Xcel Energy Total: 4,901.74

Check Number	Check Date	38 Amount
		<hr/> <hr/>
Total:		620,010.47
		<hr/> <hr/>



Electronic Funds Transfer
MN Statute 471.38 Subd. 3

Council Meeting November 27, 2023

Transfer In/(Out)

11/9/2023 Payroll #23	(192,388.47)
11/9/2023 Payroll #23 Federal Deposit	(55,233.35)
11/9/2023 Payroll #23 PERA	(55,496.31)
11/9/2023 Payroll #23 State	(12,532.66)
11/9/2023 Payroll #23 Child Support	(923.22)
11/9/2023 Payroll #23 H.S.A. Bank Pretax	(3,164.02)
11/9/2023 Payroll #23 TASC Pretax	(941.10)
11/9/2023 Payroll #23 Mission Sq 457 Def. Comp #301596	(2,945.00)
11/9/2023 Payroll #23 Mission Sq Roth IRA #706155	(962.50)
11/9/2023 Payroll #23 MSRS HCSP #98946-01	(4,886.29)
11/9/2023 Payroll #23 MSRS Def. Comp #98945-01	(3,166.00)
11/9/2023 Payroll #23 MSRS Roth IRA #98945-01	(779.00)
11/9/2023 Transfer from FRB Money Market	1,000,000.00
11/20/2023 October Sales & Use Tax	(10,231.00)
11/16/2023 Bldg Permit Surcharge	(3,697.17)
11/20/2023 Election Payroll 11/17/2023	(8,033.50)
11/21/2023 Election Payroll ACH Return J Parenteau	144.00
11/24/2023 Election Payroll ACH Resent J Parenteau	(144.00)
11/22/2023 Transfer from FRB Money Market	650,000.00

**LINO LAKES CITY COUNCIL
WORK SESSION
MINUTES**

DATE: November 6, 2023
TIME STARTED: 6:00 PM
TIME ENDED: 8:25 PM
MEMBERS PRESENT: Councilmembers Lyden, Stoesz, Ruhland, Cavegn, Mayor Rafferty

Staff members present: City Administrator Sarah Cotton; Finance Director Hannah Lynch, Human Resources and Communications Manager Meg Sawyer; Public Safety Director John Swenson; Community Development Director Michael Grochala; City Planner Katie Larsen.

1. Kavan Christmas Tree Farm (1415 Ash Street) CUP for Agritourism

City Planner Katie Larsen presented a request for a Conditional Use Permit (CUP) for Agritourism to operate a Christmas Tree Farm at 1415 Ash Street. The full application will be presented for full Council consideration at the next regular meeting. Present with Planner Larsen was the applicant, Steve Kavan.

Planner Larsen reviewed the application, the relevant Zoning Ordinances, and confirmed that the Planning and Zoning Board reviewed the application on October 11, 2023 at which time a public hearing was held. During the public hearing, a resident from 1443 Ash Street spoke and provided general support for the project but stated some concerns for traffic impacts, signage, and property taxes. The Planning and Zoning Board unanimously recommended approval of the CUP with recommended changes as provided in Planner Larsen's staff report.

Council held discussion on the application, including signage and traffic flow. Councilmember Stoesz inquired of potential adjustments to time and date. Planner Larsen advised if time adjustments are needed in the future, the proposed resolution for this CUP authorizes staff to make those changes at an administrative level rather than bringing back the full CUP for formal amendment by Council.

Councilmember Cavegn inquired about DNR regulations related to pre-cut Christmas trees which the applicant proposes to sell on site in addition to cut-your-own trees. Mr. Kavan responded to inform Council that pre-cut trees are indeed regulated by the DNR to prevent the spread of any invasive pests; he envisions all trees brought in from areas in Minnesota and Wisconsin but if trees are brought in from other states such as North Carolina, the DNR will conduct testing and will destroy any trees with pests.

Councilmember Lyden expressed excitement for the project and encouraged the applicant to think big in regard to other uses including an event venue.

Mayor Rafferty inquired as to insurance requirements. Mr. Kavan confirmed he will have a liability policy.

2. 2024-2028 Financial Plan

Finance Director Hannah Lynch provided a brief overview of the 2024-2028 Finance Plan which was prepared in accordance with the City Charter. She provided information on changes to the tax rate over the next several years. She noted that staff is seeking Council acceptance of the plan on December 11, 2023 as a *guiding* document for the City.

Mayor Rafferty commented on the increase to the street reconstruction program; he asked if there was a specific reason for the increase. Director Lynch noted that the payment management funding increase is tied to the overall condition index (OCI); in an attempt to make sure that OCI stays in the same range, the proposal is to increase the payment management funding to 15%.

Councilmember Stoesz inquired about previous Council discussion to accept this plan at a work session and asked if that is possible. Director Lynch clarified that the Charter requires formal adoption by resolution to accept the finance plan following a public hearing.

Mayor Rafferty also commented on unmarked and marked patrol vehicles as outlined in the plan; he asked how long the push for five vehicles has been underway as he recalled only four being requested in previous years. He asked staff to provide information for that in the future. Director Lynch noted that the plan includes assumptions to help with planning.

Council recessed from the Work Session at 6:40 to walk to the Public Safety Department to view the kitchen area that is proposed in the plan for remodeling. The Work Session reconvened at 6:45 PM.

3. 2024 Budget and Tax Levy

Finance Director Hannah Lynch presented the final 2024 budget and tax levy that will be presented for formal approval on December 11, 2023. She noted that in order to keep the levy at 14.1% and revenues equaling expenditures, the contingency in the budget did decrease from \$25,000 to \$5,489; she added that there is still a base budget of \$75,000 in the contingency but the changes removed the ability to increase the full contingency by \$25,000. No other changes were made since preliminary approval and the tax levy remains unchanged.

A staff report was also included in the packet for the work session regarding public safety but the memo was provided for informational purposes only.

Mayor Rafferty suggested using the one-time public safety aid to offset capital equipment and/or personnel costs. Director Lynch cautioned against using the public safety aid for the general capital equipment levy as there are continual capital equipment needs for public safety. Using one-time dollars may put the City behind in the coming years. She also stated

that there are no certificates of indebtedness outstanding. Councilmember Cavegn stated that he would only be in favor of using those aid dollars for one-time cost expenses, not capital. Councilmember Ruhland concurred with Councilmember Cavegn.

General discussion was held on the incoming public safety aid funds.

Catherine Decker, 614 Pine Street, asked of some transfers noted on the budget. Director Lynch advised she would look into the questions.

Christopher Stowe, 425 Pine, inquired of the water treatment values and costs noted in the budget. He wanted to know where the differing numbers were coming from and also if houses to be served by the plant would be the only ones taxed.

4. Public Safety Quarterly Update

Public Safety Director John Swenson provided a review of third quarter public safety statistics.

Discussion was held on the possibility of introduction of a mental health professional to address an increase in calls which are not necessarily a public safety matter but a mental health matter. Director Swenson advised that one consideration which may be brought before Council would be a shared contract position with Centennial Lakes and Spring Lake Park police departments via a vendor, Canvas Health.

Director Swenson also mentioned planning and preparedness for a large-scale emergency event. He suggested that the City work to better prepare staff and elected officials for a future emergency. He proposed further conversations about emergency planning as well as future training.

Director Swenson also provided an update on staffing in police and fire.

5. Part-Time Fire Compensation Plan

Human Resources and Communications Manager Meg Sawyer advised that staff is proposing an adjustment to the part-time fire compensation plan based on direction from Council at the October work session to review similarly situated cities and to reevaluate the position description with the assistance of the City's compensation consultant. The results of the reevaluation of the position has resulted in a staff recommendation to regrade the position to grade 130 of the Lino Lakes compensation plan; the position is currently graded at 110. She added that a \$53,340 budget impact will be seen in 2024 if Council would choose to adopt staff's recommendation to adjust the grade from 110 to 130. A formal request to adopt the change will be presented at the next regular meeting.

Discussion was held on the change in grade and pay equity.

Finance Director Hannah Lynch also asked that Council provide direction for budget reductions to balance the 2024 budget as the tax levy for 2024 cannot be further increased.

Councilmember Cavegn asked that staff bring suggestions for budget adjustments. Staff was directed to bring back recommendations at the next meeting.

6. **2024 Fee Schedule**

Finance Director Hannah Lynch reviewed the 2024 fee schedule which was presented for the first reading at the last regular council meeting. A question came in from Councilmember Stoesz after that meeting in regard to the proposed Water Utility Base Fee increase from \$15/Quarter/REU to \$20/Quarter/REU. Director Lynch provided an explanation and background on the proposed increase and advised that staff continues to recommend approval of the 2024 Fee Schedule, including the proposed water utility base fee.

Councilmember Stoesz stated that his concern is with the ramp up of fees: should the fees be increased before the residents are enjoying a new water treatment plant?

Director Lynch advised that an increase in the base fees are needed as a reliable revenue source to help toward the water treatment plant. She also responded to a question from Councilmember Cavegn to confirm that a stop at \$25/quarter is in place which will be seen in 2025.

~~7. Utility Meter Reading Equipment and Customer Portal, Justin Williams~~

8. **Council Updates on Boards/Commissions**

9. **Adjourn**

The work session concluded at 8:25 PM.

These minutes were considered and approved at the regular Council Meeting on November 27, 2023.

Jolleen Chaika, City Clerk

Rob Rafferty, Mayor

**LINO LAKES CITY COUNCIL
WORK SESSION
MINUTES**

DATE: November 13, 2023
TIME STARTED: 6:00 PM
TIME ENDED: 6:15 PM
MEMBERS PRESENT: Councilmembers Stoesz, Lyden, Ruhland, Cavegn, Mayor Rafferty

Staff Members Present: City Administrator Sarah Cotton; Human Resources and Communications Manager Meg Sawyer; Public Safety Director John Swenson; Community Development Director Michael Grochala; City Planner Katie Larsen; City Engineer Diane Hankee; City Clerk Jolleen Chaika.

1. Review Regular Agenda

Mayor Rafferty advised that he will propose removal of Item 4A on the regular agenda so that the item can be discussed at the December work session.

Mayor Rafferty requested some clarification on several items in the expenditures report.

Regarding Item 2A, the 2024 Fee Schedule, Councilmember Stoesz questioned why rates for water are increasing ahead of the new water treatment plant even being constructed. He noted he will not be voting in favor of approval of the fee schedule.

Mr. Christopher Stowe, 426 Pine Street, asked Council of the water treatment plant, specifically he wanted to know where sewage is currently going. Community Development Director Michael Grochala clarified that the water treatment plant is a drinking water plant, not a sewage plant.

Staff provided an overview of other staff reports for remaining agenda item.

The work session concluded at 6:15 PM.

These minutes were considered and approved at the regular Council Meeting on November 27, 2023.

Jolleen Chaika, City Clerk

Rob Rafferty, Mayor

**LINO LAKES CITY COUNCIL
CANVASS BOARD
MINUTES**

DATE: November 13, 2023
TIME STARTED: 6:20 PM
TIME ENDED: 6:25 PM
MEMBERS PRESENT: Councilmembers, Lyden, Stoesz, Ruhland, Cavegn, Mayor Rafferty

Staff members present: City Clerk Jolleen Chaika.

2023 Municipal Election Results: City Clerk Jolleen Chaika presented the abstract of the 2023 Municipal Election for review and consideration by the City Council, acting as the Canvassing Board pursuant to Minn. Stat. 205.185.

1. Motion to: Approve 2023 Municipal Election Abstract Returns

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

The meeting adjourned at 6:25 PM.

These minutes were considered and approved at the Regular City Council Meeting on November 27, 2023.

Jolleen Chaika, City Clerk

Rob Rafferty, Mayor

**LINO LAKES CITY COUNCIL
REGULAR MEETING
MINUTES**

DATE: November 13, 2023
TIME STARTED: 6:30 PM
TIME ENDED: 7:20 PM
MEMBERS PRESENT: Councilmembers, Lyden, Stoesz, Ruhland, Cavegn, Mayor Rafferty

Staff members present: City Administrator Sarah Cotton; Human Resources and Communications Manager Meg Sawyer; Director of Public Safety John Swenson; Community Development Director Michael Grochala; City Planner Katie Larsen; City Engineer Diane Hankee; City Clerk Jolleen Chaika.

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

PUBLIC COMMENT

Public Comment was opened at 6:31 PM.

Ms. Catherine Decker, 614 Pine Street. Ms. Decker appeared before Council to advised that she is a concerned citizen and while she was not elected to serve on City Council, she is deeply committed to the community. She highlighted six actions she believes need the attention of Council. Ms. Decker implored the Council to change the status quo by collaborating with community members.

Mr. Christopher Stowe, 426 Pine Street. Mr. Stowe congratulated re-elected members of Council and said that his candidacy was a test run and that he did not really campaign. He stated concerns with what he believes to be the open-checkbook policy of Council. Mr. Stowe also commented on discussion held during the 6:00 PM work session concerning a Joint Powers Agreement with Anoka County for intersection improvements.

Mr. Scott Featherstone, 631 Andall Street. Mr. Featherstone expressed concern about the Nature's Refuge North PUD and invited the Council and City staff to come out to the site to look at the property in its current state. He said it would go a long way to assure him that the City is aware of the issues he has with the development of the property. He implored Council to take a look at the property.

1. Motion to: Close Public Comment at 6:39 PM.

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

SETTING THE AGENDA

1. Motion to: Postpone Item 4A and move to December Work Session Agenda

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

1. CONSENT AGENDA

- A. Consider Approval of Expenditures for November 13, 2023 (Check No. 119586 through 119713) in the Amount of \$1,517,460.51
- B. Consider Approval of October 2, 2023 Council Work Session Minutes
- C. Consider Approval of October 9, 2023 Council Work Session Minutes
- D. Consider Approval of October 9, 2023 Council Meeting Minutes
- E. Consider Approval of October 23, 2023 Council Work Session Minutes
- F. Consider Approval of October 23, 2023 Council Meeting Minutes
- G. Consider Approval of Resolution No. 23-118, Authorizing Certification of Delinquent Utility Charges
- H. Consider Approval of State of Minnesota Voting Operations, Technology and Election Resources (Voter) Account: County/Municipality Agreement
- I. Consider Approval of Resolution 23-119, Approving a New Cannabinoid License

i. Motion to Approve Consent Agenda Items 1A – 1I

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

2. FINANCE DEPARTMENT

A. 2024 Fee Schedule

i. Consider 2nd Reading of Ordinance 14-23, Adopting the 2024 Fee Schedule

City Administrator Sarah Cotton presented the second reading of Ordinance 14-23, an ordinance to amend the City fee schedule for 2024. The first reading was considered and approved on October 23, 2023. She also noted that staff is also seeking approval of a summary publication of the ordinance.

a. Motion to: Dispense of Full Reading of Ordinance 14-23

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

b. Motion to: Approve 2nd Reading of Ordinance 14-23

RESULT:	CARRIED [4-1]
MOVER:	Ruhland
SECONDER:	Cavegn
AYES:	Ruhland, Lyden, Cavegn, Rafferty
NAYS:	Stoesz

ii. Consider Resolution No. 23-121, Approving Summary Publication of Ordinance No. 14-23

a. Motion to: Approve Resolution 23-121

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

3. ADMINISTRATION DEPARTMENT

A. Consider Resolution No. 23-120, Amending the Compensation Plan for the Part-Time Firefighter Position

Human Resources and Communications Manager Meg Sawyer presented Resolution 23-120 to amend the compensation plan for the part-time firefighter position, for Council Consideration. Manager Sawyer advised that the resolution encompasses Council direction following work session discussions in October and November. The proposed amendment reflects an adjustment from job grade 110 to job grade 130.

She further advised that the proposed amendment to the compensation plan will result in a \$53,340 budget impact; proposals by staff to account for the budget impact were included in her staff report.

i. Motion to: Push budget discussion to the next work session and approve Resolution 23-120

DISCUSSION:

Councilmember Cavegn inquired what this change will solve and added that he does not see a qualification for standard of pay for this position. He added that by passing this compensation amendment, the City will create a situation where other positions will request a similar review. Councilmember Cavegn proposed alternative motions:

- 1) Complete a wage study for all positions;
- 2) Complete a study of the fire department with the public safety aid funds.

Mayor Rafferty inquired if Councilmember Stoesz wished to amend his motion; Councilmember Stoesz did not wish to amend his motion.

Councilmember Ruhland inquired what changed on the job description to cause the change in grade? Manager Sawyer advised that there were not major changes to the core requirements for the position, only small tweaks were made. Councilmember Ruhland then suggested that the City contacts the consultant who completed the 2018 report related to the fire department and inquire if a discount could be given if the 2108 report was updated rather than completely redone.

Councilmember Lyden stated that the focus cannot remain just on pay as the issue is greater than just that. He stated he provided a written statement to Council in August and asked that his statement again be included in the minutes as it still provides his views on this matter. He advised he supports Councilmember Cavegn's suggestions and position on this topic. The written statement of Councilmember Lyden is attached hereto for inclusion in the record.

Councilmember Cavegn then suggested that consideration of this item be pushed out until after a study is conducted. He added that if a study shows support for this change, he would vote for it.

RESULT:	CARRIED [3-2]
MOVER:	Stoesz
SECONDER:	Ruhland
AYES:	Ruhland, Stoesz, Rafferty
NAYS	Lyden, Cavegn

4. PUBLIC SAFETY DEPARTMENT

No report.

5. PUBLIC SERVICES DEPARTMENT

No report.

6. COMMUNITY DEVELOPMENT DEPARTMENT

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

City Planner Katie Larsen presented an application for a Conditional Use Permit (CUP) for agritourism at 1415 Ash Street. The applicant proposes a seasonal Christmas Tree Farm. Planner Larsen advised that the application has been reviewed and considered by the Planning and Zoning Board and a public hearing was held on October 11, 2023. The Planning and Zoning Board recommended approval with conditions as noted in Resolution 23-111 with a vote of 7-0. Planner Larsen reviewed the application analysis completed and staff recommendations for approval.

The applicant, Mr. Steve Kavan, was present and answered questions from Councilmember Cavegn related to transport of pre-cut Christmas trees.

i. Motion to: Approve Resolution 23-111 Approving a CUP for Agritourism at 1415 Ash Street

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

B. Consider Resolution No. 23-115, Approving Summary Publication of Ordinance No. 13-23

City Planner Katie Larsen requested that Council consider and approve summary publication of Ordinance 13-23, which was approved by Council at the October 23, 2023 meeting. She advised that summary publication is recommended due to the expense which would be incurred to publish the ordinance in its entirety.

i. Motion to: Approve Resolution 23-115 approving summary publication of Ordinance 13-23

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

C. Consider Resolution No. 23-116, Accepting Quotes and Awarding a Construction Contract

City Engineer Diane Hankee requested consideration and approval of Resolution 23-116 to accept quotes and award the construction contract for stormwater management outlet projects at two sites within the City. She noted that funding for this project is from the Street Reconstruction Bonds and the Surfacewater Management Fund. Two quotes were received and staff recommended acceptance of the lowest quote from Winberg Companies, LLC which came in at \$44,424.54.

i. Motion to: Approve Resolution 23-116 Accepting Quotes and Awarding Construction Contract for stormwater Outlet Management Project

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

D. Consider Resolution No. 23-117, Approving Joint Powers Agreement with Anoka County for Improvements at the Intersection of CSAH 14 (Main Street) and CR 53 (Sunset Avenue)

Community Development Director Michael Grochala presented Resolution 23-117, approving a Joint Powers Agreement with Anoka County for improvements at the intersection of Main Street and Sunset Avenue. He noted that this intersection has been under review and studied for reconstruction for quite some time. Virtual open houses have been held by Anoka County and are still open for public comment. Director Grochala added that the total cost of the project is \$2,157,278; however, a federal grant was awarded which will provide for \$1,600,000 in federal funding. After application of the federal funds, the City's estimated costs are \$61,850.59; funding will be through the Municipal State Aid account.

Mayor Rafferty accepted comments from the audience:

Mr. Christopher Stowe, 426 Pine Street, stated that he would rather this money be spent on part-time firefighter pay. He added that a roundabout is not good for pedestrian traffic.

i. Motion to: Approve Resolution 23-117 to approve JPA with Anoka County for improvements at the intersection of main and sunset

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

7. UNFINISHED BUSINESS

There was no unfinished business.

8. NEW BUSINESS

There was no new business.

Mayor Rafferty reviewed the community calendar. After confirming there were no additional business matters to attend to, Mayor Rafferty adjourned the meeting at 7:20 PM.

These minutes were considered and approved at the Regular City Council Meeting on November 27, 2023.

Jolleen Chaika, City Clerk

Rob Rafferty, Mayor

City of Lino Lakes

Work Session agenda item #7

Fire Services Discussion Councilmember Lyden/Cavegn

August 7, 2023

Ladies and Gentlemen our agenda item is "Discussion of Fire Services".

Specifically, on how a portion of our allotted "Public Safety Aid Dollars" from the State of Minnesota can be used as the initial driving force to support potential collaboration discussions as it relates Fire and public safety.

The spirit of these discussion is best summed up in the following quote from John F Kennedy.

"LET US NOT SEEK THE REPUBLICAN ANSWER OR THE DEMOCRATIC ANSWER, BUT THE RIGHT ANSWER. LET US NOT SEEK TO FIX THE BLAME FOR THE PAST. LET US ACCEPT OUR OWN RESPONSIBILITY FOR THE FUTURE."

I believe everyone in this room is very appreciative of our gift from the State of Minnesota of what is called "Public Safety Aid Dollars" This is a timely, and unique opportunity to use "free" money (if there is such a thing) to save our tax payers money on an annual basis as we move forward.

Although We -City staff and Councilmembers have done an excellent job of being prudent financial stewards for our Lino Lakes residents. Our most significant challenge our "Achilles' heel" as they say is the cost and other challenges of our Fire and First Responders.

A word about our first responders is appropriate here. In the recent year or so social media has not always been kind to our first responders the men and women who put on the uniform. These are the men and women I respect! These are the people I hold in the highest regard! In your hour of need or your son's or daughter or the neighbor across the street these men and women in a moment come to your aid. Maybe even to save your life! Their lens is clear, their strength of purpose is keen. In your moment of need they don't ask what religion you are? They don't ask what race you are, and they don't ask if you're a Republican or Democrat. Folks, social media is not going to save you!

Let us demonstrate the same laser focus. Let our leadership demonstrate this same strength of purpose here tonight.

It should be noted "loud and clear" that the challenges facing Lino Lakes are not unique. For example Lino Lakes and all of or neighboring communities have seen the same fire truck and equipment jump hundreds of thousands of dollars in the past year, We are all feeling the same "sticker shock".

What I am looking for from this Council tonight is to take the all important "first" step. Specifically, I'm asking Council support to use "Public Safety Aid" dollars from the State of Minnesota to hire and independent outside consultant to explore /analyze potential collaboration models. The single goal being of strengthening everyone's service levels while reducing tax payer costs. I am not naive. I have no illusion that you don't run a marathon with one step.

Second John F Kennedy quote "WE CHOOSE TO GO TO THE MOON IN THIS DECADE AND DO OTHER THINGS, NOT BECAUSE THEY ARE EASY, BUT BECAUSE THEY ARE HARD."

Now for whatever direction we may or may not go, you can not get there unless you are well grounded in knowing where you are at. We need to know the true cost of Fire Services. These would include Operational, Capital, Debt Service, facilities..and others?

The good news is these are all items/numbers currently in our finance director's wheelhouse. Timely as we are currently preparing for our next budget cycle. We would be asking Hannah to just compile data she already has.

Let me end by stating loud and clear that the most important aspect of this conversation is centered on looking forward. In Kennedy's second quote again it said....."Let us accept our own responsibility for the future" This conversation is about looking forward--it is about possibilities!

For those inside these walls and for within walls that stretch across our neighboring communities let it be know in these conversations EVERYTHING IS ON THE TABLE. I repeat EVERYTHING IS ON THE TABLE!

Any and all conversations will be grounded in TRUST. Lino Lakes will have no conditions or pretenses again EVERYTHING IS ON THE TABLE.

In first responder speak.....it's time for us in this room "TO ANSWER THE CALL"

Let us demonstrate our leadership with the same courage and strength of purpose of our first responders!

Let's answer the call!!!

Councilmember Lyden

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

STAFF ORIGINATOR: Rick DeGardner, Public Services Director

MEETING DATE: November 27, 2023

TOPIC: Consider Resolution No. 23-124, Amending Rookery Membership Agreement and Code of Conduct & Policies

VOTE REQUIRED: 3/5

INTRODUCTION

The City Council is being asked to amend the updated Rookery Membership Agreement and Code of Conduct and Policies that was originally approved on April 11, 2022 via Resolution No. 22-36.

BACKGROUND

The changes recommended in the Membership Agreement and Code of Conduct & Policies relate to updates needed to conform with our current operations. The changes are outlined in the attached red-line document.

RECOMMENDATION

Approve Resolution 23-124.

ATTACHMENTS

Resolution No. 23-124
The Rookery Membership Agreement – Red-lined, dated November 21, 2023
The Rookery Activity Center Code of Conduct and Policies – Red-lined, dated November 21, 2023

**CITY OF LINO LAKES
RESOLUTION NO. 23-124**

**RESOLUTION AMENDING ROOKERY ACTIVITY CENTER MEMBERSHIP
AGREEMENT AND CODE OF CONDUCT & POLICIES**

WHEREAS, the City Council originally approved the Rookery Membership Agreement and Code of Conduct & Policies on April 11, 2022 via Resolution No. 22-36; and

WHEREAS, the changes recommended in the Membership Agreement and Code of Conduct & Policies relate to updates needed to conform with our current operations.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lino Lakes that the Rookery Membership Agreement and Code of Conduct & Policies are hereby amended.

Adopted by the Council of the City of Lino Lakes this 27th day of November, 2023.

Rob Rafferty, Mayor

ATTEST:

Jolleen Chaika, City Clerk

MEMBERSHIP AGREEMENT

MEMBERSHIP

The classification of members, the amount of fees payable by the members of each class, the suspension and expulsion of members and all other matters affecting or relating to the membership shall be under the complete control of The Rookery Activity Center (herein referred to as the Center). The fees applicable to any type of membership and any other charges imposed by the Center may be amended at any time.

Nondiscrimination: It shall be the policy of the Center to accept applications for membership from any individual, couple, or business of good character and reasonable credit background without regard to race, creed, color, sex or national origin.

MEMBERSHIP CATEGORIES

Resident – Anyone living within the city limits of Lino Lakes. Must provide proof of residency to receive resident rate (i.e. driver's license, utility bill, or cable bill, etc.).

Non-Resident – Anyone living outside the city limits of Lino Lakes.

Adult - Anyone ages 18 – 61.

Dual - Any 2 individuals living in the same household. Both individuals must provide proof of household.

Senior – Ages 62+, must provide proof of age.

Youth – Ages 18 and under; members age 14 and under require adult supervision.

Household - One or two adults and dependent children age 2218 and under who are living in the same household. Dependent adults residing in the same household are also included. Parental supervision is required for children age 14 and under. Need to provide proof of all members living in the same household.

Military - Active and retired military receive 10% discount on adult, dual, senior, and household membership categories; discount does not apply to daily drop-in or multi-visit passes. Discharge papers, military DD-214, or current military ID are required to receive this discount.

Personal Care Attendant (PCA) – A PCA membership is available for a person who is visiting the center and sole role is to provide assistance to a member utilizing the facility. If a PCA wants to work out or use the facility, they must purchase their own membership.

Child Caregiver – An Add-On membership is available for anyone age 16 and older who is caring for a child(ren) who is part of a Household membership at the Center. Individuals using this membership can only use the facilities together with the child(ren) on the Household membership. The Caregiver can drop the child(ren) off at the Nest and use the facility. This membership does not allow the Caregiver to use the facility on their own without the child(ren) present.

FEES AND OTHER CHARGES

Fees: The Center shall, from time to time, determine the amount and terms of payment of dues which shall be payable by the members each year. The obligation to pay dues is not dependent on the availability of all the Center's amenities. Tournaments, construction, renovations, repairs and/or maintenance of the amenities may make it necessary for the Center to restrict use of one or more of the amenities or to temporarily close the Center which will not reduce or suspend the memberships obligation for payments or dues.

Late/Returned Item Charges: A \$30 fee will be assessed to accounts that are returned due to insufficient fund. This includes all payments that do not go through as a result of insufficient funds, stopped payment, or similar circumstances. Guest will be responsible for any additional chargeback fees from the issuing bank. Closed accounts or stopped payments may result in termination of membership, at Center's discretion, but will not absolve member(s) of all other contractual obligations.

Delinquent Accounts: Members failing to make payment within thirty (30) days will be classified as delinquent and will be responsible for all collection costs including attorney and other collection fees and that of any fees or add-on addendum.

TERMINATION/SUSPENSION OF MEMBERSHIP

The Center reserves the right at any time to terminate the membership of any member for failure to comply with any of the Rules and Regulations adopted by the Center or for conduct the Center determines to be improper or contrary to the best interests of the Center. The rules and regulations are posted on our website and are updated from time to time. The terminated member will be required to immediately return his/her membership card to the Center. The membership of any member who is thirty (30) days in arrears in his/her account to the Center may, at the discretion of the Center, be suspended or terminated by the Center without notice.

CANCELLATION POLICY

Membership Cancellation Notice forms must be completed and signed. ANNUAL MEMBERSHIP cancellations received prior to membership expiration date will incur 3-month termination penalty in addition to the cost of the time the membership has been active. Membership will be cancelled effective the date the form was submitted to the Center. MONTHLY MEMBERSHIPS require a full 3-month minimum commitment. After 3-months the membership can be cancelled at any time. Requests to cancel monthly memberships must be received in writing by the 20th of the month to cancel the next month's billing. All monthly membership cancellations go into effect at the end of the last paid month.

MEDICAL EXAMINATION

All members are strongly encouraged to have a complete physical examination by a medical doctor prior to beginning any work out program or strenuous new activity. If a proposed member has a history or family history of heart disease, he/she should consult a physician before joining the Center.

MEDICAL LEAVE/LEAVE OF ABSENCE

If you need to take a medical leave, we can put your membership on hold. A doctor's signature is recommended for proof of leave time necessary. You will not be billed or required to pay for the months on medical leave but will have an extension on the membership once the leave is over. Check with the front desk for our current On Hold Policy. You are required to fill out a notice of On Hold and provide the necessary documentation and signatures as needed prior to leave.

ACKNOWLEDGEMENT AND 3 DAY NOTICE

This Agreement is not effective until you and an authorized representative sign and date it. You acknowledge that you received a completed copy of this Agreement and you understand that: You may cancel this Agreement at any time within 72 hours of signing this agreement, including Sundays and Holidays that the Center is open. To cancel this Agreement, mail or deliver a signed and dated notice which states that you the buyer are canceling this Agreement, or words of similar effect. Such notice shall be sent or delivered to The Rookery Activity Center, 7690 Village Dr, Lino Lakes, MN 55014. Refunds will be processed within 30 days.

SEVERABILITY

These provisions of this contract are severable and if any provision is determined to be illegal or unenforceable, the remaining provisions and any partially enforceable provisions shall nevertheless be enforceable. The Center's failure to enforce any remedy or provision in this contract shall not be construed as a waiver of such remedy or provision.

GOVERNING LAW

This contract shall be construed in accordance with the laws of the State of Minnesota with jurisdiction and venue deemed proper in Anoka County, Minnesota.

INTEGRATION-ENTIRE AGREEMENT

This contract constitutes the entire and exclusive agreement between the parties and cancels and supersedes prior promises, representations,

understandings, and/or agreements between the parties. This agreement may be modified only by an instrument in writing signed by all parties; however, the Center or any assignee of this agreement are authorized to correct patent errors in the agreement (and other related documents).

ASSUMPTION OF RISK, RELEASE & INDEMNITY

Although Center facilities, equipment, services and programs are designed to provide a safe level of beneficial exercise and enjoyment, their use naturally involves the risk of injury to you, your spouse, children, guests, or other members, whether you or someone else causes it. The risks include, but are not limited to: 1) injuries arising from my use of any exercise equipment, classes or machines, 2) injuries arising from my participation in supervised or unsupervised activities and programs in, on, and around the swimming pools, water slide, gymnasium, and any other areas of the Center, 3) injuries or medical disorders resulting from exercising at the Center including, but not limited to, heart attacks, strokes, heat stress, sprains, broken bones and torn muscles or ligaments, and 4) accidental injuries within the facilities, including, but not limited to, the locker rooms, saunas, showers and dressing rooms. You agree that if you engage in any physical exercise or activity or use of any Center facility on the premises, including, but without limitation, personal, bodily or mental injury, economic loss or any damage, including theft, to you, your spouse, children, guest or anyone else using the facilities, and any loss or theft of any personal property.

You agree on behalf of yourself and your children (and all your personal representatives, successors, and assigns) to release and discharge Center and any of its affiliates, employees, agents, representatives, successors, and assigns and The Rookery Activity Center, City of Lino Lakes, and its employees and officials from any and all claims or causes of action (known and unknown) arising out of the negligence, whether active or passive, of Center or its affiliates, employees, agents, representatives, successors, and assigns. This waiver and release of liability includes, without limitation, injuries which may occur as a result of your use of Center equipment or facilities, improper maintenance, negligent instruction or supervision, and you slipping and falling while in any portion of the premises for any reason, including negligent inspection or maintenance. If there is any claim by anyone based on any injury, loss or damage described here, which involves you, your spouse, your guest, or children you agree to indemnify and hold harmless Center from any loss, liability, damage or cost Center may incur due to your presence at the Center facility. You further expressly agree that the foregoing release, inclusive as permitted by law in the State of Minnesota and that if any portion thereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full force and effect. You acknowledge that you have carefully read this waiver and release and fully understand that it is a release of liability and express assumption of risk and indemnity agreement. You are aware and agree that by executing this waiver and release, you are giving up your right to bring legal action or assert a claim against the center and city of Lino Lakes for its negligence or for any defective product on its premises. You have read and voluntarily signed the waiver and release and further agree that no oral representations, statements, or inducement apart from the foregoing written agreement have been made.

RULES AND REGULATIONS

I, my spouse and children acknowledge the existence and the need for Rules and Regulations including those governing the use of the Center's equipment and facilities and participation in programs and services. All members on this account agree to comply with those Rules and Regulations and to amendments or additions to them as the Center deems necessary. Current rules and regulations can be found on our website.

Registration: Members MUST check in and present their membership card or a photo I.D. each time they use the Center. Members requesting access to the Center without their membership card may be required to pay the usual daily fee.

Attire and Equipment: Proper attire is required for participants using the Center. Shirts and shoes are required in all public and recreation areas. No footwear other than appropriate shoes may be worn on courts. No cut offs or any form of street apparel will be allowed in pools. Nothing shall be left in the Center overnight. Clothing or a towel is required when using the sauna.

Code of Conduct: The Rookery Activity Center is a family-based facility and all patrons are expected to conduct themselves accordingly. Patrons are responsible for their children's and/or guests' conduct. The Rookery Activity Center staff is responsible for enforcing all established policies. If a patron or staff engages in the following behaviors or actions including, but not limited to the following: profanity, rowdy or disruptive behavior, verbal or physical harm, mischief, verbal or physical harassment and/or intimidation, menacing behavior towards patrons or staff, demonstration of sexual activity or sexual contact with patrons or staff, theft, destruction of property or trespassing, and tobacco/alcohol/drug/other substance use or possession – disciplinary actions may result. Disciplinary action could result in being temporarily or permanently expelled from the facility and/or the loss of membership or guest privileges. Center staff will involve the Lino Lakes Police, when necessary, to enforce this policy.

Damages: The cost to repair damage to the Center's property by a member, member's spouse and/or dependent children shall be paid by the member. The Center shall not be liable for any lost, stolen or damaged articles.

Rules Inclusive: The rules contained herein are not inclusive. Amendments to the Center's rules and regulations may be made from time to time as necessary. On all questions regarding the construction of the Center's rules and regulations, the decision of the Center will be final.

Photographs of Participant: I understand that photographs of Participants may be used in the City's promotional or other published materials. If Participant does not wish to be photographed or included in these materials, Participant must provide written notice of the same.

Print Name: _____ Signature: _____ Date: _____

Other Adult member(s) on account:

Print Name: _____ Signature: _____ Date: _____

As individual and as parent/legal guardian of:

Name(s) of minor child(ren) on account:

This document is available in an alternate format upon a 3-day business request. Please contact Ben Natzke at 651-982-2469 to make a request. Examples of alternate formats may include: large print, different language, Braille, audio recording. The Rookery Activity Center is willing to provide reasonable accommodation to allow effective communication and participation in programs and activities.



The Rookery Activity Center Code of Conduct and Policies

The Rookery Activity Center Policies

The following policies have been adopted by the City of Lino Lakes in order to ensure a safe positive and healthy environment. Additional policies may be added as circumstances warrant.

Code of Conduct

The Rookery Activity Center is a family-based facility and all patrons are expected to conduct themselves accordingly. Patrons are responsible for the conduct of their children and/or guests. The Rookery Activity Center staff is responsible for enforcing all established policies. If a patron or staff engages in the following behaviors or actions including, but not limited to the following: profanity, rowdy or disruptive behavior, verbal or physical harm, mischief, verbal or physical harassment and/or intimidation, menacing behavior towards patrons or staff, demonstration of sexual activity or sexual contact with patrons or staff, theft, destruction of property or trespassing, and tobacco/alcohol/drug/other substance use or possession – disciplinary actions may result. Disciplinary action could result in being temporarily or permanently expelled from the facility and/or the loss of membership or guest privileges.

Enforcement

Patrons are encouraged to contact a staff member if they witness any person(s) violating the policies or code of conduct of the facility. Staff will address the issue and document the incident. Individual(s) may be asked to leave the facility, or the police may be contacted depending on the incident, and surrounding circumstances. Management will investigate all reported incidents of a violation. All documents will be filed and used in further cases of violation.

A violation of the Code of Conduct or other rules and policies of the Activity Center may result in an enforcement action ranging from a verbal warning, temporary or permanent expulsion from the facility, and/or the revocation of membership or guest privileges. Enforcement action may be dependent on severity of the violation.

1. *First Violation* - a verbal warning will be given, and the patron may be asked to leave the Rookery based on the severity of the violation. A written report will be filed.
2. *Second Violation* - The patron's membership or guest privileges will be suspended, and the patron will be asked to leave the Rookery and not return until a staff member contacts them. A written incident report will be filed. A staff member will schedule a meeting with the patron to discuss the incident. The length of the suspension will be at the discretion of the Activity Center Manager based upon the severity of the violation and surrounding circumstances.



- a. For minors under the age of 18, a parent/guardian will be notified of his/her actions. If a parent/guardian is not present, the minor may be required to wait in an assigned area while staff contacts a parent/guardian to inform them of the violation with the expectation that the parent will pick up their child.
3. *Third Violation* – The patron’s membership and daily privileges will be revoked, and the offender will not be allowed back into the Rookery Activity Center.

Appeal of Suspension or Termination of Membership Privileges

A patron whose membership privileges are suspended or revoked may appeal such a suspension or revocation to the Director of Public Services. A patron who wishes to appeal to the suspension or revocation of their membership privileges shall file a written request to appeal the suspension or revocation with the Director of Public Services within five (5) business days of the date the notice of the suspension or revocation is delivered in person, emailed, or mailed to the patron. The Director of Public Services shall hear all appeals of membership suspensions and revocations, and may uphold, modify, or overturn the suspension or revocation of the membership.

General Policies:

- ◆ All members must check in with a valid Rookery Activity Center membership or purchase a daily pass upon entering.
- ◆ All children 14 years of age and under are required to have adult (16+) supervision in the building.
- ◆ Outside personal trainers and coaches not employed by Endurance Fitness or the Rookery Activity Center may not accept personal payment from a client for training. Staff reserves the right to remove non-employee trainers and members being trained by non-employee trainers from the facility. Trainers and coaches may inquire with Rookery Activity Center staff about renting facility space.
- ◆ Food and drink are only permitted on the 1st floor lobby areas and identified programs.
- ◆ Water in a closed container only is allowed in activity spaces; Endurance Fitness floor, gymnasium, and multipurpose rooms.
- ◆ ~~All children 14 years of age and under are required to have adult supervision.~~
- ◆ ~~Children ages 11 and under are not permitted on the Endurance Fitness floor, unless in a program specified for children. Children ages 12-15 are allowed on the Endurance Fitness Floor after completing an orientation session with an Endurance Fitness staff member and an adult is with the child. Ages 16 and up are allowed to use the fitness floor without supervision.~~
- ◆ Non-marking athletic shoes must be worn in all activity areas. Examples of prohibited shoes include, but are not limited to, cleats, sandals, stocking feet and/or hard soled shoes.
- ◆ Shirts must be worn at all times in public areas except for the pool, sauna and locker rooms.
- ◆ Please practice proper hygiene while using the Rookery Activity Center.
- ◆ Skateboards, roller-skates, rollerblades and non-electric scooters are not allowed to be operated in the facility.



- ◆ Chewing gum is not allowed in the following activity areas; gym, Endurance Fitness floor, fitness studio, pool and multipurpose rooms.
- ◆ Pets, with the exception of service animals, are not allowed. Service animals are permitted on the pool deck, but not in the water.
- ◆ Use of recording devices (phones, cameras, video cameras, etc.) within the facility requires approval of Rookery Activity Center staff and cell phones or cameras may not be used in the locker rooms and restrooms.
- ◆ Taking photos of members and guests without their permission while in the Rookery is strictly prohibited.
- ◆ Any announcements, fliers, posters, or any other marketing materials to be displayed in The Rookery must be submitted to staff for approval.
- ◆ The Rookery Activity Center is not responsible for personal items damaged, lost, stolen, left on site or left in vehicle.
- ◆ The use and/or possession of tobacco/vaping devices/alcohol/drugs/illegal substances and paraphernalia are prohibited.
- ◆ Lost and Found is located at the [Front Desk Guest Services Desk](#). Items will be held for 30 days. The Rookery Activity Center is not responsible for Lost and Found items that are being held.

Towel Service:

- ◆ ~~Shower towels are available~~ Towels for use in shower or pool areas are available to all members and guests for a fee. Members may add towel service to their monthly membership billing or pay for annual towel service.
- ◆ ~~Guests may rent a towel for use in the showers or pool area at the daily fee.~~
- ◆ Towels are available at the [Front Desk Guest Services Desk only](#) and should be returned to any towel return bin located throughout the facility. If necessary, towels may be exchanged for a dry towel throughout the day.
- ◆ Theft, misuse or damage to towels is subject to loss of membership or guest privileges.

Locker Room and Locker Usage:

- ◆ Any open locker is available for day use only; patrons must provide their own lock.
- ◆ Please keep clothing and valuables locked in lockers. The Rookery Activity Center is not responsible for lost or stolen items.
- ◆ Locker rental is available for a monthly or annual fee. This allows patrons to keep their lock on a locker and materials inside. The Rookery reserves the right to open and inspect the rented locker at any time.
- ◆ Non-rented lockers in use after close each night will be opened and contents removed by staff. Contents will be stored for 30 days; after which the contents will be discarded.
- ◆ The use of electronic devices and cell phones is allowed but recording video or taking pictures is strictly prohibited in any locker room or restroom.
- ◆ An adult may bring a child of opposite sex, age 4 and under, into the locker room.
- ◆ Children ages 5 and older with an adult, and those with opposite sex children may use the All Gender locker room.



- ◆ The Rookery Activity Center honors the stated gender identity of our patrons. Patrons looking for additional privacy are welcome to use the All Gender locker room located in-between the Men's or Women's locker room or restrooms located throughout the building.
- ◆ ~~The All Gender locker room is located in-between the Men's and Women's locker room and is available for anyone to use.~~
- ◆ Lockers may be used for legitimate recreational purposes only.

The Nest Drop-In Child Watch:

- ◆ ~~Childcare is available for children ages~~ Children participating in this service must be at least 6 months of age and no older than 11 years of age.
- ◆ Parents/guardians are required to complete an Information Card and must sign in with staff, record the current date, time, name of child(ren), age of child(ren), and anticipated location in the facility.
- ◆ Parents must sign each child in and out of the room and show a picture ID.
- ◆ The parent/guardian who signed in the child(ren) and must remain in the facility at all times.
- ◆ Children may only be in the childcare area for a maximum of 2.5 hours per day.
- ◆ For the well-being of all children using the Nest, sick children will not be permitted.
- ◆ ~~The same parent needs to drop off and pick up the child and must stay on premises while the child is in the child watch area.~~
- ◆ Parents will be contacted if your child needs a diaper change and will not be assisted in restroom use or toileting assistance.
- ◆ Staff may contact the parent at any time regarding the status of his or her child(ren). For example, the parent may be contacted if the child(ren) is inconsolable, displaying inappropriate behavior, or seems to be ill.
- ◆ No other person may pick up the child except for the parent who signed in the child(ren). When picking up the child(ren), the parent must sign out with the staff.
- ◆ Families of children not picked up by closing time are subject to a late fee.
- ◆ Snacks and food are not permitted. Drinks in closed and labeled containers are allowed. Premixed bottles that do not require heating are also allowed.
- ◆ Children whose behavior is unruly, negatively affects other children, or threatens the safety of the group may be asked to leave. Parents will be contacted to remove their child. If unacceptable behavior is chronic, the child may lose eligibility to participate at The Nest.
- ◆ Staff are not permitted to administer medication.
- ◆ Staff are not responsible for lost, stolen or damaged items.
- ◆ The parent/guardian will always be contacted in an emergency situation.
- ◆ If an evacuation of the facility were necessary during The Nest hours, parents report directly to The Nest to collect child(ren) and evacuate per the staff's direction.
- ◆



- ◆ ~~Children will not be permitted snacks or food while in the child watch area, water in a closed and labeled container is allowed.~~

Facility Policies and Guidelines

Fitness Area:

- ◆ Children ages 9 and under are not permitted on the Endurance Fitness floor, unless in a program specified for children.
- ◆ Children ages 10-15 are allowed on the Endurance Fitness Floor after completing an orientation session with an Endurance Fitness staff before being allowed on the fitness equipment.
 - Children 10-11 years of age are only permitted to use the cardio equipment (excluding the stair climber) and yoga/stretching mats. They must be accompanied by an adult (16+) at all times after completing an orientation.
 - Children 12-14 years of age must be accompanied by an adult (16+) at all times after completing an orientation.
 - Children 15 years of age are allowed to use the fitness floor without supervision after completing an orientation.
- ◆ Children 16 years and up are allowed to use the fitness floor without supervision.
- ◆ Proper work out attire is recommended and appropriate shoes (closed-toed sneakers or tennis shoes) and a shirt must be worn at all times.
- ◆ Clean, dry shoes must be worn on all fitness equipment.
- ◆ Please wipe down machines and equipment after use.
- ◆ ~~Chewing gum is not allowed.~~
- ◆ Outside personal trainers not employed by Endurance Fitness may not accept personal payment from a client for training. Staff reserves the right to remove non-employee trainers and members being trained by non-employee trainers from the facility.
- ◆ Personal items such as backpacks, bags and purses must be kept in a locker. Staff is not responsible for lost or stolen items. Lockers are available in the locker rooms on the 1st floor.
- ◆ Beverages must be in a closed, non-glass container.
- ◆ Chalk is not allowed.
- ◆ Food, gum, juice and soda are not allowed.
- ◆ ~~Children ages 11 and under are not permitted on the Endurance Fitness floor, unless in a program specified for children.~~
- ◆ ~~Children ages 12-15 are allowed on the Endurance Fitness Floor after completing an orientation session with an Endurance Fitness-certified personal trainer before being allowed on the fitness equipment.~~
- ◆ ~~Children 12-13 must be accompanied by an adult at all times after completing an orientation.~~
- ◆ ~~Children ages 14-15 are allowed to use the fitness floor without supervision after completing an orientation.~~
- ◆ ~~Children 16 years and up are allowed to use the fitness floor without supervision.~~



- ◆ Please follow all manufacture guidelines on all equipment.
- ◆ All equipment must be used in the manner for which it is designed. Do not attempt to modify equipment.
- ◆ No foul language or horseplay is allowed in the fitness center.
- ◆ ~~Cell phones are allowed but recording video or taking pictures is not allowed.~~
- ◆ Taking photos of members and guests without their permission on the fitness floor is strictly prohibited.
- ◆ Please keep phones on silent or vibrate, refrain from loud phone conversations, and keep conversations to a minimum.
- ◆ All audio and media content must be played using s personal listening device.
- ◆ ~~All equipment must be used in the manner for which it is designed. Do not attempt to modify equipment.~~
- ◆ Standing on benches or equipment frames is prohibited.

Fitness Studios:

- ◆ No gum or beverages, with the exception of water in a closed, non-glass container, is permitted in the studio at any time.
- ◆ Clean, dry shoes must be worn while in the studio.
- ◆ Children ages 10 and up are welcome to join in basic group fitness with a parent, provided they do not disrupt the class. Instructors have the right to excuse a child and parent if it is deemed a disruption to class or unsafe.
- ◆ Class participants must be at least 15 years old for BodyPump.
- ◆ Cell phones should be placed on vibrate in studios while class in in session.
- ◆ Please be discrete if entering after a class has begun. Please wait for a previous class to finish before entering the studio for the next class.
- ◆ Taking photos of members and guests without their permission in the studio is strictly prohibited.
- ◆ Members are not permitted to use the stereo, microphones or any other media equipment located in the studio.

Pool: General:

- ◆ Any person using a public pool must take a cleansing shower using warm water and soap, and thoroughly rinse off all soap before entering the pool enclosure. A user leaving the pool to use the toilet must take a second cleansing shower before returning to the pool enclosure. A person who exercises, applies lotion, or uses a sauna or steam room must shower before using the pool.
- ◆ Proper swimwear is required at all times.
- ◆ ~~Children 14 years of age and under must be accompanied by an adult.~~
- ◆ A person under the influence of alcohol or exhibiting erratic behavior shall not be permitted in the pool area.
- ◆ Food, drinks, and chewing gum are prohibited.
- ◆ Please adhere to the designated activities scheduled in the pool at all times - See Pool Schedule.
- ◆ Individuals of any age who appear to lack adequate swimming skills may be required, by a lifeguard, to pass a skills test to enter the pool.
- ◆ The pool will close earlier than the facility closing – see Pool Schedule for times.
- ◆ No person with or suspected of having a communicable disease, which



could be transmitted through use of the pool, shall work at or use any public pool.

- ◆ A person with any considerable area of exposed subepidermal tissue, open blisters, or cuts must be warned that these may become infected and should be advised not to use the public pool.
- ◆ Spitting, spouting water from the mouth, and blowing the nose in the pool is prohibited.
- ◆ No running, boisterous or rough play, except supervised water sports, is permitted in the pool area or locker rooms.
- ◆ Glassware and similar materials with a tendency to shatter on impact is not allowed in the pool enclosure area or locker rooms.
- ◆ Diving is not allowed.
- ◆ Domestic animals are not permitted in the pool enclosure, showers, or dressing rooms.
- ◆ All Pool Staff reserve the right to remove any member or guest from the pool if exhibiting behavior that is believed to be unsafe or inappropriate.

Pool: Children:

- ◆ Children ages 0-4 must have accompanying adult within arm's reach when in the water.
- ◆ Children age 5-10 may swim in the Splash Pool unaccompanied, accompanying adult must remain in the pool area and directly supervise children. Children may take a swim test to gain access to the Lap Pool (green wristband).
- ◆ Children age 11-14 may use the Splash Pool or Lap Pool with accompanying adult in the facility. Must wear green wristband.
- ◆ Children requiring the use of diapers during their normal daily activities must wear approved swim diapers with tight elastic opening while using the pool.
- ◆ Use of recording devices (phones, cameras, video cameras, etc.) within the facility requires approval of the lifeguarding staff.
- ◆ ~~Children ages 0-5 must have accompanying adult within arm's reach when in the water.~~
- ◆ ~~Children age 6-10 may take a swim test to be in the water unaccompanied, accompanying adult must remain in the pool area and directly supervise children.~~
- ◆ ~~Children age 11-14 may use the pool with accompanying adult in the facility~~
- ◆ Young or inexperienced swimmers may use properly fitted coast guard approved life jackets while under direct supervision. Direct supervision is defined as an adult within arm's length of the child or non-swimmer. No outside inflatables such as arm bands, baby floats, etc. are allowed.
- ◆ Lifejackets may not be worn on the slide or while demonstrating skills for the swim test.

Sauna:

- ◆ Must be 16 years of age or older to enter.
- ◆ Elderly persons, pregnant women, persons using prescription medications, and persons suffering from heart disease, diabetes or high blood pressure should consult a physician before using the sauna.



- ◆ Must have a barrier (clothing or a towel) between skin and surface of the sauna.
- ◆ Persons should not spend more than 15 minutes in one session, as excessive exposure can be harmful.
- ◆ For health reasons, exercise and grooming is not permitted in the sauna.
- ◆ Notify staff members immediately with safety concerns.
- ◆ People with open wounds or infectious diseases are not permitted.
- ◆ Oils, creams, cosmetic products, air fresheners are not to be used in the sauna.
- ◆ No glass bottles or containers permitted in the sauna.
- ◆ The sauna may be closed periodically without notice for necessary cleaning.
- ◆ DO NOT pour any water on the rocks, walls, floor, or anywhere else in the sauna.

Gymnasium:

- ◆ Children 10 and under must have an adult (16+) in the gym with them.
- ◆ Children age 11-14 may use the gym with accompanying adult (16+) in the facility.
- ◆ Non-marking athletic shoes must be worn in all activity areas. Examples of prohibited shoes include, but are not limited to, cleats, sandals, stocking feet and/or hard soled shoes.
- ◆ Shirts must be worn at all times.
- ◆ Personal items such as backpacks, bags and purses must be kept in a locker. Staff is not responsible for lost or stolen items. Lockers are available in the locker rooms.
- ◆ Outside personal trainers and coaches not employed by Endurance Fitness or the Rookery Activity Center may not accept personal payment from a client for training. Staff reserves the right to remove non-employee trainers and members being trained by non-employee trainers from the facility. Trainers and Coaches may inquire with Rookery Activity Center staff about renting gym space.
- ◆ Staff reserves the right to determine all gym use and inappropriate behavior by users.
- ◆ Please refrain from:
 - Dunking, slamming or hanging on nets.
 - Running or bouncing balls in the hallways.
 - Spitting, rough housing, wrestling, fighting or pushing.
 - Swearing, abusive, or inappropriate gestures.
- ◆ The use of portable stereos and/or speakers is not permitted in the gymnasium.
- ◆ Please adhere to the designated activities scheduled in the gymnasium at all times.
- ◆ Please see the rental policies and procedures for private rentals of the gym.

Daily ~~Guest Passes~~ Admission:

- ◆ Daily Guest Admission passes will be available at a cost of \$10 for adult residents, \$7 for youth residents ~~(18 and under)~~, \$12 for adult non-residents, and \$8 for youth non-residents. “Youth” is considered 18 years of age and younger. Prices do not include tax.



- ◆ Guests are required to be 15 years of age or older to enter the facility ~~by themselves~~ without adult supervision. Guest 14 years of age and younger require adult supervision in the building and are subject to age requirements of each program space.
- ◆ Guests will have access to basic fitness classes and open recreation areas but must enroll and pay the additional fees for any premium programs or services to attend.
- ◆ The daily ~~pass admission~~ is good for one ~~entry to the facility~~ entire day. Guests may purchase daily admission and return later that same day if they desire (must show proof of purchase); ~~guests may not exit the facility and re-enter at a later time.~~
- ◆ Guests are required to abide by all code of conduct and facility policies while on the premises and must sign the guest book at the Guest Services Desk agreeing to the Rookery Activity Center Code of Conduct and Policies.

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

STAFF ORIGINATOR: Meg Sawyer, Human Resources and Communications Manager

MEETING DATE: November 27, 2023

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

VOTE REQUIRED: 3/5

INTRODUCTION

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

BACKGROUND

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

RECOMMENDATION

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

First Name	Last Name	Title
Lucas	Her	Lifeguard
Skyler	Moser	Lifeguard
Vera	Payne	Custodial Worker
Lainie	Houck	Recreation Attendant
Sarah	Silbernagel	Aquatics Lead
Abdisa	Bullo	Lifeguard

Start dates vary based on position and training schedule.

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

**CITY COUNCIL
AGENDA ITEM 1H**

STAFF ORIGINATOR: Hannah Lynch, Finance Director
MEETING DATE: November 27, 2023
TOPIC: 3rd Quarter 2023 Financial Report
VOTE REQUIRED: 3/5

BACKGROUND

Staff has reconciled all bank and investment accounts through September 30, 2023. The Quarterly Financial Report contains unaudited information as follows:

- Investments Summary
- Cash Balance by Fund
- General Fund Budget to Actual
- Rookery Activity Center Fund Budget to Actual
- Water Fund Budget to Actual
- Sewer Fund Budget to Actual
- Storm Water Fund Budget to Actual

Each Budget to Actual analysis provides a summary of significant activity. Full general ledger detail can be found on pages 10-24.

RECOMMENDATION

Consider approval of the 3rd Quarter 2023 Financial Report.

ATTACHMENTS

3rd Quarter 2023 Financial Report



3rd Quarter 2023 Financial Report

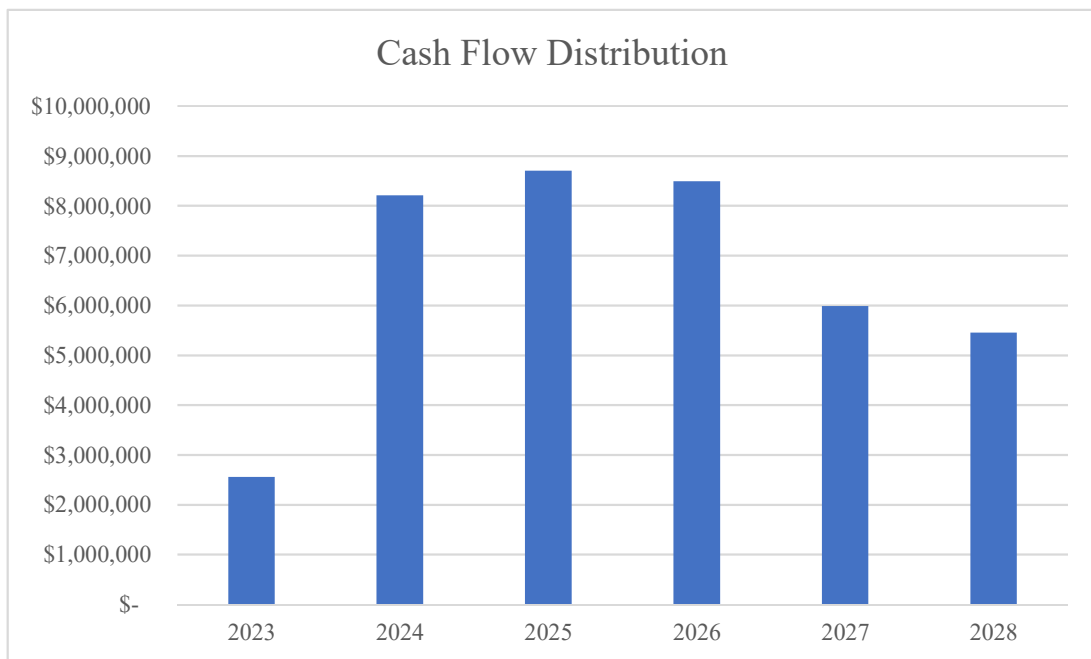
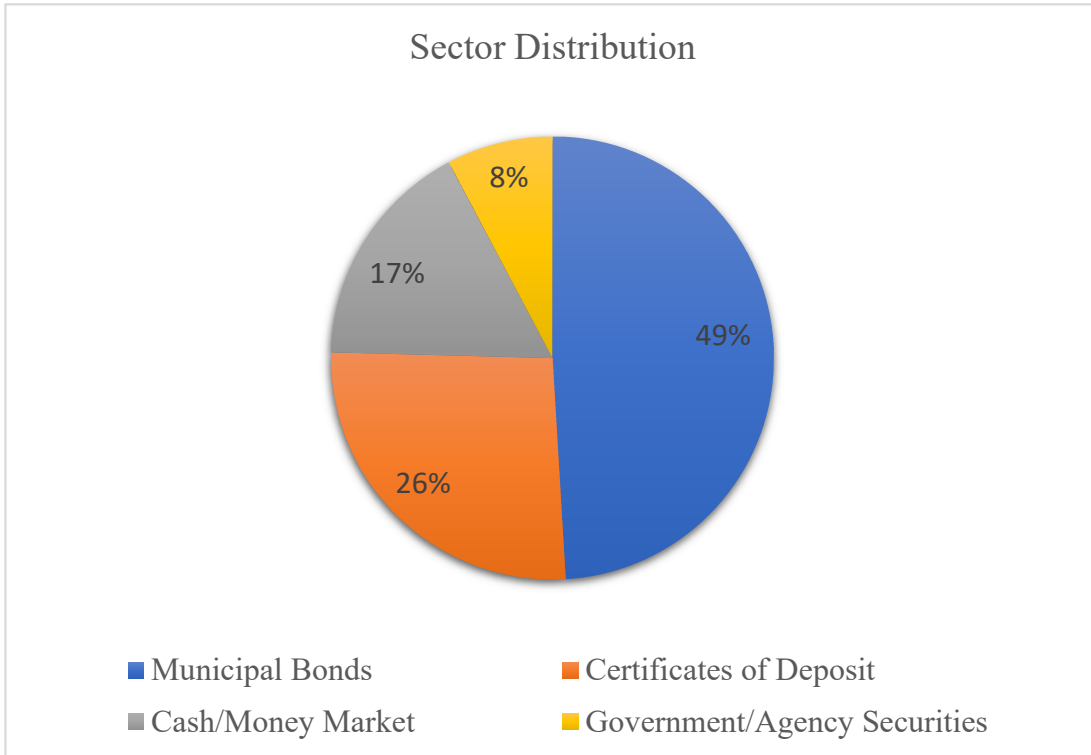
**City of Lino Lakes
Investments Summary
For the Quarter Ended September 30, 2023**

Portfolio Characteristics

Market Value	\$47,370,671
Number of Investments	145
Average Maturity (Date)	3/25/2026
Average Maturity (Years)	2.40
Yield To Maturity (YTM)	5.60%

YTD Performance

Interest Earnings	\$810,782
Unrealized Gain (Loss)	\$280,255



City of Lino Lakes
Cash Balance by Fund
For the Quarter Ended September 30, 2023

Fund	Cash Balance
101 General Fund	\$ 6,230,541
202 Rookery Activity Center	(646,323)
203 Economic Development Authority	240,795
204 Cable TV & Communications	271,776
205 Blue Heron Days	7,250
207 State Narcotics Forfeiture	30,437
208 DUI Forfeitures	63,927
209 Forfeitures - Other	1,653
210 Federal Forfeiture - Treasury	32,819
211 K9 Unit	14,200
213 American Rescue Plan Funds	211,861
301 Closed Bond	463,415
315 Certificates of Indebtedness	365,439
332 2007A G.O. T.I.F Bonds	141,977
333 2009A G.O. Improvement Note	15,654
335 2012A G.O. Bonds	145,679
336 2013A G.O. Improvement Bonds	271,027
337 2014A G.O. Improvement Bonds	304,332
338 2015A G.O. Bonds	542,052
339 2015 EDA Lease Revenue Bonds	211,581
340 2016A G.O. Capital Note	107
341 2016A G.O. Utility Revenue Bonds	258,730
342 2016B G.O. Improvement Bonds	-
343 2016C Tax Abatement Bonds	148,257
344 2018A G.O. Bond	1,358,792
345 2020A G.O. Utility Revenue Bonds	223,069
346 2021A G.O. Street Reconstruction Bonds	98,072
401 Building and Facilities	1,123,104
402 Capital Equipment Replacement	189,362
403 Office Equipment Replacement	44,350
405 Dedicated Parks	1,541,391
406 Area & Unit Trunk	8,920,225
417 T.I.F District 1-10	124,484
418 T.I.F District 1-11	168,220
419 T.I.F District 1-12	247,103
420 Municipal State Aid (MSA)	3,717,551
421 Pavement Management	(322,887)
422 Surface Water Management	1,888,163
423 Street Reconstruction	580,251
425 Park & Trail Improvements	185,404
430 T.I.F District 1-13	753
484 Comp Plan Updates	(1,729)
487 Pheasant Run Reconstruction	154,843
601 Water Operating	5,411,028
602 Sewer Operating	9,043,673
603 Storm Water Operating	384,774
801 Contractor Deposits	2,823,771
810 Foxborough Environmental & Stewardship	125,762
811 Preserve Environmental & Stewardship	13,955
	<u>\$ 47,370,671</u>

City of Lino Lakes
General Fund Budget to Actual (Unaudited)
For the Quarter Ended September 30, 2023

	Annual Budget	Budget Thru 09/30/2023	Actuals Thru 09/30/2023	Variance - Favorable (Unfavorable)	Percent Received or Expended Based on Budget Thru 09/30/2023
Revenues					
Property Taxes	\$ 9,734,585	\$ 7,300,939	\$ 5,081,211	\$ (2,219,728) *	69.6 %
Special assessments	-	-	777	777	-
Licenses and Permits	1,103,401	827,551	829,831	2,280	100.3
Intergovernmental Revenue	687,417	515,563	698,806	183,243 (1)	135.5
Charges For Services	292,422	219,317	210,896	(8,420)	96.2
Fines & Forfeits	101,100	75,825	62,421	(13,404)	82.3
Investment Income	30,000	22,500	145,401	122,901 (2)	646.2
Miscellaneous Revenue	208,491	156,368	167,909	11,541	107.4
Transfers In	20,000	15,000	20,000	5,000	133.3
Total Revenues	12,177,416	9,133,062	7,217,252	(1,915,810)	79.0
Expenditures					
Mayor & Council	104,155	78,116	67,789	10,327	86.8
Administration	682,512	511,884	411,425	100,459	80.4
Elections	20,750	15,563	5,002	10,561	32.1
Charter Administration	7,463	5,597	159	5,438	2.8
Finance	686,582	514,937	531,265	(16,329)	103.2
Legal Consultants	138,000	103,500	116,813	(13,313)	112.9
Economic Development	125,284	93,963	60,008	33,955 (3)	63.9
Planning & Zoning	174,211	130,658	105,191	25,467	80.5
Engineering	96,354	72,266	57,741	14,524	79.9
Community Development	202,022	151,517	151,342	174	99.9
Police	4,768,078	3,576,059	3,365,785	210,274	94.1
Fire	959,909	719,932	681,971	37,960	94.7
Building Inspections	503,763	377,822	369,365	8,457	97.8
Streets	998,965	749,224	703,103	46,120	93.8
Fleet Management	664,251	498,188	582,743	(84,555)	117.0
Government Buildings	572,410	429,308	470,515	(41,208)	109.6
Parks	1,013,940	760,455	573,433	187,022 (4)	75.4
Recreation	-	-	-	-	-
Environmental	60,364	45,273	30,570	14,703	67.5
Solid Waste	82,214	61,661	79,359	(17,698) (5)	128.7
Forestry	82,189	61,642	62,171	(530)	100.9
Other	234,000	175,500	-	175,500 (6)	-
Total Expenditures	12,177,416	9,133,062	8,425,754	707,308	92.3
Revenues Over (Under) Expenditures	\$ -	\$ -	\$ (1,208,502)	\$ (1,208,502)	

* Property tax settlements are received from Anoka County in July (with 70% advance in June) and December.

Item Explanation of items with variance greater than \$15,000 and percentage less than 80% or greater than 120%

- (1) Favorable variance due to Municipal State Aid (MSA) for street maintenance and Police State Aid received in full. Aside from MSA, which is \$8K under the annual budget, all intergovernmental revenues should end the year at or above budget.
- (2) Interest rates are favorable and surpassing budget expectations. See Investments Summary for Portfolio YTM.

City of Lino Lakes
General Fund Budget to Actual (Unaudited)
For the Quarter Ended September 30, 2023

- (3) Favorable variance due to Economic Development Intern vacancy and lodging tax remittance. August and September lodging tax was remitted to the Twin Cities Gateway in Quarter 4 (timing difference).
- (4) Favorable variance due to contracted services budget which is seasonal in nature. Projects in the 2023 budget included Chip Seal Sunrise Park Parking Lots, North Pointe Pickle Ball Court Painting, and Trail Repair. Those projects were completed, but were not paid until Quarter 4 (timing difference).
- (5) Unfavorable variance due to the construction of the organics enclosure at Marshan Park. The enclosure was not a budgeted expense, but \$25K of the \$30K total expense is covered by an Anoka County grant.
- (6) Contingency does not get any expenditures coded to it, instead that budget is allocated to other line items with budget amendments as needed.

City of Lino Lakes
Rookery Activity Center Fund Budget to Actual (Unaudited)
For the Quarter Ended September 30, 2023

	<u>Annual Budget</u>	<u>Budget Thru 09/30/2023</u>	<u>Actuals Thru 09/30/2023</u>	<u>Variance - Favorable (Unfavorable)</u>	<u>Percent Received or Expended Based on Budget Thru 09/30/2023</u>
Revenues					
Property Taxes	\$ 325,000	\$ 243,750	\$ 162,500	\$ (81,250) *	66.7 %
Intergovernmental Revenue	-	-	6,620	6,620	-
Charges For Services	1,414,843	1,061,132	789,091	(272,041) (1)	74.4
Miscellaneous Revenue	82,978	62,234	45,651	(16,582) (2)	73.4
Total Revenues	<u>1,822,821</u>	<u>1,367,116</u>	<u>1,003,862</u>	<u>(363,253)</u>	<u>73.4</u>
Expenditures					
Personal Services	1,313,172	984,879	936,789	48,090	95.1
Supplies	89,100	66,825	44,331	22,494 (3)	66.3
Services & Charges	305,503	229,127	219,094	10,034	95.6
Contractual Services	282,030	211,523	147,956	63,566 (4)	69.9
Total Expenditures	<u>1,989,805</u>	<u>1,492,354</u>	<u>1,348,170</u>	<u>144,184</u>	<u>90.3</u>
Revenues Over (Under) Expenditures	<u>\$ (166,984)</u>	<u>\$ (125,238)</u>	<u>\$ (344,307)</u>	<u>\$ (219,069)</u>	

* Property tax settlements are received from Anoka County in July (with 70% advance in June) and December.

Item Explanation of items with variance greater than \$15,000 and percentage less than 80% or greater than 120%

- (1) Annual Membership Fees and Enrollment Fees have favorable variances. Annual Membership Fees have surpassed the annual budget by \$10K. Enrollment Fees are just above the budget thru 9/30/2023. Unfavorable variances include Monthly Membership Fees and Daily Use Fees which are 52% of the annual budget. Rentals, Retail, Locker Rental, and Towel Service also have unfavorable variances with actuals at 15% of the annual budget. Endurance Fitness (EF) revenue is 26% of the annual budget. Those revenues are shared in accordance with the Professional Management Services Agreement so when revenues are under budget the corresponding expense for remittance to Endurance Fitness will also be under budget.
- (2) Renew Active/One Pass reimbursements are 47% of the annual budget. These are reimbursements from UnitedHealthcare or Medicare/Medicaid for eligible memberships.
- (3) Maintenance supplies is driving the favorable variance. Supplies include cleaning and building maintenance parts and supplies.
- (4) As noted in (1) above, Endurance Fitness (EF) revenue is 26% of the annual budget. Those revenues are shared in accordance with the Professional Management Services Agreement so when revenues are under budget the corresponding expense for remittance to Endurance Fitness will also be under budget. The remittance is within the Cont Srvs - Fitness Provider account.

City of Lino Lakes
Water Fund Budget to Actual (Unaudited)
For the Quarter Ended September 30, 2023

	Annual Budget	Budget Thru 09/30/2023	Actuals Thru 09/30/2023	Prior Year Thru 09/30/2022	Variance - Favorable (Unfavorable)
Revenues					
Penalties & Interest	\$ -	\$ -	\$ 46	\$ 23	\$ 24
Water Hook Up Charge	41,250	30,938	22,250	28,270	(6,020)
Other Grants	-	-	4,895	-	4,895
Water Meter Sales	50,000	37,500	72,147	61,113	11,034
Irrigation Controller Sales	5,000	3,750	3,715	3,420	295
Interest On Investments	50,000	37,500	88,824	(287,035)	375,859 (1)
Change in FV of Investments	-	-	32,555	-	32,555 (1)
Miscellaneous Revenue	1,800	1,350	2,335	919	1,416
Refunds & Reimbursements	-	-	247	10,894	(10,647)
Flat Water Charge	441,420	331,065	320,493	215,643	104,850 (2)
Water Sales	1,308,841	981,631	1,212,728	929,385	283,343 (2)
Penalty	22,000	16,500	30,636	20,809	9,826
Sale of Fixed Assets	-	-	977	-	977
Total Revenues	1,920,311	1,440,233	1,791,847	983,441	808,406
Expenditures					
Personal Services	403,260	302,445	238,817	233,861	(4,956)
Supplies	357,000	267,750	300,273	250,919	(49,354) (3)
Services & Charges	316,587	237,440	285,742	250,188	(35,554) (4)
Contractual Services	65,495	49,121	9,689	7,007	(2,682)
Capital Outlay	-	-	41,284	1,049,841	1,008,557 (5)
Transfers Out	980,020	735,015	-	-	-
Total Expenditures	2,122,362	1,591,772	875,804	1,791,816	916,012
Revenues Over (Under) Expenditures	\$ (202,051)	\$ (151,538)	\$ 916,043	\$ (808,375)	\$ 1,724,418

Item Explanation of items with variance greater than \$20,000

- (1) Interest rates are favorable and surpassing budget expectations. See Investments Summary for Portfolio YTM. In 2023, a change in accounting practice occurred and the change in fair value of investments is broken out from interest earnings. Due to rising interest rates in 2022, unrealized losses on investments were greater than interest earnings.
- (2) Increase in water rates combined with an increase in accounts. The Flat Water Charge increased from \$10/Quarter/REU in 2022 to \$15/Quarter/REU in 2023 due to the planned construction of a Water Treatment Plant. In addition, there were 5,708 accounts in Q3 2023 compared to 5,545 in Q3 2022.
- (3) Water Meters and Chemicals are driving the unfavorable variance. Water Meters are within the annual budget and are purchased as needed to meet new construction needs. In 2022, Water Meters were hard to get as supply chains were still interrupted from the COVID-19 Pandemic. Chemicals are over the annual budget, but the 2024 annual budget is increasing to accommodate. The unfavorable variances are partially offset by a favorable variance in Maintenance Supplies.
- (4) Municipal Attorney and Engineer have unfavorable variances due to the expenses incurred in 2023 for the DNR Water Appropriation Permit Contested. Insurance and Electricity are also higher in 2023.
- (5) Variance from prior year due to timing of capital projects and purchases. The Water Tower #2 Rehabilitation Project wrapped up in 2023 and a Towable Generator (50% charged to Sewer) budgeted for in 2022 was purchased in 2023. In the prior year, a Utilities vehicle (50% charged to Sewer) was replaced along with project costs incurred for the Water Tower #2 Rehabilitation.

City of Lino Lakes
Sewer Fund Budget to Actual (Unaudited)
For the Quarter Ended September 30, 2023

	Annual Budget	Budget Thru 09/30/2023	Actuals Thru 09/30/2023	Prior Year Thru 09/30/2022	Variance - Favorable (Unfavorable)
Revenues					
Penalties & Interest	\$ -	\$ -	\$ 47	\$ 23	\$ 24
Sewer Hook Up Charge	33,000	24,750	18,630	23,060	(4,430)
Other Grants	-	-	51,953	-	51,953 (1)
Interest On Investments	80,000	60,000	154,252	(463,198)	617,450 (2)
Change in FV of Investments	-	-	55,422	-	55,422 (2)
Sewer Sales	1,827,010	1,370,258	1,496,390	1,405,917	90,473 (3)
Penalty	26,000	19,500	29,123	21,383	7,740
Sale of Fixed Assets	500	375	977	-	977
Total Revenues	1,966,510	1,474,883	1,806,793	987,185	819,608
Expenditures					
Personal Services	416,456	312,342	249,766	242,133	(7,632)
Supplies	62,000	46,500	8,726	51,783	43,058 (4)
Services & Charges	302,177	226,633	258,995	184,766	(74,229) (5)
Contractual Services	1,248,109	936,082	1,031,020	910,322	(120,698) (6)
Capital Outlay	35,000	26,250	5,570	202,875	197,306 (7)
Operating Transfers	225,420	169,065	-	-	-
Total Expenditures	2,289,162	1,716,872	1,554,076	1,591,880	37,804
Revenues Over (Under) Expenditures	\$ (322,652)	\$ (241,989)	\$ 252,718	\$ (604,695)	\$ 857,413

Item Explanation of items with variance greater than \$20,000

- (1) Grant received from Met Council Environmental Services for inflow/infiltration in 2023.
- (2) Interest rates are favorable and surpassing budget expectations. See Investments Summary for Portfolio YTM. In 2023, a change in accounting practice occurred and the change in fair value of investments is broken out from interest earnings. Due to rising interest rates in 2022, unrealized losses on investments were greater than interest earnings.
- (3) Increase in sewer rates combined with an increase in accounts.
- (4) Favorable variance due to pump replacements in 2022 which did not occur in 2023.
- (5) Unfavorable variance due to professional services within budget in current year but expenses incurred for cleaning and televising sewer lines and lift station upgrades and repairs.
- (6) Met Council Environmental Services Sewer Charges increased 7% in 2023. Also contributing to the variance is Contracted Services for Manhole Rehabilitation. Both of these items were budgeted in 2023.
- (7) Variance from prior year due to timing of capital projects and purchases. The East Shadow Lake Drive Inflow & Infiltration Project wrapped up in 2023 and a Towable Generator (50% charged to Water) budgeted for in 2022 was purchased in 2023. In the prior year, a Utilities vehicle (50% charged to Water) was replaced along with project costs incurred for East Shadow Lake Drive.

City of Lino Lakes
Storm Water Fund Budget to Actual (Unaudited)
For the Quarter Ended September 30, 2023

	Annual Budget	Budget Thru 09/30/2023	Actuals Thru 09/30/2023	Prior Year Thru 09/30/2022	Variance - Favorable (Unfavorable)
Revenues					
Penalties & Interest	\$ -	\$ -	\$ 2	\$ -	2
Interest On Investments	-	-	5,747	(3,125)	8,872
Change in FV of Investments	-	-	1,569	-	1,569
Penalty	-	-	9,411	3,564	5,847
Storm Water Utility	536,470	402,353	421,680	366,429	55,251 (1)
Total Revenues	536,470	402,353	438,408	366,868	71,540
Expenditures					
Personal Services	195,385	146,539	95,067	85,156	(9,910)
Supplies	24,000	18,000	-	11,467	11,467
Services & Charges	45,305	33,979	37,906	15,930	(21,977) (2)
Contractual Services	227,500	170,625	166,945	11,794	(155,152) (2)
Capital Outlay	44,280	33,210	-	-	-
Total Expenditures	536,470	402,353	299,918	124,347	(175,571)
Revenues Over (Under) Expenditures	\$ -	\$ -	\$ 138,490	\$ 242,522	\$ (104,032)

Item Explanation of items with variance greater than \$20,000

- (1) In 2022 the City Council approved the establishment of a Storm Water Utility to fund the operation and management of the City's Storm Water Infrastructure. The fee for single family residential is \$12 per quarter. The fee for multi-family residential, commercial, institutional, and industrial properties is \$175 per acre of impervious per quarter. Residents currently not connected to city water and sewer received an annual storm water utility bill.
- (3) Municipal Engineer and Contracted Services account for costs in relation to the annual Storm Water Maintenance Project. Prior to the implementation of the Storm Water Utility, maintenance project costs were accounted for in the Storm Water Maintenance Fund which was supported by property taxes.

General Ledger

Budget to Actual

User: hannah.lynych
 Printed: 11/17/2023 12:04:33 PM
 Period 01 - 09
 Fiscal Year 2023



Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101	General Fund				
	Taxes				
101-000-3010-000	Current Taxes	-9,694,085.00	-7,270,563.75	-5,037,891.47	-2,232,672.28
101-000-3020-000	Delinquent Taxes	-40,000.00	-30,000.00	-19,574.31	-10,425.69
101-000-3050-000	Tax Increment Collections	0.00	0.00	-21,566.94	21,566.94
101-000-3150-000	Penalties & Interest	-500.00	-375.00	-2,178.27	1,803.27
	Taxes	-9,734,585.00	-7,300,938.75	-5,081,210.99	-2,219,727.76
	Special Assessments				
101-000-3110-000	Current Assessments	0.00	0.00	-777.28	777.28
	Special Assessments	0.00	0.00	-777.28	777.28
	Licenses & Permits				
101-000-3201-000	Liquor License - Bar	-32,000.00	-24,000.00	-42,200.00	18,200.00
101-000-3202-000	Liquor License - Beer	-1,000.00	-750.00	0.00	-750.00
101-000-3203-000	Off Sale Liquor License	-2,000.00	-1,500.00	-1,600.00	100.00
101-000-3204-000	Sunday Liquor License	-1,900.00	-1,425.00	-1,800.00	375.00
101-000-3205-000	Club Liquor License	-300.00	-225.00	-500.00	275.00
101-000-3208-000	Investigation Fee	-1,000.00	-750.00	-3,463.50	2,713.50
101-000-3209-000	Garbage Removal License	-2,000.00	-1,500.00	-2,155.00	655.00
101-000-3210-000	Temporary Consumption Permi	-300.00	-225.00	-50.00	-175.00
101-000-3211-000	Tobacco License	-600.00	-450.00	-691.70	241.70
101-000-3212-000	Cannabinoid License	0.00	0.00	-616.69	616.69
101-000-3213-000	Contractor's License	-15,691.00	-11,768.25	-6,725.00	-5,043.25
101-000-3215-000	Rental Housing License	-5,834.00	-4,375.50	-8,116.50	3,741.00
101-000-3219-000	Dance	-35.00	-26.25	-35.00	8.75
101-000-3220-000	Fireworks License	-200.00	-150.00	-200.00	50.00
101-000-3222-000	Massage License	-1,000.00	-750.00	-1,141.40	391.40
101-000-3223-000	Peddler's License	-2,500.00	-1,875.00	-1,000.00	-875.00
101-000-3225-000	Lodging Tax	-85,000.00	-63,750.00	-64,300.00	550.00
101-000-3250-000	Building Permits	-552,135.00	-414,101.25	-340,215.10	-73,886.15
101-000-3251-000	Plan Inspection Fee	-228,326.00	-171,244.50	-197,868.87	26,624.37
101-000-3252-000	Erosion Control Permit	-31,200.00	-23,400.00	-14,080.00	-9,320.00
101-000-3253-000	Plumbing Permit	-31,710.00	-23,782.50	-22,102.00	-1,680.50
101-000-3254-000	Heating & Air Conditioning	-64,593.00	-48,444.75	-71,186.96	22,742.21
101-000-3255-000	Septic Plumbing Permit	-5,577.00	-4,182.75	-4,290.00	107.25
101-000-3256-000	Septic System Permit	-7,000.00	-5,250.00	-4,500.00	-750.00
101-000-3259-000	Fence Permit	-4,700.00	-3,525.00	-5,313.00	1,788.00
101-000-3260-000	Dog License	-1,250.00	-937.50	-632.00	-305.50
101-000-3262-000	Sign Permit	-926.00	-694.50	-1,060.00	365.50
101-000-3263-000	Road Overweight Permit	0.00	0.00	-150.00	150.00
101-000-3264-000	Underground Utility Permit	-18,624.00	-13,968.00	-29,141.15	15,173.15
101-000-3266-000	Miscellaneous Permits	-6,000.00	-4,500.00	-4,697.00	197.00
	Licenses & Permits	-1,103,401.00	-827,550.75	-829,830.87	2,280.12
	Intergovernmental Revenues				
101-000-3314-000	TZD Safe Roads Grant	-25,000.00	-18,750.00	-31,563.74	12,813.74
101-000-3341-000	Market Value Credit	-3,500.00	-2,625.00	0.00	-2,625.00
101-000-3345-000	Municipal State Aid (MSA)	-275,000.00	-206,250.00	-266,516.00	60,266.00
101-000-3346-000	Police State Aid	-260,000.00	-195,000.00	-299,202.69	104,202.69
101-000-3348-000	Other State Revenue	0.00	0.00	-3,291.09	3,291.09
101-000-3349-000	Fire State Aid	-21,703.00	-16,277.25	0.00	-16,277.25
101-000-3351-000	Other Fire Aid	-20,000.00	-15,000.00	-30,998.50	15,998.50
101-000-3360-000	Solid Waste (Anoka County)	-82,214.00	-61,660.50	-67,233.51	5,573.01
	Intergovernmental Revenues	-687,417.00	-515,562.75	-698,805.53	183,242.78
	Charges for Service				
101-000-3265-000	Land Use Administration Fee	-10,023.00	-7,517.25	-11,509.00	3,991.75

Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101-000-3404-000	Sales Of Supplies (MapsEtc)	-100.00	-75.00	-261.68	186.68
101-000-3405-000	Assessment Searches	-9,000.00	-6,750.00	-4,500.00	-2,250.00
101-000-3409-000	Election Filing Fees	0.00	0.00	-25.00	25.00
101-000-3414-000	SACSurcharge Fee	-5,000.00	-3,750.00	-3,691.62	-58.38
101-000-3417-000	Aerial Map Fee	-12,000.00	-9,000.00	-90.00	-8,910.00
101-000-3420-000	Police Reports	-800.00	-600.00	-754.50	154.50
101-000-3422-000	Police Other Revenues	-165,000.00	-123,750.00	-114,472.64	-9,277.36
101-000-3433-000	Public Works Fees	-7,500.00	-5,625.00	-10,423.81	4,798.81
101-000-3470-000	Other Park Revenues	-4,000.00	-3,000.00	-5,138.00	2,138.00
101-000-3492-000	EngineeringPlanning Fees	-28,999.00	-21,749.25	-22,530.08	780.83
101-000-3494-000	Investment Management Fees	-50,000.00	-37,500.00	-37,500.03	0.03
	Charges for Service	-292,422.00	-219,316.50	-210,896.36	-8,420.14
	Fines & Forfeits				
101-000-3510-000	Fines & Forfeits	-100,000.00	-75,000.00	-61,820.89	-13,179.11
101-000-3512-000	Driving Diversion Prog (DDP)	-1,100.00	-825.00	-600.00	-225.00
	Fines & Forfeits	-101,100.00	-75,825.00	-62,420.89	-13,404.11
	Investment Income				
101-000-3620-000	Interest On Investments	-30,000.00	-22,500.00	-101,412.44	78,912.44
101-000-3621-000	Chg in Fair Value of Invest	0.00	0.00	-43,988.36	43,988.36
	Investment Income	-30,000.00	-22,500.00	-145,400.80	122,900.80
	Miscellaneous Revenues				
101-000-3350-000	Circle Pines Gas Franchise	-55,000.00	-41,250.00	-51,407.43	10,157.43
101-000-3640-000	Building Rents	-200.00	-150.00	-125.00	-25.00
101-000-3720-000	ContributionsDonations	0.00	0.00	-1,000.00	1,000.00
101-000-3730-000	Refunds & Reimbursements	-30,000.00	-22,500.00	-15,654.92	-6,845.08
101-000-3740-000	Lease Revenue	-121,291.00	-90,968.25	-98,506.91	7,538.66
101-000-3800-000	Cash OverShort	0.00	0.00	-2.00	2.00
101-000-3810-000	Miscellaneous Revenue	-2,000.00	-1,500.00	0.00	-1,500.00
101-000-3910-000	Sale of Fixed Assets	0.00	0.00	-1,213.00	1,213.00
	Miscellaneous Revenues	-208,491.00	-156,368.25	-167,909.26	11,541.01
	Other Financing Sources				
101-000-3920-000	Operating Transfers	-20,000.00	-15,000.00	-20,000.00	5,000.00
	Other Financing Sources	-20,000.00	-15,000.00	-20,000.00	5,000.00
101	General Fund	-12,177,416.00	-9,133,062.00	-7,217,251.98	-1,915,810.02

General Ledger

Budget to Actual

User: hannah.lynych
 Printed: 11/17/2023 3:15:49 PM
 Period 01 - 09
 Fiscal Year 2023



Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101	General Fund				
401	MayorCouncil				
101-401-4101-000	Salaries - MayorCouncil	46,458.00	34,843.50	34,843.50	0.00
101-401-4121-000	PERA	2,323.00	1,742.25	1,742.22	0.03
101-401-4122-000	FICA MayorCouncil	674.00	505.50	515.25	-9.75
101-401-4151-000	Worker's Compensation	265.00	198.75	92.00	106.75
101-401-4300-000	Professional Services	4,000.00	3,000.00	0.00	3,000.00
101-401-4330-000	TravelTuition-MayorCouncil	1,500.00	1,125.00	0.00	1,125.00
101-401-4340-000	Advertising	200.00	150.00	112.80	37.20
101-401-4343-000	Newsletter - MayorCouncil	23,475.00	17,606.25	7,635.50	9,970.75
101-401-4452-000	SubscriptionsDues	19,760.00	14,820.00	20,034.00	-5,214.00
101-401-4900-000	Marketing & Education	5,500.00	4,125.00	2,813.73	1,311.27
401	MayorCouncil	104,155.00	78,116.25	67,789.00	10,327.25
402	Administration				
101-402-4101-000	Salaries - Administration	501,184.00	375,888.00	295,568.45	80,319.55
101-402-4108-000	Wellness Program-Admin	720.00	540.00	0.00	540.00
101-402-4121-000	PERA	37,589.00	28,191.75	23,389.46	4,802.29
101-402-4122-000	FICA Admin	38,341.00	28,755.75	22,619.90	6,135.85
101-402-4123-000	Def Comp Employer Contribution	1,604.00	1,203.00	0.00	1,203.00
101-402-4131-000	Health Insurance	26,927.00	20,195.25	9,600.00	10,595.25
101-402-4133-000	Life Insurance	1,153.00	864.75	643.60	221.15
101-402-4134-000	Dental Insurance	3,062.00	2,296.50	255.25	2,041.25
101-402-4151-000	Workers Compensation	4,152.00	3,114.00	3,869.00	-755.00
101-402-4300-000	Professional Services-Admin	13,900.00	10,425.00	12,750.77	-2,325.77
101-402-4310-000	Other Consultant-Admin	9,000.00	6,750.00	3,397.50	3,352.50
101-402-4321-000	Telephone	1,080.00	810.00	810.00	0.00
101-402-4330-000	TravelTuition-Admin	8,500.00	6,375.00	5,086.12	1,288.88
101-402-4340-000	Advertising-Admin	2,500.00	1,875.00	2,180.26	-305.26
101-402-4410-000	Contracted Services-Admin	29,800.00	22,350.00	28,420.93	-6,070.93
101-402-4452-000	SubscriptionsDues-Admin	3,000.00	2,250.00	2,834.17	-584.17
402	Administration	682,512.00	511,884.00	411,425.41	100,458.59
403	Elections				
101-403-4101-000	Salaries - Elections	11,000.00	8,250.00	0.00	8,250.00
101-403-4122-000	FICA Elections	100.00	75.00	0.00	75.00
101-403-4151-000	Workers Compensation	150.00	112.50	158.00	-45.50
101-403-4200-000	Office Supplies-Elections	1,000.00	750.00	0.00	750.00
101-403-4340-000	Advertising-Elections	2,000.00	1,500.00	135.36	1,364.64
101-403-4410-000	Contracted Services-Elections	6,500.00	4,875.00	4,708.40	166.60
403	Elections	20,750.00	15,562.50	5,001.76	10,560.74
405	Charter				
101-405-4300-000	Professional Services-Charter	1,000.00	750.00	159.00	591.00
101-405-4300-999	Professional Services-Charter	6,463.00	4,847.25	0.00	4,847.25
405	Charter	7,463.00	5,597.25	159.00	5,438.25
407	Finance				
101-407-4101-000	Salaries - Finance	237,715.00	178,286.25	167,516.84	10,769.41
101-407-4102-000	Overtime - Finance	0.00	0.00	302.03	-302.03
101-407-4108-000	Wellness Program-Finance	720.00	540.00	0.00	540.00
101-407-4121-000	PERA	17,829.00	13,371.75	13,249.06	122.69
101-407-4122-000	FICA Finance	18,185.00	13,638.75	12,579.18	1,059.57
101-407-4131-000	Health Insurance	26,164.00	19,623.00	15,078.65	4,544.35
101-407-4133-000	Life Insurance	628.00	471.00	404.44	66.56
101-407-4134-000	Dental Insurance	1,592.00	1,194.00	727.35	466.65
101-407-4151-000	Workers Compensation	1,969.00	1,476.75	1,813.00	-336.25
101-407-4200-000	Office Supplies-Finance	1,000.00	750.00	289.11	460.89

Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101-407-4300-000	Professional Services-Finance	0.00	0.00	280.00	-280.00
101-407-4308-000	Auditor	20,500.00	15,375.00	22,774.50	-7,399.50
101-407-4310-000	Other Consultant-Finance	247,600.00	185,700.00	193,251.74	-7,551.74
101-407-4330-000	TravelTuition-Finance	6,000.00	4,500.00	753.73	3,746.27
101-407-4340-000	Advertising-Finance	1,100.00	825.00	1,091.04	-266.04
101-407-4342-000	Truth In Taxation	2,180.00	1,635.00	2,295.26	-660.26
101-407-4345-000	Payment Processing	2,000.00	1,500.00	772.42	727.58
101-407-4410-000	Contracted Services-Finance	100,000.00	75,000.00	97,030.00	-22,030.00
101-407-4452-000	SubscriptionsDues-Finance	1,400.00	1,050.00	1,057.00	-7.00
407	Finance	686,582.00	514,936.50	531,265.35	-16,328.85
414	Legal Consultants				
101-414-4301-000	Consultants Municipal Atto	30,000.00	22,500.00	37,076.48	-14,576.48
101-414-4303-000	Consultants Criminal Attor	108,000.00	81,000.00	79,737.00	1,263.00
414	Legal Consultants	138,000.00	103,500.00	116,813.48	-13,313.48
415	Economic Development				
101-415-4106-000	Temporaries - Econ Dev	25,636.00	19,227.00	8,936.25	10,290.75
101-415-4121-000	PERA	0.00	0.00	64.20	-64.20
101-415-4122-000	FICA Econ Dev	1,961.00	1,470.75	683.63	787.12
101-415-4151-000	Workers Compensation	212.00	159.00	193.00	-34.00
101-415-4200-000	Office Supplies-Econ Dev	0.00	0.00	96.35	-96.35
101-415-4300-000	Professional Services-Econ Dev	15,350.00	11,512.50	3,755.00	7,757.50
101-415-4330-000	TravelTuition-Econ Dev	350.00	262.50	350.00	-87.50
101-415-4340-000	Advertising-Econ Dev	300.00	225.00	0.00	225.00
101-415-4452-000	SubscriptionsDues-Econ Dev	725.00	543.75	570.00	-26.25
101-415-4900-000	Marketing	80,750.00	60,562.50	45,360.00	15,202.50
415	Economic Development	125,284.00	93,963.00	60,008.43	33,954.57
416	Planning & Zoning				
101-416-4101-000	Salaries - P&Z	99,863.00	74,897.25	73,872.00	1,025.25
101-416-4121-000	PERA	7,490.00	5,617.50	5,814.54	-197.04
101-416-4122-000	FICA P&Z	7,640.00	5,730.00	5,424.31	305.69
101-416-4131-000	Health Insurance	8,064.00	6,048.00	6,047.73	0.27
101-416-4133-000	Life Insurance	265.00	198.75	196.07	2.68
101-416-4134-000	Dental Insurance	612.00	459.00	459.36	-0.36
101-416-4151-000	Workers Compensation	827.00	620.25	822.00	-201.75
101-416-4200-000	Office Supplies-P&Z	200.00	150.00	0.00	150.00
101-416-4300-000	Professional Services-P&Z	7,950.00	5,962.50	5,301.24	661.26
101-416-4330-000	TravelTuition-P&Z	1,450.00	1,087.50	1,015.00	72.50
101-416-4331-000	Stipend P&Z Board	6,600.00	4,950.00	2,850.00	2,100.00
101-416-4340-000	Advertising-P&Z	250.00	187.50	67.68	119.82
101-416-4410-000	Contracted Services-P&Z	32,300.00	24,225.00	3,321.50	20,903.50
101-416-4452-000	SubscriptionsDues-P&Z	700.00	525.00	0.00	525.00
416	Planning & Zoning	174,211.00	130,658.25	105,191.43	25,466.82
417	Engineering				
101-417-4300-000	Professional Services-Engineer	45,500.00	34,125.00	24,457.25	9,667.75
101-417-4410-000	Contracted Services-Engineer	50,854.00	38,140.50	33,284.11	4,856.39
417	Engineering	96,354.00	72,265.50	57,741.36	14,524.14
418	Comm Dev				
101-418-4101-000	Salaries - Comm Dev	155,453.00	116,589.75	114,734.10	1,855.65
101-418-4108-000	Wellness Program-Comm Dev	504.00	378.00	0.00	378.00
101-418-4121-000	PERA	11,659.00	8,744.25	9,033.69	-289.44
101-418-4122-000	FICA Comm Dev	11,892.00	8,919.00	8,765.35	153.65
101-418-4123-000	Def Comp Employer Contribution	257.00	192.75	0.00	192.75
101-418-4131-000	Health Insurance	10,584.00	7,938.00	8,747.82	-809.82
101-418-4133-000	Life Insurance	419.00	314.25	253.50	60.75
101-418-4134-000	Dental Insurance	1,041.00	780.75	459.36	321.39
101-418-4151-000	Workers Compensation	1,488.00	1,116.00	1,425.00	-309.00
101-418-4200-000	Office Supplies-Comm Dev	100.00	75.00	44.98	30.02
101-418-4300-000	Professional Services-Comm Dev	7,000.00	5,250.00	6,513.25	-1,263.25
101-418-4330-000	TravelTuition-Comm Dev	900.00	675.00	334.24	340.76
101-418-4410-000	Contracted Services-Comm Dev	0.00	0.00	109.00	-109.00
101-418-4452-000	SubscriptionsDues-Comm Dev	725.00	543.75	922.00	-378.25
418	Comm Dev	202,022.00	151,516.50	151,342.29	174.21
420	Police				
101-420-4101-000	Salaries - Police	3,106,463.00	2,329,847.25	2,055,762.27	274,084.98
101-420-4102-000	Overtime - Police	76,600.00	57,450.00	100,249.55	-42,799.55
101-420-4106-000	Temporaries - Police	15,600.00	11,700.00	13,860.00	-2,160.00

Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101-420-4108-000	Wellness Program-Police	1,440.00	1,080.00	0.00	1,080.00
101-420-4121-000	PERA	532,026.00	399,019.50	395,032.90	3,986.60
101-420-4122-000	FICA Police	66,420.00	49,815.00	44,074.71	5,740.29
101-420-4123-000	Def Comp Employer Contribution	3,604.00	2,703.00	1,651.97	1,051.03
101-420-4131-000	Health Insurance	315,337.00	236,502.75	216,005.73	20,497.02
101-420-4133-000	Life Insurance	7,703.00	5,777.25	5,094.18	683.07
101-420-4134-000	Dental Insurance	19,324.00	14,493.00	11,992.37	2,500.63
101-420-4151-000	Workers Compensation	316,726.00	237,544.50	298,988.00	-61,443.50
101-420-4200-000	Office Supplies-Police	8,100.00	6,075.00	3,496.66	2,578.34
101-420-4211-000	Maintenance Supplies-Police	19,200.00	14,400.00	15,140.51	-740.51
101-420-4213-000	Youth Program	1,700.00	1,275.00	2,254.85	-979.85
101-420-4214-000	Crime Prevention	6,400.00	4,800.00	4,664.56	135.44
101-420-4240-000	Small ToolsEquip-Police	33,400.00	25,050.00	6,218.02	18,831.98
101-420-4300-000	Professional Services-Police	8,740.00	6,555.00	6,059.80	495.20
101-420-4321-000	Telephone-Police	23,360.00	17,520.00	15,002.50	2,517.50
101-420-4322-000	Postage-Police	1,000.00	750.00	52.57	697.43
101-420-4330-000	TravelTuition-Police	45,250.00	33,937.50	32,066.27	1,871.23
101-420-4360-000	Insurance	60,720.00	45,540.00	60,033.00	-14,493.00
101-420-4370-000	Uniforms-Police	38,265.00	28,698.75	26,866.06	1,832.69
101-420-4381-000	Electricity-Police	420.00	315.00	290.51	24.49
101-420-4386-000	Police Reserves	2,000.00	1,500.00	125.26	1,374.74
101-420-4410-000	Contracted Services-Police	56,830.00	42,622.50	48,734.43	-6,111.93
101-420-4452-000	SubscriptionsDues-Police	1,450.00	1,087.50	2,068.00	-980.50
420	Police	4,768,078.00	3,576,058.50	3,365,784.68	210,273.82
421	Fire				
101-421-4101-000	Salaries - Fire	276,214.00	207,160.50	206,504.71	655.79
101-421-4102-000	Overtime - Fire	2,000.00	1,500.00	94.39	1,405.61
101-421-4102-421	Overtime - Fire Stipend	0.00	0.00	407.62	-407.62
101-421-4103-000	Part-time Wages - Fire	184,013.00	138,009.75	97,302.62	40,707.13
101-421-4104-000	Paid On Call Firefighters	83,000.00	62,250.00	71,787.09	-9,537.09
101-421-4109-000	Fire Stipend	9,850.00	7,387.50	0.00	7,387.50
101-421-4109-421	Fire Stipend	0.00	0.00	5,231.52	-5,231.52
101-421-4121-000	PERA	63,870.00	47,902.50	44,961.92	2,940.58
101-421-4121-421	PERA	0.00	0.00	1,112.55	-1,112.55
101-421-4122-000	FICA Fire	25,162.00	18,871.50	16,308.21	2,563.29
101-421-4122-421	FICA Fire Stipend	0.00	0.00	69.55	-69.55
101-421-4131-000	Health Insurance	25,633.00	19,224.75	19,224.90	-0.15
101-421-4133-000	Life Insurance	688.00	516.00	446.05	69.95
101-421-4134-000	Dental Insurance	1,501.00	1,125.75	666.27	459.48
101-421-4151-000	Workers Compensation	83,585.00	62,688.75	86,654.00	-23,965.25
101-421-4200-000	Office Supplies-Fire	1,600.00	1,200.00	362.79	837.21
101-421-4211-000	Maintenance Supplies-Fire	7,675.00	5,756.25	4,983.02	773.23
101-421-4213-000	Youth Program	1,000.00	750.00	195.60	554.40
101-421-4214-000	Fire Prevention	3,000.00	2,250.00	1,963.72	286.28
101-421-4240-000	Small ToolsEquip-Fire	37,500.00	28,125.00	32,801.99	-4,676.99
101-421-4300-000	Professional Services-Fire	7,660.00	5,745.00	3,205.00	2,540.00
101-421-4321-000	Telephone-Fire	3,850.00	2,887.50	2,827.02	60.48
101-421-4322-000	Postage-Fire	1,000.00	750.00	0.00	750.00
101-421-4330-000	TravelTuition-Fire	40,000.00	30,000.00	33,113.52	-3,113.52
101-421-4340-000	Advertising-Fire	1,000.00	750.00	0.00	750.00
101-421-4370-000	Uniforms-Fire	61,500.00	46,125.00	16,993.60	29,131.40
101-421-4410-000	Contracted Services-Fire	37,088.00	27,816.00	33,133.78	-5,317.78
101-421-4452-000	SubscriptionsDues-Fire	1,520.00	1,140.00	1,620.00	-480.00
421	Fire	959,909.00	719,931.75	681,971.44	37,960.31
422	Building Inspections				
101-422-4101-000	Salaries - Building	348,075.00	261,056.25	256,830.91	4,225.34
101-422-4108-000	Wellness Program-Bldg Insp	720.00	540.00	0.00	540.00
101-422-4121-000	PERA	26,106.00	19,579.50	20,220.36	-640.86
101-422-4122-000	FICA Building	26,628.00	19,971.00	19,161.97	809.03
101-422-4131-000	Health Insurance	43,112.00	32,334.00	31,858.74	475.26
101-422-4133-000	Life Insurance	929.00	696.75	685.87	10.88
101-422-4134-000	Dental Insurance	2,756.00	2,067.00	1,607.94	459.06
101-422-4151-000	Workers Compensation	3,407.00	2,555.25	3,147.00	-591.75
101-422-4200-000	Office Supplies-Building	1,500.00	1,125.00	866.79	258.21
101-422-4240-000	Small ToolsEquip-Bldg	150.00	112.50	934.79	-822.29
101-422-4300-000	Professional Services-Bldg	6,000.00	4,500.00	4,611.00	-111.00

Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101-422-4321-000	Telephone-Building Inspections	2,200.00	1,650.00	1,354.95	295.05
101-422-4330-000	TravelTuition-Bldg	3,300.00	2,475.00	1,660.00	815.00
101-422-4370-000	Uniforms-Building	1,140.00	855.00	160.00	695.00
101-422-4410-000	Contracted Services-Bldg	37,220.00	27,915.00	26,265.00	1,650.00
101-422-4452-000	SubscriptionsDues-Bldg Insp	520.00	390.00	0.00	390.00
422	Building Inspections	503,763.00	377,822.25	369,365.32	8,456.93
430	Streets				
101-430-4101-000	Salaries - Streets	466,965.00	350,223.75	308,805.47	41,418.28
101-430-4102-000	Overtime - Streets	14,000.00	10,500.00	5,237.62	5,262.38
101-430-4105-000	On CallStandby	5,000.00	3,750.00	13,831.22	-10,081.22
101-430-4106-000	Temporaries - Streets	29,920.00	22,440.00	19,887.50	2,552.50
101-430-4121-000	PERA	36,447.00	27,335.25	25,790.32	1,544.93
101-430-4122-000	FICA Streets	39,465.00	29,598.75	24,895.38	4,703.37
101-430-4123-000	Def Comp Employer Contribution	326.00	244.50	0.00	244.50
101-430-4131-000	Health Insurance	48,179.00	36,134.25	33,489.06	2,645.19
101-430-4133-000	Life Insurance	1,299.00	974.25	835.28	138.97
101-430-4134-000	Dental Insurance	3,828.00	2,871.00	2,294.23	576.77
101-430-4151-000	Workers Compensation	48,986.00	36,739.50	45,424.00	-8,684.50
101-430-4211-000	Maintenance Supplies-Streets	12,000.00	9,000.00	6,881.40	2,118.60
101-430-4223-000	Street Signs	12,000.00	9,000.00	5,686.35	3,313.65
101-430-4224-000	Patching Materials	50,000.00	37,500.00	33,899.81	3,600.19
101-430-4228-000	SaltSand	65,000.00	48,750.00	70,436.55	-21,686.55
101-430-4229-000	GravelMisc	7,000.00	5,250.00	1,600.82	3,649.18
101-430-4240-000	Small ToolsEquip-Streets	4,000.00	3,000.00	2,445.39	554.61
101-430-4300-000	Professional Services-Streets	12,450.00	9,337.50	4,564.00	4,773.50
101-430-4321-000	Telephone-Streets	1,000.00	750.00	915.07	-165.07
101-430-4330-000	TravelTuition-Streets	5,000.00	3,750.00	2,053.00	1,697.00
101-430-4370-000	Uniforms-Streets	2,600.00	1,950.00	887.53	1,062.47
101-430-4385-000	Street Lights-Streets	82,000.00	61,500.00	63,232.89	-1,732.89
101-430-4410-000	Contracted Services-Streets	47,000.00	35,250.00	30,010.56	5,239.44
101-430-4415-000	Rental Equipment	1,000.00	750.00	0.00	750.00
101-430-4452-000	SubscriptionsDues-Streets	3,500.00	2,625.00	0.00	2,625.00
430	Streets	998,965.00	749,223.75	703,103.45	46,120.30
431	Fleet				
101-431-4101-000	Salaries - Fleet	197,752.00	148,314.00	148,026.01	287.99
101-431-4102-000	Overtime - Fleet	2,000.00	1,500.00	1,417.05	82.95
101-431-4121-000	PERA	14,981.00	11,235.75	11,517.47	-281.72
101-431-4122-000	FICA Fleet	15,281.00	11,460.75	10,987.99	472.76
101-431-4123-000	Def Comp Employer Contribution	326.00	244.50	0.00	244.50
101-431-4131-000	Health Insurance	30,460.00	22,845.00	12,358.41	10,486.59
101-431-4133-000	Life Insurance	569.00	426.75	377.06	49.69
101-431-4134-000	Dental Insurance	1,562.00	1,171.50	1,120.40	51.10
101-431-4151-000	Workers Compensation	7,730.00	5,797.50	8,311.00	-2,513.50
101-431-4200-000	Office Supplies-Fleet	0.00	0.00	77.01	-77.01
101-431-4211-000	Maintenance Supplies-Fleet	9,300.00	6,975.00	8,800.52	-1,825.52
101-431-4212-000	Vehicle Fuel	160,000.00	120,000.00	131,527.43	-11,527.43
101-431-4221-000	Shop Parts	65,000.00	48,750.00	71,020.24	-22,270.24
101-431-4240-000	Small ToolsEquip-Fleet	7,000.00	5,250.00	3,969.43	1,280.57
101-431-4300-000	Professional Services-Fleet	44,300.00	33,225.00	30,989.20	2,235.80
101-431-4321-000	Telephone-Fleet	0.00	0.00	39.00	-39.00
101-431-4330-000	TravelTuition-Fleet	1,500.00	1,125.00	1,571.48	-446.48
101-431-4363-000	Auto Insurance	39,920.00	29,940.00	44,684.26	-14,744.26
101-431-4370-000	Uniforms-Fleet	570.00	427.50	370.10	57.40
101-431-4410-000	Contracted Services-Fleet	60,000.00	45,000.00	93,979.18	-48,979.18
101-431-4452-000	SubscriptionsDues-Fleet	6,000.00	4,500.00	1,600.00	2,900.00
431	Fleet	664,251.00	498,188.25	582,743.24	-84,554.99
432	Government Buildings				
101-432-4101-000	Salaries - Gov't Bldgs	23,379.00	17,534.25	17,234.85	299.40
101-432-4103-000	Part-time Wages - Gov't Bldgs	0.00	0.00	17,307.50	-17,307.50
101-432-4106-000	Temporaries - Gov't Bldgs	8,330.00	6,247.50	9,594.00	-3,346.50
101-432-4121-000	PERA	1,753.00	1,314.75	2,596.71	-1,281.96
101-432-4122-000	FICA Gov't Bldgs	2,426.00	1,819.50	3,291.10	-1,471.60
101-432-4123-000	Def Comp Employer Contribution	326.00	244.50	0.00	244.50
101-432-4131-000	Health Insurance	1,210.00	907.50	907.20	0.30
101-432-4133-000	Life Insurance	68.00	51.00	29.79	21.21
101-432-4134-000	Dental Insurance	92.00	69.00	68.94	0.06

Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101-432-4151-000	Workers Compensation	1,072.00	804.00	2,213.00	-1,409.00
101-432-4200-000	Office Supplies-Govt Buildings	10,000.00	7,500.00	6,744.76	755.24
101-432-4211-000	Maintenance Supplies-Govt Bldg	35,000.00	26,250.00	17,020.59	9,229.41
101-432-4211-500	Maintenance Supplies-PW Bldg	0.00	0.00	2,890.40	-2,890.40
101-432-4211-501	Maintenance Supplies-Fire #1	0.00	0.00	485.95	-485.95
101-432-4211-502	Maintenance Supplies-Fire #2	0.00	0.00	463.34	-463.34
101-432-4211-503	Maintenance Supplies-Civ Comp	0.00	0.00	1,633.12	-1,633.12
101-432-4240-000	Small ToolsEquip-Govt Bldg	2,400.00	1,800.00	21,196.24	-19,396.24
101-432-4240-501	Small ToolsEquip-Fire #1	0.00	0.00	109.99	-109.99
101-432-4300-000	Professional Services-Govt Bld	59,000.00	44,250.00	1,844.00	42,406.00
101-432-4300-500	Professional Services-PW Bldg	0.00	0.00	9,081.50	-9,081.50
101-432-4300-501	Professional Services-Fire #1	0.00	0.00	5,089.06	-5,089.06
101-432-4300-502	Professional Services-Fire #2	0.00	0.00	536.86	-536.86
101-432-4300-503	Professional Services-Civ Comp	0.00	0.00	11,912.02	-11,912.02
101-432-4321-000	Telephone-Govt Buildings	6,864.00	5,148.00	635.91	4,512.09
101-432-4321-500	Telephone-PW Bldg	0.00	0.00	134.06	-134.06
101-432-4321-502	Telephone-Fire Station #2	0.00	0.00	3,339.44	-3,339.44
101-432-4321-503	Telephone-Civic Complex	0.00	0.00	571.73	-571.73
101-432-4322-000	Postage-Gov't Buildings	5,000.00	3,750.00	4,500.00	-750.00
101-432-4361-000	Building Insurance	133,790.00	100,342.50	140,365.00	-40,022.50
101-432-4381-000	Electricity-Gov't Bldgs	96,500.00	72,375.00	0.00	72,375.00
101-432-4381-500	Electricity-Public Works Bldg	0.00	0.00	8,058.59	-8,058.59
101-432-4381-501	Electricity-Fire Station #1	0.00	0.00	5,570.11	-5,570.11
101-432-4381-502	Electricity-Fire Station #2	0.00	0.00	10,369.21	-10,369.21
101-432-4381-503	Electricity-Civic Complex	0.00	0.00	54,749.40	-54,749.40
101-432-4382-000	Utilities-Gov't Bldgs	18,000.00	13,500.00	16,709.13	-3,209.13
101-432-4383-000	Heat-Gov't Buildings	54,000.00	40,500.00	0.00	40,500.00
101-432-4383-500	Heat-Public Works Bldg	0.00	0.00	8,077.05	-8,077.05
101-432-4383-501	Heat-Fire Station #1	0.00	0.00	3,626.38	-3,626.38
101-432-4383-502	Heat-Fire Station #2	0.00	0.00	6,651.16	-6,651.16
101-432-4383-503	Heat-Civic Complex	0.00	0.00	19,841.11	-19,841.11
101-432-4384-000	Sanitation-Gov't Bldgs	15,000.00	11,250.00	19.71	11,230.29
101-432-4384-500	Sanitation-Public Works Bldg	0.00	0.00	3,046.43	-3,046.43
101-432-4384-501	Sanitation-Fire Station #1	0.00	0.00	922.79	-922.79
101-432-4384-502	Sanitation-Fire Station #2	0.00	0.00	1,629.84	-1,629.84
101-432-4384-503	Sanitation-Civic Complex	0.00	0.00	4,033.85	-4,033.85
101-432-4410-000	Contracted Services-Govt Bldg	98,000.00	73,500.00	1,998.44	71,501.56
101-432-4410-500	Contracted Services-PW Bldg	0.00	0.00	6,082.23	-6,082.23
101-432-4410-501	Contracted Services-Fire #1	0.00	0.00	5,478.97	-5,478.97
101-432-4410-502	Contracted Services-Fire #2	0.00	0.00	4,628.94	-4,628.94
101-432-4410-503	Contracted Services-Civic Comp	0.00	0.00	26,970.80	-26,970.80
101-432-4452-000	SubscriptionsDues-Gov't Bldgs	200.00	150.00	254.00	-104.00
432	Government Buildings	572,410.00	429,307.50	470,515.20	-41,207.70
450	Parks				
101-450-4101-000	Salaries - Parks	435,548.00	326,661.00	309,100.86	17,560.14
101-450-4102-000	Overtime - Parks	2,000.00	1,500.00	1,524.01	-24.01
101-450-4106-000	Temporaries - Parks	57,265.00	42,948.75	45,311.50	-2,362.75
101-450-4121-000	PERA	32,816.00	24,612.00	23,239.26	1,372.74
101-450-4122-000	FICA Parks	37,853.00	28,389.75	24,596.75	3,793.00
101-450-4123-000	Def Comp Employer Contribution	2,638.00	1,978.50	1,466.42	512.08
101-450-4131-000	Health Insurance	47,020.00	35,265.00	30,963.27	4,301.73
101-450-4133-000	Life Insurance	1,194.00	895.50	766.43	129.07
101-450-4134-000	Dental Insurance	3,430.00	2,572.50	2,317.45	255.05
101-450-4151-000	Workers Compensation	37,376.00	28,032.00	33,759.00	-5,727.00
101-450-4211-000	Maintenance Supplies-Parks	47,000.00	35,250.00	38,222.30	-2,972.30
101-450-4240-000	Small ToolsEquip-Parks	3,000.00	2,250.00	75.02	2,174.98
101-450-4300-000	Professional Services-Parks	7,150.00	5,362.50	11,355.79	-5,993.29
101-450-4321-000	Telephone-Parks	2,000.00	1,500.00	477.81	1,022.19
101-450-4330-000	TravelTuition-Parks	3,000.00	2,250.00	1,532.40	717.60
101-450-4331-000	Stipend Park Board	2,750.00	2,062.50	1,675.00	387.50
101-450-4370-000	Uniforms-Parks	1,900.00	1,425.00	739.68	685.32
101-450-4381-000	Electricity-Parks	3,500.00	2,625.00	2,215.54	409.46
101-450-4382-000	Utilities-Parks	25,000.00	18,750.00	27,088.77	-8,338.77
101-450-4383-000	Heat-Parks	5,000.00	3,750.00	3,408.58	341.42
101-450-4384-000	Sanitation-Parks	1,800.00	1,350.00	870.68	479.32
101-450-4410-000	Contracted Services-Parks	254,000.00	190,500.00	11,962.92	178,537.08
101-450-4415-000	Rental Equipment	500.00	375.00	688.82	-313.82

Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101-450-4452-000	SubscriptionsDues-Parks	200.00	150.00	75.00	75.00
450	Parks	1,013,940.00	760,455.00	573,433.26	187,021.74
451	Recreation				
101-451-4101-000	DON'T USE Salaries - Rec	0.00	0.00	0.00	0.00
101-451-4106-000	DON'T USE Temps - Recreation	0.00	0.00	0.00	0.00
101-451-4121-000	PERA	0.00	0.00	0.00	0.00
101-451-4122-000	DON'T USE FICA	0.00	0.00	0.00	0.00
101-451-4321-000	Telephone-Recreation	0.00	0.00	0.00	0.00
451	Recreation	0.00	0.00	0.00	0.00
461	Environmental				
101-461-4101-000	Salaries - Environmental	25,525.00	19,143.75	18,814.28	329.47
101-461-4106-000	Temporaries - Environmental	15,300.00	11,475.00	272.00	11,203.00
101-461-4121-000	PERA	1,914.00	1,435.50	1,482.53	-47.03
101-461-4122-000	FICA Environmental	3,123.00	2,342.25	1,450.33	891.92
101-461-4131-000	Health Insurance	2,419.00	1,814.25	1,814.40	-0.15
101-461-4133-000	Life Insurance	79.00	59.25	50.66	8.59
101-461-4134-000	Dental Insurance	184.00	138.00	137.79	0.21
101-461-4151-000	Workers Compensation	420.00	315.00	385.00	-70.00
101-461-4211-000	Maintenance Supplies-Env	700.00	525.00	0.00	525.00
101-461-4240-000	Small ToolsEquip-Env	300.00	225.00	39.95	185.05
101-461-4300-000	Professional Services-Env	1,000.00	750.00	1,262.25	-512.25
101-461-4321-000	Telephone-Environmental	400.00	300.00	211.33	88.67
101-461-4330-000	TravelTuition-Env	1,100.00	825.00	996.33	-171.33
101-461-4331-000	Stipend Environmental Board	6,600.00	4,950.00	2,450.00	2,500.00
101-461-4410-000	Contracted Services-Env	1,000.00	750.00	1,028.00	-278.00
101-461-4452-000	SubscriptionsDues-Env	300.00	225.00	175.00	50.00
461	Environmental	60,364.00	45,273.00	30,569.85	14,703.15
462	Solid Waste				
101-462-4101-000	Salaries - Solid Waste	17,017.00	12,762.75	12,543.30	219.45
101-462-4102-000	Overtime - Solid Waste	1,600.00	1,200.00	0.00	1,200.00
101-462-4106-000	Temporaries - Solid Waste	25,636.00	19,227.00	15,904.75	3,322.25
101-462-4121-000	PERA	1,396.00	1,047.00	1,721.65	-674.65
101-462-4122-000	FICA Solid Waste	3,385.00	2,538.75	2,169.79	368.96
101-462-4131-000	Health Insurance	1,613.00	1,209.75	1,209.60	0.15
101-462-4133-000	Life Insurance	58.00	43.50	33.82	9.68
101-462-4134-000	Dental Insurance	122.00	91.50	91.89	-0.39
101-462-4151-000	Workers Compensation	367.00	275.25	313.00	-37.75
101-462-4200-000	Office Supplies-Solid Waste	1,100.00	825.00	845.89	-20.89
101-462-4330-000	TravelTuition-Solid Waste	220.00	165.00	0.00	165.00
101-462-4340-000	Advertising-Solid Waste	7,000.00	5,250.00	2,564.83	2,685.17
101-462-4343-000	Newsletter - Solid Waste	0.00	0.00	194.69	-194.69
101-462-4410-000	Contracted Services-So. Waste	22,700.00	17,025.00	41,765.58	-24,740.58
462	Solid Waste	82,214.00	61,660.50	79,358.79	-17,698.29
463	Forestry				
101-463-4101-000	Salaries - Forestry	21,271.00	15,953.25	15,678.81	274.44
101-463-4121-000	PERA	1,595.00	1,196.25	1,235.65	-39.40
101-463-4122-000	FICA Forestry	1,627.00	1,220.25	1,191.10	29.15
101-463-4131-000	Health Insurance	2,016.00	1,512.00	1,511.91	0.09
101-463-4133-000	Life Insurance	68.00	51.00	42.22	8.78
101-463-4134-000	Dental Insurance	153.00	114.75	114.84	-0.09
101-463-4151-000	Workers Compensation	1,829.00	1,371.75	1,685.00	-313.25
101-463-4211-000	Maintenance Supplies-Forestry	3,000.00	2,250.00	697.20	1,552.80
101-463-4240-000	Small ToolsEquip-Forestry	250.00	187.50	183.65	3.85
101-463-4370-000	Uniforms-Forestry	380.00	285.00	301.75	-16.75
101-463-4410-000	Contracted Services-Forestry	50,000.00	37,500.00	39,529.35	-2,029.35
463	Forestry	82,189.00	61,641.75	62,171.48	-529.73
499	Other				
101-499-4905-000	Contingency	234,000.00	175,500.00	0.00	175,500.00
499	Other	234,000.00	175,500.00	0.00	175,500.00
101	General Fund	12,177,416.00	9,133,062.00	8,425,754.22	707,307.78

General Ledger

Budget to Actual

User: hannah.lynych
 Printed: 11/20/2023 1:03:16 PM
 Period 01 - 09
 Fiscal Year 2023



Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
202	The Rookery Activity Center				
	Taxes				
202-000-3010-000	Current Taxes	-325,000.00	-243,750.00	-162,500.00	-81,250.00
	Taxes	-325,000.00	-243,750.00	-162,500.00	-81,250.00
	Intergovernmental Revenues				
202-000-3372-000	Other Grants	0.00	0.00	-6,620.00	6,620.00
	Intergovernmental Revenues	0.00	0.00	-6,620.00	6,620.00
	Charges for Service				
202-000-3470-000	Annual Membership Fees	-137,218.00	-102,913.50	-147,793.54	44,880.04
202-000-3471-000	Monthly Membership Fees	-736,113.00	-552,084.75	-376,575.09	-175,509.66
202-000-3472-000	Daily Use Fees	-67,668.00	-50,751.00	-40,998.00	-9,753.00
202-000-3473-000	EF Basic Classes/Programs	0.00	0.00	0.00	0.00
202-000-3474-000	EF Personal & Specialty Train	-110,000.00	-82,500.00	-17,670.20	-64,829.80
202-000-3475-000	EF Spinning Classes	-25,000.00	-18,750.00	-1,836.93	-16,913.07
202-000-3476-000	Gym Rentals	-15,000.00	-11,250.00	-735.00	-10,515.00
202-000-3477-000	Pool Rentals	-30,000.00	-22,500.00	-3,363.25	-19,136.75
202-000-3478-000	Room Rentals	-6,500.00	-4,875.00	-3,332.00	-1,543.00
202-000-3480-000	Retail	-6,500.00	-4,875.00	-1,084.49	-3,790.51
202-000-3481-000	Enrollment Fees	-14,820.00	-11,115.00	-12,987.00	1,872.00
202-000-3482-000	Locker Rental	-9,000.00	-6,750.00	-1,205.50	-5,544.50
202-000-3483-000	Towel Service	-18,495.00	-13,871.25	-2,555.50	-11,315.75
202-000-3484-000	Child Watch	-1,000.00	-750.00	-966.00	216.00
202-000-3485-603	Swim Lessons	-125,979.00	-94,484.25	-98,035.80	3,551.55
202-000-3485-604	Youth Programs	-22,350.00	-16,762.50	-3,885.00	-12,877.50
202-000-3485-605	Gym Programs	-8,500.00	-6,375.00	-4,224.00	-2,151.00
202-000-3485-606	Adult/Family Programs	-4,450.00	-3,337.50	-6,715.40	3,377.90
202-000-3485-607	Active Adult Programs	-850.00	-637.50	-1,639.00	1,001.50
202-000-3485-608	Community Programs	-15,400.00	-11,550.00	-768.00	-10,782.00
202-000-3485-609	Birthday Parties	-20,000.00	-15,000.00	-17,574.98	2,574.98
202-000-3485-610	Summer Camps	-40,000.00	-30,000.00	-45,146.74	15,146.74
	Charges for Service	-1,414,843.00	-1,061,132.25	-789,091.42	-272,040.83
	Miscellaneous Revenues				
202-000-3731-000	Silver Sneakers	-34,232.00	-25,674.00	-22,592.50	-3,081.50
202-000-3732-000	Renew ActiveOne Pass	-48,746.00	-36,559.50	-22,974.30	-13,585.20
202-000-3800-000	Cash Over/Short	0.00	0.00	-84.26	84.26
	Miscellaneous Revenues	-82,978.00	-62,233.50	-45,651.06	-16,582.44
202	The Rookery Activity Center	-1,822,821.00	-1,367,115.75	-1,003,862.48	-363,253.27

General Ledger

Budget to Actual

User: hannah.lynch
 Printed: 11/20/2023 1:15:26 PM
 Period 01 - 09
 Fiscal Year 2023

Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
202	The Rookery Activity Center				
	Personal Services				
202-451-4101-000	Salaries - RAC	\$ 517,067.00	\$ 387,800.25	\$ 336,932.29	\$ 50,867.96
202-451-4102-000	Overtime - RAC	\$ -	\$ -	\$ 868.84	\$ (868.84)
202-451-4103-000	Part-time Wages - RAC	\$ 495,000.00	\$ 371,250.00	\$ 375,331.45	\$ (4,081.45)
202-451-4103-601	Part-time Wages RAC Child Wa	\$ -	\$ -	\$ -	\$ -
202-451-4103-603	Part-time Wages RAC Swim Less	\$ 33,447.00	\$ 25,085.25	\$ 34,138.50	\$ (9,053.25)
202-451-4103-604	Part-time Wages RAC Youth Prog	\$ 9,150.00	\$ 6,862.50	\$ -	\$ 6,862.50
202-451-4103-605	Part-time Wages RAC Gym Prog	\$ 1,950.00	\$ 1,462.50	\$ 172.00	\$ 1,290.50
202-451-4103-606	Part-time Wages RAC A/F Prog	\$ 1,000.00	\$ 750.00	\$ 1,195.25	\$ (445.25)
202-451-4103-608	Part-time Wages RAC Comm Prog	\$ 1,700.00	\$ 1,275.00	\$ -	\$ 1,275.00
202-451-4103-609	Part-time Wages RAC Birthdays	\$ 2,600.00	\$ 1,950.00	\$ 1,710.90	\$ 239.10
202-451-4103-610	Part-time Wages RAC Summer Cam	\$ 25,000.00	\$ 18,750.00	\$ 25,390.25	\$ (6,640.25)
202-451-4121-000	PERA RAC	\$ 57,343.00	\$ 43,007.25	\$ 39,197.64	\$ 3,809.61
202-451-4121-601	PERA RAC Child Watch	\$ -	\$ -	\$ -	\$ -
202-451-4121-603	PERA RAC Swim Less	\$ -	\$ -	\$ 507.74	\$ (507.74)
202-451-4121-606	PERA RAC A/F Prog	\$ -	\$ -	\$ 34.39	\$ (34.39)
202-451-4121-610	PERA RAC Summer Camp	\$ -	\$ -	\$ 104.74	\$ (104.74)
202-451-4122-000	FICA RAC	\$ 77,423.00	\$ 58,067.25	\$ 53,209.01	\$ 4,858.24
202-451-4122-601	FICA RAC Child Watch	\$ -	\$ -	\$ -	\$ -
202-451-4122-603	FICA RAC Swim Less	\$ -	\$ -	\$ 2,626.15	\$ (2,626.15)
202-451-4122-605	FICA RAC Gym Prog	\$ -	\$ -	\$ 14.06	\$ (14.06)
202-451-4122-606	FICA RAC A/F Prog	\$ -	\$ -	\$ 91.45	\$ (91.45)
202-451-4122-609	FICA RAC Birthdays	\$ -	\$ -	\$ 132.04	\$ (132.04)
202-451-4122-610	FICA RAC Summer Camp	\$ -	\$ -	\$ 1,955.17	\$ (1,955.17)
202-451-4131-000	Health Insurance	\$ 56,575.00	\$ 42,431.25	\$ 36,950.79	\$ 5,480.46
202-451-4133-000	Life Insurance	\$ 1,398.00	\$ 1,048.50	\$ 901.48	\$ 147.02
202-451-4134-000	Dental Insurance	\$ 4,287.00	\$ 3,215.25	\$ 2,143.83	\$ 1,071.42
202-451-4141-000	Reemployment Insurance	\$ -	\$ -	\$ 26.96	\$ (26.96)
202-451-4151-000	Workers Compensation	\$ 29,232.00	\$ 21,924.00	\$ 23,154.00	\$ (1,230.00)
	Personal Services	\$ 1,313,172.00	\$ 984,879.00	\$ 936,788.93	\$ 48,090.07
	Supplies				
202-451-4200-000	Office Supplies-RAC	\$ 5,500.00	\$ 4,125.00	\$ 3,815.51	\$ 309.49
202-451-4200-603	Office Supplies RAC Swim Less	\$ 1,000.00	\$ 750.00	\$ 776.01	\$ (26.01)
202-451-4200-604	Office Supplies RAC Youth Prog	\$ 1,550.00	\$ 1,162.50	\$ 134.28	\$ 1,028.22
202-451-4200-605	Office Supplies RAC Gym Prog	\$ 350.00	\$ 262.50	\$ 321.26	\$ (58.76)
202-451-4200-606	Office Supplies RAC A/F Prog	\$ 2,000.00	\$ 1,500.00	\$ 542.42	\$ 957.58
202-451-4200-607	Office Supplies RAC ActAd Prog	\$ 500.00	\$ 375.00	\$ 136.67	\$ 238.33
202-451-4200-608	Office Supplies RAC Comm Prog	\$ 2,000.00	\$ 1,500.00	\$ 63.91	\$ 1,436.09
202-451-4200-609	Office Supplies RAC Birthdays	\$ 1,000.00	\$ 750.00	\$ 481.43	\$ 268.57
202-451-4200-610	Office Supplies RAC Summer Cam	\$ 6,500.00	\$ 4,875.00	\$ 3,150.19	\$ 1,724.81

202-451-4200-805	Office Supplies RAC Misc Prog	\$ -	\$ -	\$ 5,372.73	\$ (5,372.73)
202-451-4211-000	Maintenance Supplies-RAC	\$ 46,500.00	\$ 34,875.00	\$ 17,863.56	\$ 17,011.44
202-451-4222-000	Chemicals	\$ 7,200.00	\$ 5,400.00	\$ 7,845.36	\$ (2,445.36)
202-451-4235-000	Resale Items	\$ 5,000.00	\$ 3,750.00	\$ 979.58	\$ 2,770.42
202-451-4240-000	Small Tools/Equip-RAC	\$ 10,000.00	\$ 7,500.00	\$ 2,848.42	\$ 4,651.58
	Supplies	\$ 89,100.00	\$ 66,825.00	\$ 44,331.33	\$ 22,493.67
	Services & Charges				
202-451-4300-000	Professional Services-RAC	\$ 10,000.00	\$ 7,500.00	\$ 12,169.76	\$ (4,669.76)
202-451-4310-000	Other Consultant	\$ 57,779.00	\$ 43,334.25	\$ 43,477.84	\$ (143.59)
202-451-4321-000	Telephone- RAC	\$ 2,750.00	\$ 2,062.50	\$ 2,888.61	\$ (826.11)
202-451-4322-000	Postage-RAC	\$ 2,500.00	\$ 1,875.00	\$ -	\$ 1,875.00
202-451-4330-000	Travel/Tuition-RAC	\$ 3,000.00	\$ 2,250.00	\$ 6,587.62	\$ (4,337.62)
202-451-4340-000	Advertising-RAC	\$ 667.00	\$ 500.25	\$ 420.00	\$ 80.25
202-451-4345-000	Payment Processing	\$ 38,997.00	\$ 29,247.75	\$ 15,202.65	\$ 14,045.10
202-451-4361-000	Building Insurance-RAC	\$ 26,290.00	\$ 19,717.50	\$ 26,839.00	\$ (7,121.50)
202-451-4370-000	Uniforms-RAC	\$ 2,850.00	\$ 2,137.50	\$ 1,521.00	\$ 616.50
202-451-4381-000	Electricity-RAC	\$ 88,000.00	\$ 66,000.00	\$ 66,070.39	\$ (70.39)
202-451-4382-000	Utilities-RAC	\$ 10,920.00	\$ 8,190.00	\$ 11,568.61	\$ (3,378.61)
202-451-4383-000	Heat-RAC	\$ 55,750.00	\$ 41,812.50	\$ 29,415.58	\$ 12,396.92
202-451-4384-000	Sanitation-RAC	\$ 6,000.00	\$ 4,500.00	\$ 2,932.49	\$ 1,567.51
	Services & Charges	\$ 305,503.00	\$ 229,127.25	\$ 219,093.55	\$ 10,033.70
	Contractual Services				
202-451-4410-000	Contracted Services-RAC	\$ 12,500.00	\$ 9,375.00	\$ 8,035.89	\$ 1,339.11
202-451-4410-604	Contracted Services RAC Youth	\$ -	\$ -	\$ 980.00	\$ (980.00)
202-451-4410-605	Contracted Srvs RAC Gym Prog	\$ -	\$ -	\$ 520.00	\$ (520.00)
202-451-4410-606	Contracted Services RAC Adult	\$ 800.00	\$ 600.00	\$ -	\$ 600.00
202-451-4410-607	Contracted Srvs RAC ActAd Prog	\$ -	\$ -	\$ 4,080.00	\$ (4,080.00)
202-451-4410-608	Contracted Srvs RAC Comm Prog	\$ 6,750.00	\$ 5,062.50	\$ (2,920.00)	\$ 7,982.50
202-451-4410-610	Contracted Srvs Summer Camp	\$ -	\$ -	\$ 3,195.72	\$ (3,195.72)
202-451-4411-000	Cont Srvs - Fitness Provider	\$ 241,230.00	\$ 180,922.50	\$ 118,608.92	\$ 62,313.58
202-451-4415-000	Rental Equipment	\$ -	\$ -	\$ 681.75	\$ (681.75)
202-451-4418-000	Special Projects	\$ 8,750.00	\$ 6,562.50	\$ -	\$ 6,562.50
202-451-4452-000	Subscriptions/Dues-RAC	\$ 1,000.00	\$ 750.00	\$ 1,239.98	\$ (489.98)
202-451-4900-000	Marketing	\$ 11,000.00	\$ 8,250.00	\$ 13,533.85	\$ (5,283.85)
	Contractual Services	\$ 282,030.00	\$ 211,522.50	\$ 147,956.11	\$ 63,566.39
202	The Rookery Activity Center	\$ 1,989,805.00	\$ 1,492,353.75	\$ 1,348,169.92	\$ 144,183.83

General Ledger

Budget to Actual

User: hannah.lynch
 Printed: 11/22/2023 9:55:06 AM
 Period 01 - 09
 Fiscal Year 2023



Account Number	Description	Budget	YTD Budget	End Bal	One Year Prior Actual
601	Water Operating				
601-000-3150-000	Penalties & Interest	0.00	0.00	-46.15	-22.56
601-000-3248-000	Water Hook Up Charge	-41,250.00	-30,937.50	-22,250.00	-28,270.00
601-000-3372-000	Other Grants	0.00	0.00	-4,894.62	0.00
601-000-3406-000	Water Meter Sales	-50,000.00	-37,500.00	-72,147.19	-61,112.85
601-000-3407-000	Irrigation Controller Sales	-5,000.00	-3,750.00	-3,715.00	-3,420.00
601-000-3620-000	Interest On Investments	-50,000.00	-37,500.00	-88,824.41	287,034.50
601-000-3621-000	Chg in Fair Value of Invest	0.00	0.00	-32,554.60	0.00
601-000-3714-000	Miscellaneous Revenue	-1,800.00	-1,350.00	-2,335.00	-919.00
601-000-3730-000	Refunds & Reimbursements	0.00	0.00	-246.73	-10,893.74
601-000-3850-000	Flat Water Charge	-441,420.00	-331,065.00	-320,492.75	-215,642.81
601-000-3855-000	Water Sales	-1,308,841.00	-981,630.75	-1,212,727.76	-929,384.85
601-000-3858-000	Penalty	-22,000.00	-16,500.00	-30,635.94	-20,809.47
601-000-3910-000	Sale of Fixed Assets	0.00	0.00	-976.87	0.00
601	Water Operating	-1,920,311.00	-1,440,233.25	-1,791,847.02	-983,440.78
602	Sewer Operating				
602-000-3150-000	Penalties & Interest	0.00	0.00	-46.58	-22.55
602-000-3249-000	Sewer Hook Up Charge	-33,000.00	-24,750.00	-18,630.00	-23,060.00
602-000-3372-000	Other Grants	0.00	0.00	-51,953.00	0.00
602-000-3620-000	Interest On Investments	-80,000.00	-60,000.00	-154,251.96	463,198.02
602-000-3621-000	Chg in Fair Value of Invest	0.00	0.00	-55,422.14	0.00
602-000-3856-000	Sewer Sales	-1,827,010.00	-1,370,257.50	-1,496,389.82	-1,405,917.15
602-000-3858-000	Penalty	-26,000.00	-19,500.00	-29,123.00	-21,383.23
602-000-3910-000	Sale of Fixed Assets	-500.00	-375.00	-976.88	0.00
602	Sewer Operating	-1,966,510.00	-1,474,882.50	-1,806,793.38	-987,184.91
603	Storm Water Operating				
603-000-3150-000	Penalties & Interest	0.00	0.00	-1.72	0.00
603-000-3620-000	Interest On Investments	0.00	0.00	-5,746.94	3,124.93
603-000-3621-000	Chg in Fair Value of Invest	0.00	0.00	-1,569.16	0.00
603-000-3858-000	Penalty	0.00	0.00	-9,411.29	-3,564.21
603-000-3859-000	Storm Water Utility	-536,470.00	-402,352.50	-421,680.32	-366,428.90
603	Storm Water Operating	-536,470.00	-402,352.50	-438,409.43	-366,868.18

General Ledger Budget to Actual

User: hannah.lynn
 Printed: 11/22/2023 9:56:58 AM
 Period 01 - 09
 Fiscal Year 2023



Account Number	Description	Budget	YTD Budget	End Bal	One Year Prior Actual
601	Water Operating				
	Personal Services				
601-494-4101-000	Salaries - Water	285,610.00	214,207.50	172,371.79	171,346.12
601-494-4102-000	Overtime - Water	7,000.00	5,250.00	4,791.40	5,105.72
601-494-4105-000	On CallStandby	5,000.00	3,750.00	0.00	-344.35
601-494-4106-000	Temporaries - Water	9,860.00	7,395.00	4,812.75	3,610.50
601-494-4108-000	Wellness Program-Water	72.00	54.00	0.00	26.77
601-494-4121-000	PERA	22,321.00	16,740.75	14,021.14	13,477.53
601-494-4122-000	FICA Water	23,521.00	17,640.75	13,402.94	13,141.54
601-494-4123-000	Def Comp Employer Contribution	145.00	108.75	0.00	101.49
601-494-4131-000	Health Insurance	35,939.00	26,954.25	17,197.22	18,272.33
601-494-4133-000	Life Insurance	905.00	678.75	458.59	445.62
601-494-4134-000	Dental Insurance	2,481.00	1,860.75	1,435.50	1,274.12
601-494-4151-000	Workers Compensation	10,406.00	7,804.50	10,326.00	7,404.00
	Personal Services	403,260.00	302,445.00	238,817.33	233,861.39
	Supplies				
601-494-4200-000	Office Supplies-Water	2,500.00	1,875.00	2,414.31	1,234.84
601-494-4211-000	Maintenance Supplies-Water	45,000.00	33,750.00	9,744.24	38,769.55
601-494-4212-000	Vehicle Fuel	12,000.00	9,000.00	0.00	0.00
601-494-4215-000	Water Meters	150,000.00	112,500.00	109,383.37	76,912.99
601-494-4216-000	Irrigation Controllers	20,000.00	15,000.00	29,878.17	19,798.90
601-494-4222-000	Chemicals	125,000.00	93,750.00	148,451.18	110,767.54
601-494-4240-000	Small ToolsEquip-Water	2,500.00	1,875.00	401.46	3,435.12
	Supplies	357,000.00	267,750.00	300,272.73	250,918.94
	Services & Charges				
601-494-4300-000	Professional Services-Water	100,300.00	75,225.00	91,602.72	94,657.09
601-494-4301-000	Municipal Attorney	0.00	0.00	14,411.86	4,137.00
601-494-4304-000	Municipal Engineer	25,000.00	18,750.00	21,920.33	14,170.82
601-494-4308-000	Auditor	0.00	0.00	6,760.50	0.00
601-494-4310-000	Other Consultant-Water	16,547.00	12,410.25	13,181.86	19,030.69
601-494-4321-000	Telephone-Water	5,000.00	3,750.00	2,614.24	2,564.39
601-494-4322-000	Postage-Water	5,500.00	4,125.00	3,511.00	2,934.53
601-494-4330-000	TravelTuition-Water	4,500.00	3,375.00	2,184.50	1,000.00
601-494-4340-000	Advertising-Water	10,000.00	7,500.00	2,260.12	3,238.07
601-494-4345-000	Payment Processing	11,000.00	8,250.00	8,498.22	6,967.61
601-494-4360-000	Insurance	26,840.00	20,130.00	26,107.00	16,303.00
601-494-4363-000	Auto Insurance	1,000.00	750.00	954.00	951.00
601-494-4370-000	Uniforms-Water	900.00	675.00	486.69	535.97
601-494-4381-000	Electricity-Water	90,000.00	67,500.00	83,811.88	76,501.90
601-494-4382-000	Utilities-Water	15,000.00	11,250.00	5,181.59	4,727.07
601-494-4383-000	Heat-Water	5,000.00	3,750.00	2,255.30	2,468.66
	Services & Charges	316,587.00	237,440.25	285,741.81	250,187.80
	Contractual Services				
601-494-4410-000	Contracted Services-Water	64,495.00	48,371.25	8,990.76	6,368.87
601-494-4452-000	SubscriptionsDues-Water	1,000.00	750.00	698.12	637.87
	Contractual Services	65,495.00	49,121.25	9,688.88	7,006.74
	Capital Outlay				
601-494-5000-000	Capital Outlay	0.00	0.00	41,283.50	1,049,840.91
	Capital Outlay	0.00	0.00	41,283.50	1,049,840.91
	Operating Transfers				
601-494-4910-000	Operating Transfers	980,020.00	735,015.00	0.00	0.00
	Operating Transfers	980,020.00	735,015.00	0.00	0.00

Account Number	Description	Budget	YTD Budget	End Bal	One Year Prior Actual
601	Water Operating	2,122,362.00	1,591,771.50	875,804.25	1,791,815.78
602	Sewer Operating				
	Personal Services				
602-495-4101-000	Salaries - Sewer	285,610.00	214,207.50	172,371.77	171,346.56
602-495-4102-000	Overtime - Sewer	7,000.00	5,250.00	4,791.30	5,105.59
602-495-4105-000	On CallStandby	5,000.00	3,750.00	0.00	-344.35
602-495-4106-000	Temporaries - Sewer	9,860.00	7,395.00	4,812.75	3,610.50
602-495-4108-000	Wellness Program-Sewer	72.00	54.00	0.00	26.77
602-495-4121-000	PERA	22,321.00	16,740.75	14,020.81	13,477.73
602-495-4122-000	FICA Sewer	23,521.00	17,640.75	13,402.59	13,142.02
602-495-4123-000	Def Comp Employer Contribution	145.00	108.75	0.00	101.49
602-495-4131-000	Health Insurance	35,939.00	26,954.25	17,197.08	18,271.99
602-495-4133-000	Life Insurance	905.00	678.75	457.91	444.91
602-495-4134-000	Dental Insurance	2,481.00	1,860.75	1,435.50	1,274.12
602-495-4151-000	Workers Compensation	23,602.00	17,701.50	21,276.00	15,676.00
	Personal Services	416,456.00	312,342.00	249,765.71	242,133.33
	Supplies				
602-495-4200-000	Office Supplies-Sewer	2,500.00	1,875.00	2,374.33	1,234.85
602-495-4211-000	Maintenance Supplies-Sewer	45,000.00	33,750.00	5,641.73	47,326.38
602-495-4212-000	Vehicle Fuel	12,000.00	9,000.00	0.00	0.00
602-495-4240-000	Small ToolsEquip-Sewer	2,500.00	1,875.00	709.45	3,221.87
	Supplies	62,000.00	46,500.00	8,725.51	51,783.10
	Services & Charges				
602-495-4300-000	Professional Services-Sewer	165,300.00	123,975.00	141,514.59	53,463.06
602-495-4301-146	Municipal Attorney	0.00	0.00	192.50	0.00
602-495-4304-000	Municipal Engineer	25,000.00	18,750.00	9,768.84	11,818.06
602-495-4304-146	Municipal Engineer	0.00	0.00	6,188.00	33,858.00
602-495-4308-000	Auditor	0.00	0.00	10,366.10	0.00
602-495-4310-000	Other Consultant-Sewer	16,547.00	12,410.25	13,181.85	19,030.69
602-495-4321-000	Telephone-Sewer	1,500.00	1,125.00	929.61	1,254.56
602-495-4322-000	Postage-Sewer	5,000.00	3,750.00	3,286.64	2,934.52
602-495-4330-000	TravelTuition-Sewer	4,500.00	3,375.00	2,828.04	1,680.00
602-495-4340-000	Advertising-Sewer	500.00	375.00	0.00	0.00
602-495-4345-000	Payment Processing	11,000.00	8,250.00	8,498.27	6,967.62
602-495-4360-000	Insurance	22,130.00	16,597.50	25,587.00	18,454.00
602-495-4363-000	Auto Insurance	1,000.00	750.00	954.00	951.00
602-495-4370-000	Uniforms-Sewer	900.00	675.00	486.69	535.97
602-495-4381-000	Electricity-Sewer	32,000.00	24,000.00	25,415.79	23,875.48
602-495-4382-000	Utilities-Sewer	15,000.00	11,250.00	8,496.33	8,686.68
602-495-4383-000	Heat-Sewer	1,800.00	1,350.00	1,300.44	1,256.25
	Services & Charges	302,177.00	226,632.75	258,994.69	184,765.89
	Contractual Services				
602-495-4405-000	MCES Sewer Charges	1,165,549.00	874,161.75	971,290.40	906,449.10
602-495-4410-000	Contracted Services-Sewer	81,560.00	61,170.00	59,072.64	3,629.78
602-495-4452-000	SubscriptionsDues-Sewer	1,000.00	750.00	656.95	243.09
	Contractual Services	1,248,109.00	936,081.75	1,031,019.99	910,321.97
	Capital Outlay				
602-495-5000-000	Capital Outlay	35,000.00	26,250.00	31,250.00	44,139.90
602-495-5000-146	Capital Outlay - 2022 ESLD	0.00	0.00	-25,680.23	158,735.51
	Capital Outlay	35,000.00	26,250.00	5,569.77	202,875.41
	Operating Transfers				
602-495-4910-000	Operating Transfers	225,420.00	169,065.00	0.00	0.00
	Operating Transfers	225,420.00	169,065.00	0.00	0.00
602	Sewer Operating	2,289,162.00	1,716,871.50	1,554,075.67	1,591,879.70
603	Storm Water Operating				
	Personal Services				
603-496-4101-000	Salaries - Storm	150,293.00	112,719.75	68,239.35	66,608.17
603-496-4102-000	Overtime - Storm	0.00	0.00	1,373.78	1,400.63
603-496-4108-000	Wellness Program	72.00	54.00	0.00	0.00
603-496-4121-000	PERA	11,272.00	8,454.00	5,593.35	5,100.89
603-496-4122-000	FICA Storm Water	11,497.00	8,622.75	5,179.88	5,088.04
603-496-4123-000	Def Comp Employer Contribution	145.00	108.75	0.00	101.49

Account Number	Description	Budget	YTD Budget	End Bal	One Year Prior Actual
603-496-4131-000	Health Insurance	7,819.00	5,864.25	2,684.31	2,551.77
603-496-4133-000	Life Insurance	466.00	349.50	175.18	166.38
603-496-4134-000	Dental Insurance	1,102.00	826.50	183.69	269.72
603-496-4151-000	Workers Compensation	12,719.00	9,539.25	11,637.00	3,869.00
	Personal Services	195,385.00	146,538.75	95,066.54	85,156.09
	Supplies				
603-496-4211-000	Maintenance Supplies-Storm	17,000.00	12,750.00	0.00	11,467.16
603-496-4212-000	Vehicle Fuel	4,000.00	3,000.00	0.00	0.00
603-496-4240-000	Small ToolsEquip-Storm	3,000.00	2,250.00	0.00	0.00
	Supplies	24,000.00	18,000.00	0.00	11,467.16
	Services & Charges				
603-496-4300-000	Professional Services-Storm	5,000.00	3,750.00	0.00	0.00
603-496-4304-000	Municipal Engineer	37,000.00	27,750.00	36,491.50	14,500.86
603-496-4321-000	Telephone-Storm	350.00	262.50	13.50	12.75
603-496-4322-000	Postage-Storm	955.00	716.25	841.05	764.41
603-496-4330-000	TravelTuition-Storm	1,700.00	1,275.00	500.00	637.48
603-496-4360-000	Insurance	40.00	30.00	60.00	14.00
603-496-4363-000	Auto Insurance	260.00	195.00	0.00	0.00
	Services & Charges	45,305.00	33,978.75	37,906.05	15,929.50
	Contractual Services				
603-496-4410-000	Contracted Services-Storm	227,000.00	170,250.00	166,580.49	11,454.16
603-496-4452-000	SubscriptionsDues-Storm	500.00	375.00	364.95	339.75
	Contractual Services	227,500.00	170,625.00	166,945.44	11,793.91
	Capital Outlay				
603-496-5000-000	Capital Outlay	44,280.00	33,210.00	0.00	0.00
	Capital Outlay	44,280.00	33,210.00	0.00	0.00
603	Storm Water Operating	536,470.00	402,352.50	299,918.03	124,346.66

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

STAFF ORIGINATOR: Meg Sawyer, Human Resources and Communications Manager

MEETING DATE: November 27, 2023

TOPIC: Consider Appointment of Part-Time Firefighter

VOTE REQUIRED: 3/5

INTRODUCTION

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

BACKGROUND

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

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

The starting wage for Schnackenberg will be \$23.88 per hour which is the Starting step for part-time firefighters.

With the Council's approval, Schnackenberg would start in the Part-Time Firefighter position on December 4, 2023.

RECOMMENDATION

Please approve the appointment of Ella Schnackenberg to the Part-Time Firefighter position.

ATTACHMENTS

None

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

STAFF ORIGINATOR: Meg Sawyer, Human Resources and Communications Manager

MEETING DATE: November 27, 2023

TOPIC: Consider Appointment of Part-Time Firefighter

VOTE REQUIRED: 3/5

INTRODUCTION

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

BACKGROUND

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

Sampey has four years of full-time fire experience in North Carolina. He has completed Firefighter 1 & 2 as well as Hazardous Materials training and certification.

The starting wage for Sampey will be \$25.21 per hour which is Step 2 for part-time firefighters.

With the Council's approval, Sampey would start in the Part-Time Firefighter position on December 4, 2023.

RECOMMENDATION

Please approve the appointment of Samuel Sampey to the Part-Time Firefighter position.

ATTACHMENTS

None

**CITY COUNCIL
REGULAR MEETING STAFF REPORT
AGENDA ITEM 4A**

STAFF ORIGINATOR: John Swenson, Public Safety Director

MEETING DATE: November 27, 2023

TOPIC: Donation of Seized Property

VOTE REQUIRED: 3/5

INTRODUCTION

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

BACKGROUND

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

Serial	Make	Model	Description
61802045323	UNKNOWN	UNKNOWN	SPRAY PAINTED RED
SD13A0610312	HYPER	SPINNER	BLACK W/ PEGS
TY21F016	HYPER	HAVOC	GREY / BLACK
C726433213C1	JCPENNEY	UNKNOWN	YELLOW
98TD616293	MAGNA	DOUBLE DEVIDE	SILVER - NO SEAT
UNKNOWN	SPECIALIZED	HARD ROCK	BLUE
SNXDS21L05771	SCHWINN	MOUNTAIN	SILVER / RED

RECOMMENDATION

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

ATTACHMENTS

None

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

STAFF ORIGINATOR: Michael Grochala, Community Development Director

MEETING DATE: November 27, 2023

TOPIC: Consider Resolution 23-125 Supporting Local Road Improvement Program Grant Application, Otter Lake Road Improvements

VOTE REQUIRED: 3/5

INTRODUCTION

Staff is requesting City Council consideration to support a Local Road Improvement Program grant application for the extension of Otter Lake Road.

BACKGROUND

The extension of Otter Lake Road, north of Main Street, is identified in the City's 2040 Comprehensive Plan as an arterial roadway providing access to the City's commercial and industrial corridor along I-35E. Planning for the corridor has been underway since the late 2000's. The City completed the Otter Lake Road Master Plan in December of 2022. The plan identified a preferred alignment for the roadway connecting to 24th Avenue.

The City Council authorized the preparation of plans and specifications on August 14, 2023 for Phase 1, linking Otter Lake Road to 24th Avenue/Elmcrest. The project is proposed for construction in 2025. The estimated cost, included in the City's Capital Improvement Plan, is \$8.4 million for road, utilities and stormwater management improvements.

As part of project development, staff is evaluating potential outside funding sources. The Minnesota Department of Transportation (MnDOT) administers the Local Road Improvement Program (LRIP). This program provides funding assistance to local agencies for construction, reconstruction, or reconditioning projects. The maximum grant amount is \$1.5 million.

The grant application requires a supporting resolution from the local government submitting the application. Staff is also expecting letters of support from adjacent communities along with Anoka and Washington Counties.

RECOMMENDATION

Staff is recommending approval of Resolution No. 23-125.

ATTACHMENTS

1. Resolution No. 23-125.
2. Otter Lake Road Preliminary layout

**CITY OF LINO LAKES
RESOLUTION NO. 23-125**

**SUPPORT FOR LOCAL ROAD IMPROVEMENT
PROGRAM GRANT APPLICATION**

WHEREAS, the City of Lino Lakes has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for Local Road Improvement; and

WHEREAS, the Commissioner of Transportation has given notice that \$102.967 million in Local Road Improvement Program (LRIP) funding is available, with a cap of \$1.5 million for each project; and

WHEREAS, LRIP funds can be used on reasonable elements associated with roadway construction however other costs, including but not limited to: consultant engineering and inspection, utility construction, as well as construction costs above the LRIP award will need to have alternate funding sources; and

WHEREAS, the extension of Otter Lake Road between County State Aid Highway (CSAH) 14/Main St and 24th Ave N/Elmcrest Ave (hereafter referred to as “the project”) is identified in the City of Lino Lakes 2040 Comprehensive Plan and Anoka County 2040 Transportation Plan; and

WHEREAS, the project is included in the I-35E Corridor Final Alternative Urban Areawide Review (AUAR), which was last updated in 2020; and

WHEREAS, the project is included in the Metropolitan Council’s functional classification map as a planned major collector; and

WHEREAS, post-2040 traffic volumes are projected to increase to 11,100 on Otter Lake Rd south of CSAH 14 and to 10,000 on 24th Ave N north of the project area; and

WHEREAS, the project will extend Otter Lake Rd to the north and create a frontage road system of major collector roadways parallel to I-35E to manage traffic and support anticipated development; and

WHEREAS, the project will allow for full access across CSAH 14 that is not provided by the adjacent north-south roadways on the east side of I-35E; and

WHEREAS, the project will further the city’s economic development efforts along I-35E, including supporting the Minnesota Technology Corridor; and

WHEREAS, the project is a route of regional significance due to its inclusion in economic development plans and connection to CSAH 14 and I-35E; and

WHEREAS, the project will benefit the residents of Lino Lakes and Hugo in the counties of Anoka and Washington, respectively.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Lino Lakes, Minnesota that the City supports the construction of the project, agrees to maintain such improvements, and supports submittal of the LRIP grant application.

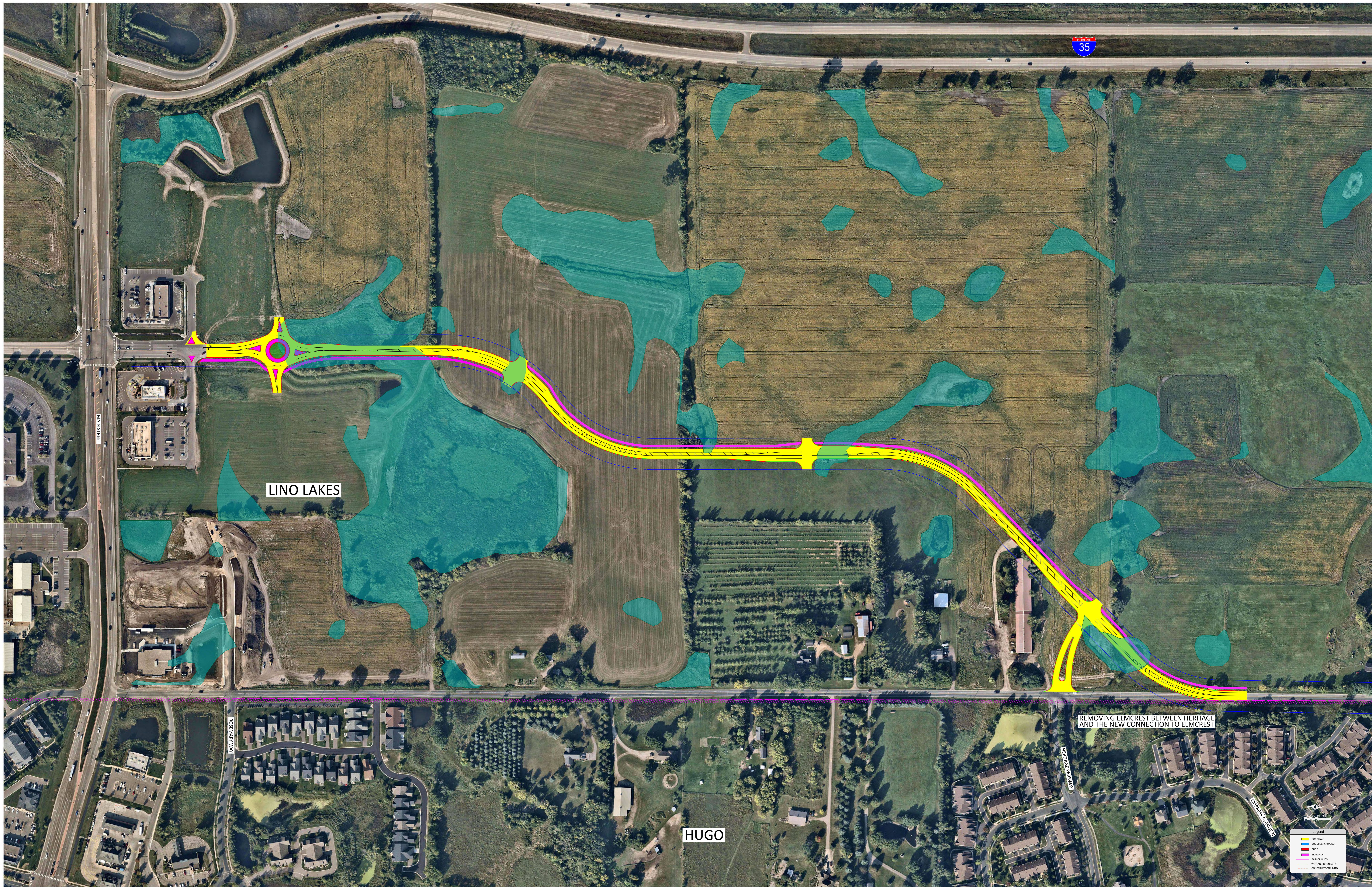
BE IT FURTHER RESOLVED that the City of Lino Lakes does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.52 and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the project but not required. The proper city officers are authorized to execute a grant agreement and any amendments thereto with the Commissioner of Transportation concerning the above-referenced grant.

Adopted by the City Council of the City of Lino Lakes this 27th day of November, 2023.

Rob Rafferty, Mayor

ATTEST:

Jolleen Chaika, City Clerk



LINO LAKES

HUGO

REMOVING ELMCREST BETWEEN HERITAGE AND THE NEW CONNECTION TO ELMCREST

Legend

- ROADWAY
- SHOULDER (PROV)
- CURB
- SIDEWALK
- FENCE LINES
- WETLAND BOUNDARY
- CONSTRUCTION LIMITS

**CITY COUNCIL
REGULAR MEETING STAFF REPORT
AGENDA ITEM 9A**

STAFF ORIGINATOR: Michael Grochala, Community Development Director

MEETING DATE: November 27, 2023

TOPIC: Closed Session of the City Council under Minn. Stat. 13D05, Attorney-Client Privilege to discuss pending litigation related to Aqueous Film Forming Foams Product Liability Litigation

VOTE REQUIRED: 3/5

INTRODUCTION

Staff is requesting the City Council to close the meeting to meet with its attorney regarding the City's options in the case of In re: Aqueous Film Forming Foams Product Liability Litigation, Court File MDL No. 18-mn-2873, of which the City has been identified as a potential class settlement member.

BACKGROUND

This fall, many public drinking water systems in Minnesota received notice of class action settlements related to PFAS (perfluoroalkyl and polyfluoroalkyl substances, often described as forever chemicals) alleged to be caused by 3M and DuPont products.

The Settlement Class consists of each of the following:

- (a) All Public Water Systems in the United States of America that draw or otherwise collect from any Water Source that, on or before June 30, 2023, was tested or otherwise analyzed for PFAS and found to contain any PFAS at any level;

AND

- (b) All Public Water Systems in the United States of America that, as of June 30, 2023, are (i) subject to the monitoring rules set forth in UCMR 5 (i.e., "large" systems serving more than 10,000 people and "small" systems serving between 3,300 and 10,000 people), or (ii) required under applicable state or federal law to test or otherwise analyze any of their Water Sources or the water they provide for PFAS before the UCMR 5 Deadline.

Lino Lakes, along with approximately 218 Minnesota public drinking water systems, was identified as a potential class member. Based on the definition of the Settlement Class, public water systems that contain any level of PFAS may be included in the Settlement Class along with public water systems that do not have any PFAS but are required to undergo PFAS testing under the UCMR 5 Deadline.

The City's drinking water meets all Safe Drinking Water Act standards; and trace amounts of PFAS detected are significantly below current Minnesota Department of Health (MDH) health-based guidance values.

RECOMMENDATION

Staff is requesting that the meeting be closed pursuant to Minn. Stat. Sec. 13D.05, Subd. 3(b) to meet with the City Attorney to discuss options regarding the case.

ATTACHMENTS

None.