



CITY COUNCIL AGENDA

Monday, June 9, 2025

Broadcast on Cable TV Channel 16
and northmetrotv.com/lino-lakes-stream

Mayor Rafferty, Councilmembers Cavegn, Lyden, Ruhland and Stoesz
Interim City Administrator: Dave Pecchia

CITY COUNCIL WORK SESSION, 6:00 P.M. **Community Room (not televised)**

- A. Call to Order and Roll Call
- B. Setting the Agenda: Addition or Deletion of Agenda Items
- C. Administration Update
- D. Review Regular Agenda
- E. Adjournment

CITY COUNCIL MEETING, 6:30 PM **Council Chambers (televised)**

- Call to Order and Roll Call
- Pledge of Allegiance
- Public Comment (*sign-in prior to start of meeting per Rules of Decorum*)
- Setting the Agenda: Addition or Deletion of Agenda Items

1. Consent Agenda

- A. Approval of Expenditures for June 9, 2025 (Check No. 122884 through 122971) in the Amount of \$3,606,090.06
- B. Approval of May 27, 2025, City Council Work Session Minutes
- C. Approval of May 27, 2025, City Council Meeting Minutes
- D. Approval of June 2, 2025, City Council Work Session Minutes
- E. Monetary Limits on Municipal Tort Liability

- F. Acceptance of the 2024 Audit Report
- G. Approving Resolution No. 25-84, Approving 2025-2026 Business License Renewal Applications

2. Finance Department Report

3. Administration Department Report

- A. Consider Appointment of Public Works Maintenance Worker, Meg Sawyer

4. Police Department Report

- A. Police Department Retention and Recruitment Plan, Curt Boehme

5. Fire Department Report

- A. Consider Approval to Prepare an Application for a Staffing For Adequate Fire and Emergency Response (SAFER) Grant, Dan L'Allier
- B. Consider Approval for Renovations at Fire Stations 1 & 2, Dan L'Allier
- C. Consider Approval to Allow Staff to Research Alternative Apparatus and Evaluate Additional Equipment and Gear Needed, Dan L'Allier

6. Public Services Department Report

7. Community Development Report

- A. Wilkinson Waters Addition, Katie Larson
 - i. Consider 2nd Reading of Ordinance No. 10-25 Approving Zoning Ordinance Map Amendment (Rezoning) from R, Rural to PUD, Planned Unit Development
 - ii. Consider Resolution No. 25-79 Approving Summary Publication of Ordinance No. 10-25
 - iii. Consider Resolution No. 25-80 Approving Grading Agreement
- B. Consider Resolution No. 25-77 Approving Java Lino Lakes 2nd Addition Preliminary Plat, Katie Larsen
- C. Linda Avenue Addition, Katie Larsen
 - i. Consider Resolution No. 25-81 Approving Final Plat

ii. Consider Resolution No. 25-82 Approving Development Agreement

- D. Consider Resolution No. 25-78 Approving Clearwater Commons Preliminary Plat, Katie Larsen
- E. Consider 1st Reading of Ordinance No. 11-25, Vacating drainage and utility easement on Outlot A, Alino Addition, Diane Hankee
- F. Consider Resolution No. 25-85, Accepting Quote for Test Well No. 7B Grading, Diane Hankee
- G. Public Works Building Improvements, Michael Grochala
 - i. Consider Resolution No. 25-67, Approving Professional Services Contract with RJM Construction, Construction Manager as Agent
 - ii. Consider Resolution No. 25-73, Approving Amendment to Professional Services Contract with Oertel Architects, Civil Engineering and Survey Services
- H. Consider Resolution No. 25-83, Authorize Professional Services Agreement of Plans and Specs, Shenandoah Park Water Quality Project, Tom Hoffman

8. Unfinished Business

9. New Business

10. Notices and Communications

- Planning & Zoning Board Meeting, June 11th at 6:30 p.m., in the Council Chambers.

ADJOURNMENT



Expenditures

June 9, 2025

Check #122884 to #122971

\$3,606,090.06

Significant Disbursements this Period:

- Staab Construction Corporation - \$2,852,878.50 – Water Treatment Plant
PV #10 & #11

CHECK REGISTER FOR CITY OF LINO LAKES

CHECK NUMBER 122884 - 122971

- CHECK TYPE: PAPER CHECK

Check Date	Check	Vendor Name	Description	Amount
Bank CKING POOLED CHECKING				
05/23/2025	122884	CENTRAL PENSION FUND	Remittance Check	7,167.60
05/23/2025	122885	NCPERS GROUP LIFE INSURANCE	Remittance Check	336.00
05/27/2025	122886	KILLMER ELECTRIC COMPANY, INC	49/CRJ DECORATIVE LIGHTING	128,103.60
06/09/2025	122887	ADVANCED FIRST AID INC.	AED'S (2) AND CABINET	3,501.00
06/09/2025	122888	ALLIED OIL & TIRE COMPANY	55 GALLONS OF 5W40 DIESEL ENGINE OIL	955.90
06/09/2025	122889	AMERICAN ENGINEERING TESTING, ASBESTOS & REGULATED WASTE INSPECTION		1,170.00
06/09/2025	122890	ANOKA COUNTY PROPERTY RECORDS	2025 NEARMAP AERIAL IMAGERY	1,000.00
06/09/2025	122891	ASPEN MILLS, INC.	UNIFORM ALLOWANCE - A. NG	173.80
			UNIFORM ALLOWANCE - W. OWENS	90.80
			DEPT EXP - J. JOHNSON	78.70
			UNIFORM ALLOWANCE - C. BOEHME	129.60
			DEPT EXP - K. MCKINNEY	1,988.57
			UNIFORM ALLOWANCE - K. TRACY	101.90
				<hr/> 2,563.37
06/09/2025	122892	CENTERPOINT ENERGY	NATURAL GAS	1,305.63
06/09/2025	122893	CENTRAL ROOFING COMPANY	ROOF REPAIR	3,980.00
06/09/2025	122894	CINTAS CORPORATION	MATS AND SHOP TOWELS	560.68
06/09/2025	122895	CITY OF HUGO	HUGO BLDG INSPECTOR 5/28/2025	288.64
06/09/2025	122896	CITY OF ST. PAUL	ASPHALT	1,397.11
06/09/2025	122897	COMCAST	PHONE & INTERNET SERVICES	413.16
06/09/2025	122898	CORE & MAIN LP	1" METERS, HORNS AND SWIVELS	10,081.03
06/09/2025	122899	CROWN MARKING, INC.	EMPLOYEE NAME PLATES (7)	219.12
			NAME PLATE - M. PERSONS	37.73
				<hr/> 256.85
06/09/2025	122900	DATA PRACTICES OFFICE	TUITION - J. BOYD	250.00
06/09/2025	122901	DAVE PERKINS CONTRACTING, INC	WATER MAIN REPAIR - 6471 KINGFISHER CT	9,462.00
06/09/2025	122902	DELL MARKETING LP	COMPUTER & DOCKING STATION - A. TURNER	1,436.11
			MONITORS (4), KEYBOARD/MOUSE (5) & MONI	1,842.81
			DOCKING STATION (3)	967.47
				<hr/> 4,246.39
06/09/2025	122903	EARL F. ANDERSEN	NO OUTLET SIGNS & STREET NAME SPINDLES/	715.55
06/09/2025	122904	EHLERS AND ASSOCIATES	APRIL HOURLY SERVICES - K. HORN	32,062.50
06/09/2025	122905	EMERGENCY APPARATUS MAINTENAN	REPAIR WINDOW MECHANISM #625	768.11
			REPAIR PUMP LINKAGE #629	50.16
				<hr/> 818.27
06/09/2025	122906	ENDURANCE FITNESS OF MN, LLC	MONTHLY FEE	11,665.00
06/09/2025	122907	FACTORY MOTOR PARTS COMPANY	22" WIPER BLADES (STOCK)	93.12
			FUEL FILTER #510	39.63
			STOCK FILTERS	17.68
			STOCK FILTERS	257.10
			STOCK FILTERS	87.22

CHECK REGISTER FOR CITY OF LINO LAKES

CHECK NUMBER 122884 - 122971

- CHECK TYPE: PAPER CHECK

Check Date	Check	Vendor Name	Description	Amount
Bank CKING POOLED CHECKING				
			STOCK 75W140 GEAR OIL	71.76
				<u>566.51</u>
06/09/2025	122908	FIDELITY SECURITY LIFE INSURA	JUNE VISION INSURANCE	182.01
06/09/2025	122909	FOREST LAKE CONTRACTING, INC.	ROUNABOUT LIGHTING SYSTEM REPAIR BIRCH	12,501.20
06/09/2025	122910	FRATTALLONES HARDWARE & GARDE	BATTERIES FOR FLASHING BARRICADES	34.98
06/09/2025	122911	GDO LAW	JUNE PROSECUTOR CONTRACT	8,750.00
			MAY FORFEITURES	10.50
				<u>8,760.50</u>
06/09/2025	122912	GEARGRID CORPORATION	SHELVING & PAINT	1,858.00
06/09/2025	122913	GRAINGER	LASER LEVEL TRIPOD	58.94
			LOCTITE RETAINING COMPOUND #413	28.91
				<u>87.85</u>
06/09/2025	122914	HAUGO GEO TECHNICAL SERVICES, 2025 STREET	MATERIAL TESTING	1,923.00
06/09/2025	122915	HAWKINS, INC.	WATER TREATMENT CHEMICALS	9,570.47
06/09/2025	122916	IMAGE PRINTING & GRAPHICS, IN	CRIME VICTIMS RIGHTS & SERVICES CARDS	80.17
06/09/2025	122917	IMPERIAL DADE	LAUNDRY SOFTENER	127.88
			CIRCUIT BREAKER SWITCH	32.51
			URINAL SCREENS & SWIFER REFILLS	73.29
			TOILET BOWL CLEANER	84.92
			TOILET BOWL CLEANER & HAND TOWELS	286.04
			JANITORIAL SUPPLIES	95.04
				<u>699.68</u>
06/09/2025	122918	IMS ALLIANCE	DEPT EXP - NAME TAGS (12)	34.45
06/09/2025	122919	INFINITE HEALTH COLLABORATIVE	FIRE WELLNESS PROGRAM - AFG GRANT REIMB	3,780.00
06/09/2025	122920	INNOVATIVE OFFICE SOLUTIONS L	PAPER & POST IT NOTES	395.62
06/09/2025	122921	INSTITUTE FOR ENVIRONMENTAL A	CITY HALL INDOOR AIR QUALITY ASSESSMENT	1,675.00
06/09/2025	122922	ISAAC SIMON	UNIFORM ALLOWANCE - I. SIMON	90.34
06/09/2025	122923	KIMLEY-HORN AND ASSOCIATES, I	NW MAIN MASTER PLAN & AUAR - APRIL	63,742.24
06/09/2025	122924	KJOLHAUG ENVIRONMENTAL SERVIC	PUBLIC WORKS WETLAND DELINEATION	1,965.20
06/09/2025	122925	L.T.G. POWER EQUIPMENT	BELTS & FILTERS #511	368.07
06/09/2025	122926	LEAGUE OF MINNESOTA CITIES	LMC CLERK TRAINING	55.00
			TUITION - R. COLOTTI	15.00
				<u>70.00</u>
06/09/2025	122927	LRS	TOILET RENTAL - WATERMARK PARK	65.00
			TOILET RENTAL - BIRCH PARK	65.00
			TOILET RENTAL - CITY HALL PARK	65.00
			TOILET RENTAL - CLEARWATER CREEK	65.00
			TOILET RENTAL - HIGHLAND MEADOWS	65.00

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Check Date	Check	Vendor Name	Description	Amount
Bank CKING POOLED CHECKING				
			TOILET RENTAL - LINO PARK	65.00
			TOILET RENTAL - MARSHAN PARK	65.00
			TOILET RENTAL - SUNRISE PARK	65.00
			TOILET RENTAL - TOWER PARK	65.00
				<u>585.00</u>
06/09/2025	122928	MACQUEEN EQUIPMENT, INC.	MANHOLE HOSE ROLLER	294.18
			DEPT EXP - FIRE BOOTS (5)	3,089.80
			DEPT EXP - FIRE BOOTS	623.12
			DEPT EXP - NAME & NUMBER PATCHES	1,296.00
			HYDRAULIC VALVE BLOCK #252	1,203.20
				<u>6,506.30</u>
06/09/2025	122929	MANSFIELD OIL COMPANY	2,200 GALLONS OF GASOLINE, 1,550 GALLON	10,891.33
06/09/2025	122930	MCFOA REGION IV	TUITION - R. COLOTTI	30.00
06/09/2025	122931	MENARDS - BLAINE	HARDWARE FOR BACKRACK INSTALLATION #517	3.78
06/09/2025	122932	MENARDS - FOREST LAKE	2 METRIC HEX NUTS #200	2.53
06/09/2025	122933	MET COUNCIL ENVIRONMENTAL SER	JULY WASTE WATER SERVICES	112,082.94
06/09/2025	122934	METRO SALES INCORPORATED	PUBLIC WORKS COPIER	117.69
			CITY HALL COPY ROOM COPIER	693.48
			PD COPIER CONTRACT	36.00
			CITY HALL CD COPIER	182.99
				<u>1,030.16</u>
06/09/2025	122935	METRO-INET	JUNE IT SERVICES	29,240.00
06/09/2025	122936	MIDWAY FORD COMPANY	FRONT LOCKING HUB #262	161.70
			UTILITIES TRUCK #517	66,069.28
			REPLACE EXPANSION VALVE (A/C) #314	1,581.11
				<u>67,812.09</u>
06/09/2025	122937	MIKE ROWE	MILEAGE REIMBURSEMENT	93.38
06/09/2025	122938	MILLS AFTERMARKET ACCESSORIES	TOOLBOX #517	972.95
06/09/2025	122939	MINNESOTA PETROLEUM SERVICE	(25) FUEL CHIP KEYS (ENCODED)	391.00
06/09/2025	122940	MN FIRE SERVICE CERTIFICATION	FIRE I EXAM - CROOKS, LADOUER, SCHMIDT	524.00
06/09/2025	122941	MN STRIPES INC.	PARKING LOT STRIPING AT ROOKERY	1,250.00
			PARKING LOT STRIPING AT CITY HALL	700.00
				<u>1,950.00</u>
06/09/2025	122942	NAC MECHANICAL & ELECTRICAL	ANNUAL PM - BACKFLOW AND AC UNITS	4,950.00
			ANNUAL PM - BACKFLOW AND AC UNITS	1,600.00
				<u>6,550.00</u>
06/09/2025	122943	NORTHDALE CONSTRUCTION COMPAN	2025 MARKET PLACE DRIVE REALIGNMENT PRO	57,702.42

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Bank CKING POOLED CHECKING				
06/09/2025	122944	O'REILLY AUTOMOTIVE STORES	TIE ROD END #510	74.69
			DECK BELT FOR PROGRESSIVE MOWER #409	22.14
				96.83
06/09/2025	122945	PAVEMENT RESOURCES	ASPHALT CRACK SEALING	10,200.00
06/09/2025	122946	PHILIP'S TREE CARE, LLC.	PRE-EMERGENT FERTILIZER APPLICATION	829.68
06/09/2025	122947	PLANT & FLANGED EQUIPMENT CO.	WELL 5 - AIR RELEASE VALVE	1,868.23
06/09/2025	122948	PLAYPOWER LT FARMINGTON, INC.	BEHMS PARK PLAYGROUND REPLACEMENT	78,943.00
06/09/2025	122949	PRECISE MRM LLC	CELLULAR DATA FOR GPS	160.00
06/09/2025	122950	PRESS PUBLICATIONS, INC.	PHN VACATE STREET EASEMENT ALINO ADDITI	101.36
			PHN ERICKSON PROPERTY	50.68
			PHN PHELPS ROAD STOCKPILE	44.35
				196.39
06/09/2025	122951	REDPATH AND COMPANY LLC	2024 AUDIT PROGRESS BILLING - FINAL	11,500.00
06/09/2025	122952	RENEWAL BY ANDERSEN	OVERPAYMENT FOR PERMIT P2025-0442	7.00
06/09/2025	122953	SAFETY-KLEEN SYSTEMS, INC.	SOLVENT	50.42
06/09/2025	122954	SCR	CLEAN CT FOR COMPRESSOR 1	140.00
06/09/2025	122955	SHELBY BONCZEK	TUITION REIMBURSEMENT	2,000.00
06/09/2025	122956	SHI INTERNATIONAL CORP	DOCKING STATION (2)	802.00
06/09/2025	122957	STAAB CONSTRUCTION CORPORATIO	WATER TREATMENT PLANT	1,691,525.35
06/09/2025	122958	STAAB CONSTRUCTION CORPORATIO	WATER TREATMENT PLANT	1,161,353.15
06/09/2025	122959	STANDARD INSURANCE COMPANY	LIFE & DISABILITY INSURANCE PREMIUMS	2,495.80
06/09/2025	122960	Starry, Shannon	REFUND OF \$7.00 FROM INV #704	7.00
06/09/2025	122961	STEPP MANUFACTURING CO. INC.	NOZZLE/COUPLING FOR TACK APPLICATOR	62.00
06/09/2025	122962	STREICHER'S, INC.	UNIFORM ALLOWANCE - K. SINNA	36.99
06/09/2025	122963	STREICHER'S, INC.	UNIFORM ALLLOWANCE - B. PETRIE	343.97
06/09/2025	122964	SUNSET LAW ENFORCEMENT	TRAINING AMMUNITION	288.00
06/09/2025	122965	T-MOBILE USA INC	CELL PHONES & WI-FI	798.60
06/09/2025	122966	TACTICAL SOLUTIONS	RADAR FOR SQUAD	2,009.50
06/09/2025	122967	TASC - CLIENT INVOICES	ADMIN FEES MAY 2025	80.40
06/09/2025	122968	TRANSWEST TRUCK ST. MICHAEL	R&R FRONT LEAF SPRINGS, REPAIR REAR BRA	10,116.17
06/09/2025	122969	TRI-STATE BOBCAT, INC.	FUEL & HYD FILTERS, OIL FILTER #419	260.50
06/09/2025	122970	VERITONE, INC.	REDACTION APPLICATION ANNUAL SUBSCRIPTI	2,400.00
06/09/2025	122971	ZIEGLER, INC.	MINI EXCAVATOR RENTAL - STORM WATER MAI	390.00
			HYDRAULIC HOSE #419	75.63
				465.63
CKING TOTALS:				
Total of 88 Checks:				3,606,090.06
Less 0 Void Checks:				0.00
Total of 88 Disbursements:				3,606,090.06



Electronic Funds Transfer
MN Statute 471.38 Subd. 3

Council Meeting June 9, 2025

Transfer In/(Out)

5/23/2025 Payroll #11	(230,068.84)
5/23/2025 Payroll #11 Federal Deposit	(64,165.99)
5/23/2025 Payroll #11 PERA	(62,003.35)
5/23/2025 Payroll #11 State	(14,747.09)
5/23/2025 Payroll #11 Child Support	(335.13)
5/23/2025 Payroll #11 H.S.A. Bank Pretax	(4,214.99)
5/23/2025 Payroll #11 TASC Pretax	(1,031.06)
5/23/2025 Payroll #11 Mission Sq 457 Def. Comp #301596	(1,950.00)
5/23/2025 Payroll #11 Mission Sq Roth IRA #706155	(669.23)
5/23/2025 Payroll #11 MSRS HCSP #98946-01	(13,998.08)
5/23/2025 Payroll #11 MSRS Def. Comp #98945-01	(2,405.00)
5/23/2025 Payroll #11 MSRS Roth IRA #98945-01	(1,064.00)
5/28/2025 Building Permit Surcharge	(1,330.16)

**Lino Lakes City Council
Work Session
Minutes**

DATE: May 27, 2025
TIME STARTED: 6:00 P.M.
TIME ENDED: 6:25 P.M.
LOCATION: Community Room
MEMBERS PRESENT: Mayor Rafferty Councilmembers Cavegn, Lyden and Stoesz
MEMBERS EXCUSED ABSENT: Councilmember Ruhland

Staff Members Present: Interim City Administrator Dave Pecchia, City Clerk Roberta Colotti, Interim Finance Director Kelly Horn, Community Development Director Michael Grochala, City Planner Katie Larsen, City Engineer Diane Hankee, Environmental Specialist Tom Hoffman, Chief of Police Curt Boehme, and Fire Chief Dan L’Allier.

1. Call to Order and Roll Call

Mayor Rafferty called the meeting to order at 6:00 p.m.

2. Setting the Agenda: Addition or Deletion of Agenda Items

The agenda was adopted as presented.

3. Municipal Cannabis Retail Store

Mayor Rafferty introduced the topic of a municipal cannabis retail store. He stated that other area cities are pursuing a state license to operate a municipal cannabis retail store. He stated that there was a recent *Star Tribune* article featuring the cities that have announced that they are working on building a municipal cannabis retail store. He stated that at this time he is just asking the question, could this business revenue lessen the burden on taxpayers. He asked if there was interest by the Council in scheduling this item for further discussion at a future meeting? He also questioned, if this made sense when the City does not have a municipal liquor store as some of the other communities that are pursuing a municipal cannabis retail store do.

Mayor Rafferty stated that it has been reported that the City of Anoka is going to build a new cannabis retail store, and he reviewed the estimated revenue from that store.

Councilmember Lyden asked how many licenses were permitted in Lino Lakes.

The Community Development Director stated that based on the current population, two private businesses are permitted plus a municipal store. He stated that the City is allowed to get a retail license from the state.

Mayor Rafferty highlighted that unlike other types of businesses, there will only be three retail cannabis stores, based on the current population numbers.

Councilmember Cavegn stated that by law the city must allow cannabis retail stores. He stated that as a result, he would support reviewing the topic of a municipal cannabis retail store, as a source of revenue.

Mayor Rafferty suggested that the city hire a consultant to develop a business plan and market analysis, as other area cities have done.

Councilmember Lyden asked which zoning districts allowed for retail cannabis stores.

The Community Development Director stated that they were allowed in NB, LB, and GB Commercial Zoning Districts.

Councilmember Stoesz stated that cities have core services, and he does not believe a cannabis retail store is one of them. The Council can review the topic; however, he does not support building a municipal cannabis retail store and will therefore vote against the development.

Mayor Rafferty requested that staff bring this matter back a future work session, and if possible, at the June 2nd meeting.

The City Administrator stated that staff will review the list of possible consultants.

The Chief of Police stated that he believed the State application process for the first round of applications had closed.

The City Administrator stated that staff would review the State regulations for licensure.

4. Administration Update

The Interim City Administrator provided the following updates.

- The City Administrator reviewed the timeline for completing the cyber security training.
- The City Administrator reviewed the status of the hiring process for the Finance Director, Office Specialist, Community Development Specialist, Building Inspector, Parks Maintenance, Utilities, Police and Fire Department positions.

The City Administrator asked if there was interest in preparing a Strategic Plan in coordination with the 5-Year Budget. He suggested that if there was interest that a consultant be hired to facilitate the Strategic Plan discussion.

Mayor Rafferty asked if there was a way to incorporate public feedback into the Strategic Planning process.

The City Administrator confirmed that there were options available to incorporate public feedback into the planning process.

Council Consensus

It was the consensus of the City Council to support preparing a Strategic Plan in coordination with the 5-Year Budget, and to schedule this for further discussion at a future work session.

It was noted that the new City Administrator would be onboard soon and would be part of this Strategic Planning process.

5. Review Regular Agenda

The City Council reviewed the regular agenda.

6. Adjournment

Mayor Rafferty adjourned the meeting at 6:25 p.m.

These minutes were approved at the regular Council Meeting on June 9, 2025.

Roberta Colotti, CMC
City Clerk

Rob Rafferty,
Mayor

**LINO LAKES CITY COUNCIL
REGULAR MEETING
MINUTES**

DATE: May 27, 2025
TIME STARTED: 6:30 PM
TIME ENDED: 8:15 PM
LOCATION: City Council Chambers
MEMBERS PRESENT: Mayor Rafferty, Councilmembers Cavegn, Lyden, and Stoesz
MEMBERS EXCUSED ABSENT: Councilmember Ruhland

Staff Members Present: Interim City Administrator Dave Pecchia, City Clerk Roberta Colotti, Interim Finance Director Kelly Horn, Community Development Director Michael Grochala, City Planner Katie Larsen, City Engineer Diane Hankee, Environmental Specialist Tom Hoffman, Chief of Police Curt Boehme, and Fire Chief Dan L’Allier.

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

Mayor Rafferty provided an overview of the Rules of Decorum.

PUBLIC COMMENT

Mayor Rafferty opened the public comment period at 6:33 p.m.

The City Clerk stated that Catherine Decker, 614 Pine Street, Lino Lakes submitted a letter for public comment. This was in follow up to her May 12, 2025 letter regarding the Natures Refuge North proposed development. Ms. Decker stated that she strongly opposed the re-zoning from R-X to PUD and the grading approval that would pave the way for irreversible environmental and community damage, without compromise, credibility or honest public engagement. Ms. Decker referenced another letter submitted at the May 12th meeting by 18 nearby residents in opposition to the project, noting that according to ICMA data that represents up to 1,800 silent opponents. She reviewed the wildlife and natural resources within the project area. She stated that the narrative that the development will be for those 55+, which would have a lower impact on traffic, is false as there are not any legal restrictions to require buyers to be 55+. She stated that there is still time to pivot to a better plan – one that doesn’t make Natures Refuge North stick out like a sore thumb. A development that reflects its surroundings, not steamrolls them. She stated that she had previously proposed this project include one-acre minimum lots, similar to the neighborhoods on all sides. Alternatively, if the City is unwilling to amend the lot sizes, then proceeding with Phase 1 only and abandoning Phase 2 would bring the overall density closer to being in line with what residents have called for and would also abandon the connection to Andall Street, resolving yet even more concerns. This would be a meaningful compromise that could address many of the concerns raised by residents in Arena Acres, Nature’s Refuge, and Pine Street alike. She concluded her letter by stated if resources truly aren’t a concern for this development, then why is the city enforcing a water restriction starting May 15th.

Motion to close the public comment period at 6:37 p.m.

RESULT:	CARRIED [4-0]
MOVER:	Stoesz
SECONDER:	Lyden
AYES:	Rafferty, Cavegn, Lyden and Stoesz
NAYS:	None

SETTING THE AGENDA

The agenda was adopted as presented.

SPECIAL PRESENTATIONS

Mayor Rafferty presented a Certificate of Recognition to Kyler Nielson for outstanding achievement and exception leadership ability as evidenced by his attainment of Eagle Scout.

1. CONSENT AGENDA

Motion to Approve Consent Agenda Items 1A through 1J as presented.

RESULT:	CARRIED [4-0]
MOVER:	Stoesz
SECONDER:	Lyden
AYES:	Rafferty, Cavegn, Lyden and Stoesz
NAYS:	None

2. FINANCE DEPARTMENT REPORT

A. 1st Quarter Financial Report

The Finance Director provided the 1st Quarter Financial Report.

Motion to accept the 1st Quarter Financial Report for Filing.

RESULT:	CARRIED [4-0]
MOVER:	Cavegn
SECONDER:	Stoesz
AYES:	Rafferty, Cavegn, Lyden and Stoesz
NAYS:	None

B. Resolution No. 25-71 G.O. Bonds, Series 2025A

Keith Dahl, Ehlers Municipal Advisor, provided an overview of the bond rating process and bond sale.

Motion to adopt Resolution No. 25-71, Authorizing the sale of \$8,665,000 G.O. Bonds, Series 205A.

RESULT:	CARRIED [4-0]
MOVER:	Lyden
SECONDER:	Cavegn
AYES:	Rafferty, Cavegn, Lyden and Stoesz
NAYS:	None

3. ADMINISTRATION DEPARTMENT REPORT

A. Ordinance No. 06-25, Repealing City Code Chapter 208: Public Safety

Motion to dispense with the full reading of Ordinance No. 06-25, Repealing City Code Chapter 208: Public Safety.

RESULT:	CARRIED [4-0]
MOVER:	Cavegn
SECONDER:	Lyden
AYES:	Rafferty, Cavegn, Lyden and Stoesz
NAYS:	None

Motion to provide second reading and adopt Ordinance No. 06-25, Repealing City Code Chapter 208: Public Safety.

RESULT:	CARRIED [4-0]
MOVER:	Cavegn
SECONDER:	Lyden
AYES:	Rafferty, Cavegn, Lyden and Stoesz
NAYS:	None
Roll Call Vote	

B. Ordinance No. 07-25, Providing for a Police Department

Motion to dispense with the full reading of Ordinance No. 07-25, Providing for a Police Department.

RESULT:	CARRIED [4-0]
MOVER:	Cavegn
SECONDER:	Stoesz
AYES:	Rafferty, Cavegn, Lyden and Stoesz
NAYS:	None

Motion to provide second reading and adopt Ordinance No. 07-25, Providing for a Police Department.

RESULT:	CARRIED [4-0]
MOVER:	Stoesz
SECONDER:	Cavegn
AYES:	Rafferty, Cavegn, Lyden and Stoesz
NAYS:	None
Roll Call Vote	

C. Ordinance No. 08-25, Providing for a Fire Department

Motion to dispense with the full reading of Ordinance No. 08-25, Providing for a Fire Department.

RESULT:	CARRIED [4-0]
MOVER:	Lyden
SECONDER:	Cavegn
AYES:	Rafferty, Cavegn, Lyden and Stoesz
NAYS:	None

Motion to provide second reading and adopt Ordinance No. 08-25, Providing for a Fire Department.

RESULT:	CARRIED [4-0]
MOVER:	Cavegn
SECONDER:	Lyden
AYES:	Rafferty, Cavegn, Lyden and Stoesz
NAYS:	None
Roll Call Vote	

4. POLICE DEPARTMENT REPORT

None

5. FIRE DEPARTMENT REPORT

None

6. PUBLIC SERVICES DEPARTMENT REPORT

None

7. COMMUNITY DEVELOPMENT REPORT

A. Wilkinson Waters Addition

i. Resolution No. 25-64, Approving Comprehensive Plan Amendment.

Motion to adopt Resolution No. 25-64 Approving Comprehensive Plan Amendment.

RESULT:	CARRIED [4-0 or 4/5th Vote]
MOVER:	Stoesz
SECONDER:	Cavegn
AYES:	Rafferty, Cavegn, Lyden and Stoesz
NAYS:	None
ABSENT:	Councilmember Ruhland

ii. Ordinance No. 10-25, Rezoning Property from R, Rural, to PUD, Planned Unit Development.

Motion to dispense with the full reading of Ordinance No. 10-25 Rezoning Property from R, Rural to PUD, Planned Unit Development.

RESULT:	CARRIED [4-0]
MOVER:	Stoesz
SECONDER:	Cavegn
AYES:	Rafferty, Cavegn, Lyden and Stoesz
NAYS:	None

Motion to provide first reading to Ordinance No. 10-25, Rezoning Property from R, Rural to PUD, Planned Unit Development.

RESULT:	CARRIED [4-0]
MOVER:	Stoesz
SECONDER:	Cavegn
AYES:	Rafferty, Cavegn, Lyden and Stoesz
NAYS:	None

iii. Resolution No. 25-65, Approving PUD Preliminary Plan/Preliminary Plat.

Motion to adopt Resolution No. 25-65 Approving PUD Preliminary Plan/Preliminary Plat.

RESULT:	CARRIED [4-0]
MOVER:	Stoesz
SECONDER:	Cavegn
AYES:	Rafferty, Cavegn, Lyden and Stoesz
NAYS:	None

B. Otter Crossing South Final Plat

i. Resolution No. 25-68 Approving Final Plat

Motion to adopt Resolution No. 25-68 Approving Final Plat.

RESULT:	CARRIED [4-0]
MOVER:	Stoesz
SECONDER:	Lyden
AYES:	Rafferty, Cavegn, Lyden and Stoesz
NAYS:	None

ii. Resolution No. 25-69 Approving Development Agreement.

Motion to adopt Resolution No. 25-69 Approving Development Agreement.

RESULT:	CARRIED [4-0]
MOVER:	Stoesz
SECONDER:	Lyden
AYES:	Rafferty, Cavegn, Lyden and Stoesz
NAYS:	None

C. Natures Refuge North

I. Ordinance No. 09-25, Approving Rezoning of Certain Real Property from R-X, Rual Executive to PUD, Planned Unit Development.

Motion to dispense with the full reading of Ordinance No. 09-25, Approving Rezoning of Certain Real Property from R-X, Rual Executive to PUD, Planned Unit Development.

RESULT:	CARRIED [4-0]
MOVER:	Lyden
SECONDER:	Stoesz
AYES:	Rafferty, Cavegn, Lyden and Stoesz
NAYS:	None

Motion to provide second reading and adopt Ordinance No. 09-25, Approving Rezoning of Certain Real Property from R-X, Rual Executive to PUD, Planned Unit Development.

RESULT:	CARRIED [4-0]
MOVER:	Cavegn
SECONDER:	Stoesz
AYES:	Rafferty, Cavegn, Lyden and Stoesz
NAYS:	None
Roll Call Vote	

ii. Resolution No. 25-66, Approving Grading Agreement, Natures Refuge North

Motion to Adopt Resolution No. 25-66, Approving Grading Agreement, Natures Refuge North.

RESULT:	CARRIED [4-0]
MOVER:	Cavegn
SECONDER:	Stoesz
AYES:	Rafferty, Cavegn, Lyden and Stoesz
NAYS:	None

D. Resolution No. 25-63, Authorizing Watershed Based Implementation Funding

Motion to adopt Resolution No. 25-63, Authorizing Watershed Based Implementation Funding (WBIF) Grant Agreement through the Board of Soil and Water Resources (BWSR).

RESULT:	CARRIED [4-0]
MOVER:	Stoesz
SECONDER:	Lyden
AYES:	Rafferty, Cavegn, Lyden and Stoesz
NAYS:	None

E. Resolution No. 25-58, Authorize the Preparation of Plans and Specs, 2025 Trunk Watermain Project.

Motion to adopt Resolution No. 25-58, Authorize the Preparation of Plans and Specs, 2025 Trunk Watermain Project.

RESULT:	CARRIED [4-0]
MOVER:	Cavegn
SECONDER:	Lyden
AYES:	Rafferty, Cavegn, Lyden and Stoesz
NAYS:	None

F. Resolution No. 25-72, Accepting Quote for Test Well No. 7B.

Motion to adopt Resolution No. 25-72, Accepting Quote for Test Well No. 7B.

RESULT:	CARRIED [4-0]
MOVER:	Stoesz
SECONDER:	Cavegn
AYES:	Rafferty, Cavegn, Lyden and Stoesz
NAYS:	None

G. Resolution No. 25-70, Approving Preparation of Mitigation Banking Instrument (MBI) by WSB, In., Winter Wetland Bank.

Motion to adopt Resolution No. 25-70, Approving Preparation of Mitigation Banking Instrument (MBI) by WSB, In., Winter Wetland Bank.

RESULT:	CARRIED [4-0]
MOVER:	Lyden
SECONDER:	Stoesz
AYES:	Rafferty, Cavegn, Lyden and Stoesz
NAYS:	None

8. UNFINISHED BUSINESS

None

9. NEW BUSINESS

None

10. NOTICES AND COMMUNICATIONS

- A. MAY 28TH AT 6:30 PM, ENVIRONMENTAL BOARD MEETING, COUNCIL CHAMBERS

Lino Lakes City Council Minutes

- B. JUNE 2ND AT 6:00 PM, CITY COUNCIL WORK SESSION, COMMUNITY ROOM
- C. JUNE 4TH AT 6:30 PM, PARK BOARD MEETING, COUNCIL CHAMBERS
- D. JUNE 4TH AT 6:00 PM, CITY COUNCIL CLOSED MEETING PURSUANT TO MINNESOTA STATUTES, SECTION 13D.03, TO DISCUSS LABOR NEGOTIATIONS, COMMUNITY ROOM
- E. JUNE 4TH AT 6:30 PM, CITY COUNCIL SPECIAL WORK SESSION, COMMUNITY ROOM
- F. JUNE 5TH AT 8:00 AM, EDAC MEETING, COMMUNITY ROOM

ADJOURNMENT

Mayor Rafferty adjourned the meeting at 8:15 p.m.

These minutes were approved at the City Council Meeting on June 9, 2025.

Roberta Colotti, CMC
City Clerk

Rob Rafferty,
Mayor

**Lino Lakes City Council
Work Session
Minutes**

DATE: June 2, 2025
TIME STARTED: 6:00 P.M.
TIME ENDED: 8:39 P.M.
LOCATION: Community Room
MEMBERS PRESENT: Mayor Rafferty Councilmembers Cavegn, Lyden, Ruhland and Stoesz
MEMBERS ABSENT: None

Staff Members Present: Interim City Administrator Dave Pecchia, Karen Anderson, City Clerk Roberta Colotti, Interim Finance Director Kelly Horn, Senior Accountant Tracy Thoma, Community Development Director Michael Grochala, City Planner Katie Larsen, Chief of Police Curt Boehme, and Fire Chief Dan L’Allier.

Also Attending: Planning & Zoning Board Member Michael Root.

1. Call to Order and Roll Call

Mayor Rafferty called the meeting to order at 6:00 p.m.

2. Setting the Agenda: Addition or Deletion of Agenda Items

The agenda was adopted as presented.

3. 2024 Audit Presentation

The Interim Finance Director introduced Andy Hering of Redpath and Company, who was present to review the City’s 2024 Annual Audit.

Mr. Hering reported that the field work for the 2024 audit was completed in April of this year. He presented the 2024 Annual Comprehensive Financial Report, 2024 Governance Letter, 2024 Internal Control Report and 2024 Legal Compliance Report.

Mr. Hering stated that they are providing a clean opinion dated May 22, 2025. He noted that the City received the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association of the United States and Canada for its 2023 Annual Comprehensive Financial Report. The City has received this award each year since 1995, and it is believed that the report issued for 2024 continues to uphold the high standards of reporting excellence that this award represents.

Mr. Hering fielded questions from the Council regarding the report, city finances and county tax payments.

Mayor Rafferty thanked Mr. Hering and the Finance Department staff for their work on the 2024 audit. It was noted that this item will be presented at the June 9, 2025 Council meeting as a Consent Agenda item for formal acceptance of the 2024 Audit Report.

4. Java Lino Lakes 2nd Addition Preliminary Plat

The City Planner provided an overview of the Java Lino Lakes 2nd Addition Preliminary Plat. The applicant, Java Companies, Inc., has submitted a land use application to subdivide Lot 2, Block 1, Java Lino Lakes into two separate lots. This is a further subdivision of a recently subdivided property. The planned commercial uses include an O'Reilly Auto Parts, Pacific Dental and Chipotle restaurant. The Planning & Zoning Board held a public hearing on May 14, 2025. The City Council is scheduled to take formal action on the Preliminary Plat application at the June 9, 2025 Council meeting.

5. Clearwater Commons Preliminary Plat

The City Planner reported that Capital Real Estate, Inc, submitted a land use application for Clearwater Commons, Preliminary Plat and Vacation-Permanent Utility and Drainage Easement. The Preliminary Plat is for three commercial lots, north of CSAH 14 (Main Street), west of 9-35E, east of 21st Avenue North and south of the park and ride. There is also a stand-alone Chipotle restaurant is proposed on Lot 1. The Planning & Zoning Board held the public hearing on May 14, 2025 for the Preliminary Plat. The City Council will hold a hearing on the Vacation-Permanent Utility and Drainage Easement and take formal action on the Preliminary Plat application at the June 9, 2025 Council meeting.

6. Nelson Rehbein PUD Concept Plan

The City Planner stated that the applicant, Twin Cities Land Holding, LLC, is proposing a residential development in the southwest quadrant of CSAH 54 (20th Ave. S.) and Cedar Avenue. The development contains three parcels totaling approximately 25 gross acres and 90 housing units. They are proposing 38 single family homes, 52 townhomes, and three Outlots.

The City Planner stated that the project could be developed under the R-2 and R-3 zoning districts and while the applicant considered a PUD zoning request for the townhomes, staff recommends R-3 zoning for the townhome portion of the development. There was general City Council support for R-3 zoning for the townhomes vs. the PUD zoning option.

The City Planner reviewed the proposed public roadways, future connection points and possible private roads through the townhome development. It was noted that public roads may be preferred at certain points to allow for future connections.

The City Planner noted that the project is going to be contingent on additional water/municipal well capacity.

The City Planner stated that this project is at the Concept Plan stage and as a result a meeting date has not been identified for formal action.

7. Water & Sewer JPA w/ White Bear Township

The Community Development Director stated that the Wilkinson Waters development, located in the northwest quadrant of Centerville Road and County Road J is proposed to be served by White Bear Township utilities. Staff has been working with both the Township and the City of North Oaks on a joint powers agreement (JPA) to secure access to these utilities. He reviewed the elements of the proposed agreement. He noted that the City of Lino Lakes would provide utility billing and the rates, will require a different scheduled based on the actual costs of providing services from White Bear Township and maintenance from the City of North Oaks.

8. Public Works Building, Construction Manager Update

The Community Development Director reported that staff has solicited proposals from qualified firms to provide Construction Management as agent (CMA) services for the proposed Public Works Building. The scope of work includes Pre-Construction Activities, Procurement Activities, Construction Phase and Closeout. The City received four quality proposals. Based on the information received through the proposals and interview process staff is recommending the selection of RJM Construction. This item is scheduled for formal action at the June 9, 2025 Council meeting.

9. VLAWMO, JPA Amendment

The Community Development Director stated that the Vadnais Lakes Area Water Management Organization (VLAWMO), which covers a portion of southeastern Lino Lakes is working to update its Joint Powers Agreement in conjunction with its work to develop the 2027-2036 Watershed Plan. He stated that the City Attorney reviewed the proposed agreement and in coordination with staff and several items were requested for amendment including that capital improvement projects continue to require a super majority 2/3 vote of all Directors. Clarification of the lead time for any assessments. The agreement is requested to be 10 years not longer as presented in the first draft. Finally, Section 6.1(e) SSU Charger Certification to reference both the Anoka and Ramsey County Auditors. The watershed has indicated that they are willing to incorporate these changes and will be taking formal action at the end of the month to adopt the contract. The contract to begin in 2026.

10. City Council Rules of Decorum

The City Clerk presented a draft amendment to the Rules of Decorum for the review of the City Council. The draft provided clarification on the receipt and review of written public comment, handouts presented during the public comment period, display of signs, and apparel with messaging applicable to current city business. This item will be brought back to a regular meeting in June for formal action.

11. Municipal Cannabis Store

The Interim City Administrator stated that in follow-up to the Council direction to prepare a list of available consultants to advise on the market viability of a Municipal Cannabis Retail Store, he had located nine firms that do market analysis. He stated that the cities of Lexington, Centerville, and Blaine are researching the topic. The cities of Circle Pines and White Bear Lake are not pursuing the matter. He said the City of St. Anthony Village is moving forward with plans and that the consultant used for the project planning had a fee of approximately \$10,000. He stated that the City of Buffalo is not actively pursuing the matter, but did complete the necessary research and the consultant used had an approximate fee of \$8,000.

The Interim City Administrator stated that the City of Wyoming hired a consultant that is available to assist the City of Lino Lakes and has offered to begin with a basic analysis for approximately \$2,500. He stated that there are companies that can provide a range of services, including setting up and running the operations. He asked the Council if they were interested in scheduling a meeting with the consultant for the June 9, 2025 Work Session.

Councilmember Stoesz stated that as presented at the last work session, he would continue to vote against the development of a Municipal Cannabis Retail Store.

Council Consensus

It was the consensus of the Council to schedule time on the June 9, 2025 Work Session agenda to meet with the Municipal Cannabis Retail Store consultant, as presented. (Councilmember Stoesz opposed.)

12. Administration Update

The Interim City Administrator provided the following updates.

- Staff has been working on the draft amendments to the Rules of Decorum.
- Staff met with Councilmembers Lyden and Cavegn last week and provided a re-cap presentation of the Police and Fire Department Strategic Implementation Plan proposals that were originally presented on May 14th.
- This Wednesday, June 4, 2025, the City Council will be holding a Closed Meeting to review the Police Department union contract.
- The City Council will also be holding a Special Work Session on Wednesday, June 4, 2025, to review the implementation of the Police and Fire Department Strategic Implementation Plan. The Finance Department is working on final numbers for personnel and equipment as they relate to the recommendations.
- Consultants have been identified to complete the Strategic Plan. Craig Waldron is one of the consultants that has been identified, and he indicated that community input could be received by contacting area athletic associations, the Chamber of Commerce, etc. and that the citizen survey does not need to be completed in advance of this Strategic Planning process. The 5-Year Strategic Plan would be prepared in coordination with the budget.

- Working on a new initiative under which the Council would pause and evaluate in response to markers on a matrix. For example, if two employees resigned from a department within a month, the City Council would stop and review with the City Administrator, Human Resources, and Department Manager. This would not include seasonal employees. Or another example would be a grant that keeps coming back before the Council, that could be a time to pause and review. With this matrix the City Council would avoid being blindsided. Currently working on the matrix and the trigger points for stopping and reviewing different issues.

Mayor Rafferty asked about the Police Department training programs through Hennepin Technical College and Alexandra Technical & Community College.

The Chief of Police stated that the City received two grants and had three cadets. Two have completed the training. Of those two, one stayed on with Lino Lakes Police Department and one did not. He reviewed that there is another program available Pathways to Policing, however, the City does not have any candidates in that program at this time.

Mayor Rafferty asked about the current police department staffing levels.

The Chief of Police said that they are two officers short of full staffing and staff will be presenting a plan for staffing levels at the June 4th Work Session.

Mayor Rafferty commended the new Chief of Police and Fire Chief on the job they are doing. He stated that the communication with the Council has been appreciated.

Councilmember Lyden stated that upon further consideration of the Nelson Rehbein PUD Concept Plan he would prefer R-2 zoning (single-family homes) for the full project, and to eliminate the R-3 zoning (townhomes).

The Community Development Director reviewed the Metropolitan Council requirements for density and the adopted Comprehensive Plan goals for density.

13. Notices and Communications, City Council

Councilmember Stoesz reported that he will be attending the League of Minnesota Cities (LMC) Annual Conference at the end of June.

The City Administrator reported that the Anoka County Elected Officials meeting was recently held.

Mayor Rafferty announced that there is as Closed Meeting on June 4, 2025 at 6 p.m. followed by a Special Work Session at 6:30 p.m. in the Community Room.

14. Adjournment

Mayor Rafferty adjourned the meeting at 8:39 p.m.

These minutes were approved at the regular Council Meeting on June 9, 2025.

Roberta Colotti, CMC
City Clerk

Rob Rafferty,
Mayor

**CITY COUNCIL
STAFF REPORT
AGENDA ITEM 1.E.**

STAFF ORIGINATOR:

MEETING DATE June 9, 2025

AGENDA ITEM: Monetary Limits on Municipal Tort Liability

VOTE REQUIRED: Simple Majority

INTRODUCTION

As a part of the annual insurance renewal process, the City Council is being asked by the League of Minnesota Cities Insurance Trust to update the Liability Coverage Waiver Form.

BACKGROUND

The City of Lino Lakes has never waived its monetary limits on tort liability.

The decision to waive or not waive must be made annually by the City Council. The decision has the following effects:

- If the member does not waive the statutory tort limits, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.

- If the member waives the statutory tort limits and does not purchase excess liability coverage, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this

decision.

RECOMMENDATION

The City does not waive the monetary limits on municipal tort liability established by Minnesota Statute 466.04.

ATTACHMENTS

1. Liability-Coverage-Waiver-Form 2025-2026 Renewal

LIABILITY COVERAGE WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before their effective date of coverage. [Email completed form to your city's underwriter, to \[psstech@lmc.org\]\(mailto:psstech@lmc.org\), or fax to 651.281.1298.](mailto:psstech@lmc.org)

The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name:

Check one:

The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#).

The member **WAIVES** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#), to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting:

Signature: _____

Position:

**CITY COUNCIL
STAFF REPORT
AGENDA ITEM 1.F.**

STAFF ORIGINATOR:

MEETING DATE June 9, 2025

AGENDA ITEM: Acceptance of the 2024 Audit Report

VOTE REQUIRED: Simple Majority

INTRODUCTION

The Council is being asked to accept the 2024 Audit Report. Andy Hering of Redpath and Company attended the June 2, 2025 City Council Work Session and provided an overview of the City's 2024 Annual Comprehensive Financial Report. In addition, he presented the auditor's management analysis and answered any questions the Council had regarding the financial condition of the City.

BACKGROUND

The 2024 audit fieldwork was completed in April. The auditors review all financial transactions and the financial reports of the City over the previous year for their fairness in presentation and for full disclosure of all material aspects of the City's financial condition. This review is conducted in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. The auditors concluded that the City's financial statements presented fairly, in all material respects, the financial position of the City as of December 31, 2024. The auditors also issue their reports on the City's legal compliance with certain laws, regulations, contracts, etc., our internal control structure, and management issues.

It should be noted that the City has received the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association of the United States and Canada for its 2023 Annual Comprehensive Financial Report. The city has received this award each year since 1995. We believe that the report issued for 2024 continues to uphold the high standards of reporting excellence that this prestigious award represents.

RECOMMENDATION

Staff recommends the City Council formally, by motion, accept the 2024 Audit Report.

ATTACHMENTS

1. 2024 Audit - Combined Final Reports

**ANNUAL COMPREHENSIVE FINANCIAL REPORT
OF THE
CITY OF LINO LAKES, MINNESOTA**

**FOR THE YEAR ENDED
December 31, 2024**

Prepared By: Finance Department

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CITY OF LINO LAKES, MINNESOTA
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INTRODUCTORY SECTION

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May 22, 2025

Honorable Mayor
Members of the City Council
Citizens of the City of Lino Lakes, Minnesota

Minnesota State law requires that cities over 2,500 population publish within six months of the close of each fiscal year a complete set of financial statements presented in conformity with Generally Accepted Accounting Principles (GAAP) and audited in accordance with generally accepted auditing standards by a firm of licensed certified public accountants and submit them to the State Auditor. Pursuant to that requirement, we hereby issue the Annual Comprehensive Financial Report (ACFR) of the City of Lino Lakes, Minnesota for the fiscal year ended December 31, 2024.

This report consists of management's representations concerning the finances of the City of Lino Lakes. Consequently, management assumes full responsibility for the completeness and reliability of all of the information presented in this report. To provide a reasonable basis for making these representations, management of the City of Lino Lakes has established a comprehensive internal control framework that is designed both to protect the government's assets from loss, theft, or misuse and to compile sufficient reliable information for the preparation of the City of Lino Lakes' financial statements in conformity with GAAP. Because the cost of internal controls should not outweigh their benefits, the City's comprehensive framework of internal controls has been designed to provide reasonable rather than absolute assurance that the financial statements will be free from material misstatement. As management, we assert that, to the best of our knowledge and belief, this financial report is complete and reliable in all material respects.

The City of Lino Lakes' financial statements have been audited by Redpath and Company, a firm of licensed certified public accountants. The goal of the independent audit was to provide reasonable assurance that the financial statements of the City for the fiscal year ended December 31, 2024, are free of material misstatement. The independent audit involved examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessing the accounting principles used and significant estimates made by management; and evaluating the overall financial statement presentation. The independent auditor concluded, based upon the audit that there was a reasonable basis for rendering an unmodified opinion that the City's financial statements for the fiscal year ended December 31, 2024, are fairly presented in conformity with GAAP. The independent auditor's report is presented as the first component of the financial section of this report.

GAAP require that management provide a narrative introduction, overview and analysis to accompany the basic financial statements in the form of a Management's Discussion and Analysis (MD&A). This letter of transmittal is designed to complement the MD&A and should be read in conjunction with it. The City of Lino Lakes' MD&A can be found immediately following the report of the independent auditors.

**600 Town Center Parkway, Lino Lakes, MN 55014
Phone: 651-982-2400 • Fax: 651-982-2499**

Profile of the Government

The City of Lino Lakes, incorporated in 1955, is a growing community in the southeast corner of Anoka County. It covers an area of 33 square miles and has a population of approximately 22,376. The population has grown by over 30% since 2000. Within the City's borders lies the 5,500 acre Rice Creek Chain of Lakes Regional Park. Access to St. Paul and Minneapolis is provided by I-35W and I-35E.

The City Charter, as amended, establishes a mayor-council form of government and grants the City Council full policy-making and legislative authority to the Mayor and four Council Members. The City Council is responsible, among other things, for passing ordinances, adopting the budget, appointing committees, and hiring a City Administrator. The City Administrator has the responsibility of carrying out the policies and ordinances of the City Council and for overseeing the day-to-day operations of the City. The City Council is elected at-large on a non-partisan basis, with Council Members serving four-year terms and the Mayor serving a two-year term. Elections are held every two years with two council seats and the Mayor being up for election each election cycle.

The City provides a full range of municipal services. These services include: general government, public safety (police, fire and building inspections), public works (streets and fleet), culture and recreation (parks and recreation), conservation of natural resources (environmental, solid waste abatement, forestry), community development, public improvements, and providing and maintaining water, sewer, and storm water infrastructure.

The annual budget is the foundation for the City of Lino Lakes' financial planning and control. All departments are required to submit appropriations requests to the City Administrator for review and consolidation into a proposed budget. The City Administrator is responsible for submitting the proposed annual budget to the City Council in August of each year. The City Council is required to hold a public hearing on the proposed budget and to adopt by resolution a final budget and certify it no later than December 30. The budget amounts cannot increase beyond the estimated receipts except to the extent that actual receipts exceed the estimate. Department Directors may make transfers of appropriations within a department, but transfers of appropriations between departments require City Council approval. Budget-to-actual comparisons for the General Fund and The Rookery Activity Center Fund, the only governmental funds for which an annual budget has been adopted, are provided in Statements 10 and 11, respectively.

Factors Affecting Financial Condition

The information presented in the financial statements is perhaps best understood when it is considered from the broader perspective of the specific environment within which the City of Lino Lakes operates.

Local economy. Commercial and industrial sectors remain strong with few vacancies and new commercial projects underway on both the 35W and 35E Corridors. Approximately 76,000 square feet of industrial space was added in 2024. Five new free-standing national-chain projects are currently underway.

The 35E corridor has also gained additional attention through a partnership with Anoka and Washington Counties, neighboring cities, and Connexus Energy, to establish the Minnesota Technology Corridor. Over 1,000 acres are available along the corridor with strong transportation, fiber and utility infrastructure to serve the growing data and tech fields.

The City recently approved the 93 lot Nature's Refuge North, a single-family development and the City's largest residential development, the 864 lot Watermark project, expanded into its eighth addition. Multiple

Factors Affecting Financial Condition (Continued)

residential projects are currently in the review process from both local and national developers with construction expected to commence in summer of 2025.

Overall, the City continued to see substantial development activity in 2024. The City issued building permits for 126 residential units and three new commercial establishments in 2024. The total building permit valuation was approximately \$77 million.

Long-term financial planning. The City's current Financial Plan identifies capital equipment purchases and building and infrastructure improvements totaling \$92 million over the five-year period. These improvements are anticipated to be funded through a number of funding sources, including tax levies, special assessments, fund reserves, bond proceeds, and intergovernmental grants. The Plan is currently being revised to reflect the anticipated activity through fiscal year 2030.

Awards and Acknowledgements

The Government Finance Officers Association of the United States and Canada (GFOA) awards the Certificate of Achievement for Excellence in Financial Reporting (COA) to cities that meet certain criteria. The City of Lino Lakes received this award for its ACFR for the year ended December 31, 2023. This marks the twenty-ninth consecutive year the City has received this prestigious award. A governmental unit must publish an easily readable and efficiently organized ACFR, the contents of which conform to program requirements. This report must satisfy both GAAP and applicable legal requirements.

The COA is valid for a period of one year. The City is submitting the 2024 report to GFOA for consideration of the COA. We believe our current report continues to conform to the high standards of the program.

The timely preparation of this report could not have been accomplished without the dedicated services of the Finance Department, auditors and other city staff. I want to express my appreciation to the Mayor and City Council for their support for maintaining the highest standard of professionalism in the management of the financial operation of the City.

Respectfully submitted,



Kelly Horn, Interim Finance Director
City of Lino Lakes, Minnesota

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Government Finance Officers Association

**Certificate of
Achievement
for Excellence
in Financial
Reporting**

Presented to

**City of Lino Lakes
Minnesota**

For its Annual Comprehensive
Financial Report
For the Fiscal Year Ended

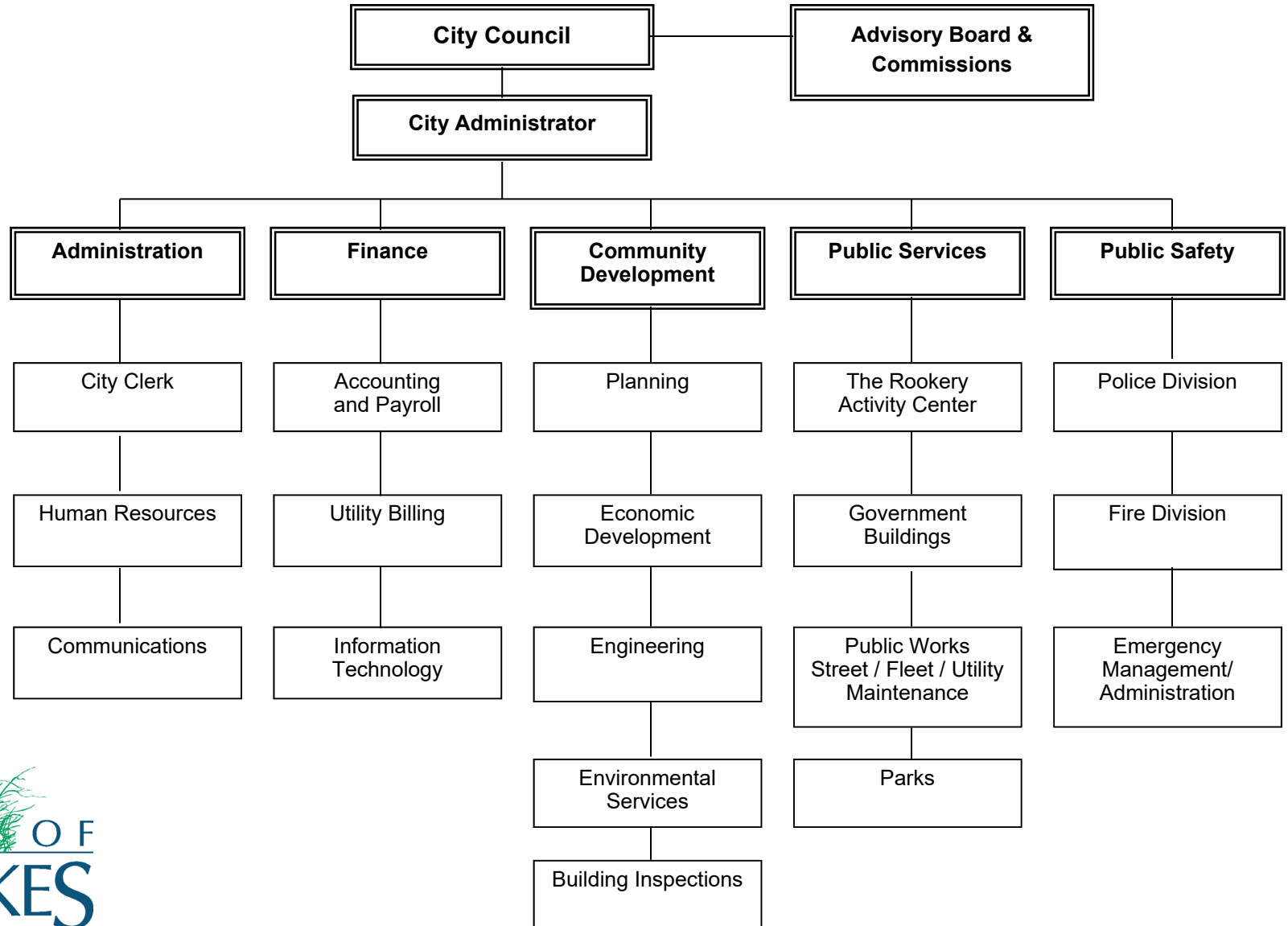
December 31, 2023

Christopher P. Morill

Executive Director/CEO

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City of Lino Lakes Organizational Chart



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CITY OF LINO LAKES, MINNESOTA

PRINCIPAL CITY OFFICIALS

December 31, 2024

		<u>Term Expires</u>
Mayor:	Rob Rafferty	December 31, 2025
Councilmembers:	Dale Stoesz	December 31, 2025
	Tony Cavegn	December 31, 2025
	Chris Lyden	December 31, 2027
	Michael Ruhland	December 31, 2027
Interim City Administrator:	David Pecchia	Appointed
Directors:		
Community Development	Michael Grochala	Appointed
Finance	Hannah Lynch	Appointed
Public Safety	John Swenson	Appointed
Public Services	Richard DeGardner	Appointed

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FINANCIAL SECTION

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INDEPENDENT AUDITOR'S REPORT

To the Honorable Mayor and
Members of the City Council
City of Lino Lakes, Minnesota

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Lino Lakes, Minnesota, as of and for the year ended December 31, 2024, and the related notes to the financial statements, which collectively comprise the City of Lino Lakes, Minnesota's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Lino Lakes, Minnesota, as of December 31, 2024, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City of Lino Lakes, Minnesota and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Lino Lakes, Minnesota's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Governmental Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City of Lino Lakes, Minnesota's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Lino Lakes, Minnesota's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, the budgetary comparison schedules, and the schedules of OPEB and pension information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Lino Lakes, Minnesota's basic financial statements. The accompanying combining and individual nonmajor fund financial statements and schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements and schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the introductory and statistical sections but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated May 22, 2025 on our consideration of the City of Lino Lakes, Minnesota's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City of Lino Lakes, Minnesota's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City of Lino Lakes, Minnesota's internal control over financial reporting and compliance.

Redpath and Company, LLC

REDPATH AND COMPANY, LLC
St. Paul, Minnesota

May 22, 2025

MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of the City of Lino Lakes, Minnesota (the City), we offer readers of the City's financial statements this narrative overview and analysis of the financial activities of the City for the fiscal year ended December 31, 2024. We encourage readers to consider the information presented here in conjunction with additional information that we have furnished in our letter of transmittal, which can be found in the introductory section of this report.

Financial Highlights

The assets and deferred outflows of resources of the City exceeded its liabilities and deferred inflows of resources at the close of the most recent fiscal year by \$155,249,603 (net position). Of this amount, \$43,812,026 (unrestricted net position) may be used to meet the City's ongoing obligations to citizens and creditors in accordance with the City's fund designations and fiscal policies.

The City's total net position increased by \$10,930,604.

As of the close of the current fiscal year, the City's governmental funds reported combined ending fund balances of \$36,850,557, an increase of \$2,833,504. Of this amount, \$6,441,358 is restricted by external constraints established by creditors, grantors, contributors, or by state statutory provisions.

At the end of the current fiscal year, the general fund balance was \$9,556,417. Unassigned fund balance for the general fund was \$8,931,762, or 70% of total general fund expenditures and other financing uses.

In 2024, the City secured financing assistance from the Minnesota Public Facilities Authority (MPFA) for the construction of a new water treatment plant. This funding package includes \$16.5 million in Special Appropriations Grants from the State of Minnesota, along with grants from the Federal Drinking Water Revolving Fund. These grants are received on a reimbursement basis, during the year \$3,840,963 was recognized as intergovernmental revenue. Additionally, the City was awarded up to \$15,996,190 through the Drinking Water State Revolving Loan from the MPFA, structured as a water revenue note. Over the course of the year, the City issued \$1,216,285 against the 2024 G.O. Water Revenue Note (MPFA), with further draws expected as construction progresses.

No other new debt was issued, while regularly scheduled principal payments were made during the year. Total outstanding debt decreased by \$975,009 during 2024.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the City's basic financial statements. The City's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide financial statements. The government-wide financial statements are designed to provide readers with a broad overview of the City's finances, in a manner similar to a private-sector business.

The *Statement of Net Position* presents information on all of the City's assets and deferred outflows of resources, and liabilities and deferred inflows of resources, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The *Statement of Activities* presents information showing how the City's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g. uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the City include general government, public safety, public works, culture and recreation, conservation of natural resources, and community development. The business-type activities of the City include water, sewer, and storm water utilities.

The government-wide financial statements are statements 1 and 2 of this report.

Fund Financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City can be divided into two categories: governmental funds and proprietary funds.

Governmental funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financial requirements. Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar

information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the City's near-term financial decisions. Both the governmental fund balance sheet and governmental fund statement of revenues, expenditures and change in fund balance provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The City maintains six individual major governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures and changes in fund balance for the following major funds:

- General Fund
- The Rookery Activity Center – Special Revenue Fund
- G.O. Improvement Bonds of 2016B – Debt Service Fund
- Capital Equipment Replacement – Capital Project Fund
- Area and Unit Trunk – Capital Project Fund
- MSA Construction – Capital Project Fund

Data from the other governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these nonmajor governmental funds is provided in the form of combining statements elsewhere in this report.

The basic governmental fund financial statements are statements 3 through 5 of this report.

The City adopts annual appropriated budgets for the General Fund and The Rookery Activity Center Fund. Budgetary comparison schedules are presented as statements 10 and 11 of this report.

Proprietary funds. The City maintains three enterprise funds as a part of its proprietary fund type. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The City uses enterprise funds to account for its water, sewer, and storm water utilities.

The proprietary fund statements provide the same type of information as the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for the Water, Sewer, and Storm Water Funds, which are considered to be major funds of the City.

The basic proprietary fund financial statements are statements 7 through 9 of this report.

Notes to the financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found following statement 9.

Other information. The combining statements referred to earlier in connection with non-major governmental funds are presented immediately following the required supplementary information. Combining and individual fund statements and schedules are presented as statements 19 through 26.

Government-Wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the City, assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$155,249,603 at the close of the most recent fiscal year.

The largest portion of the City's net position (\$104,059,186 or 67%) reflects its net investment in capital assets (e.g. land, buildings, equipment, and infrastructure) less any related debt used to acquire those assets that is still outstanding. The City uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the City's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

City of Lino Lakes' Net Position

	Governmental Activities		Business-Type Activities		Totals	
	2024	2023	2024	2023	2024	2023
Assets:						
Current and other assets	\$49,440,507	\$44,586,667	\$16,200,074	\$16,270,032	\$65,640,581	\$60,856,699
Capital assets	66,877,583	66,000,296	57,415,794	50,119,172	124,293,377	116,119,468
Total assets	116,318,090	110,586,963	73,615,868	66,389,204	189,933,958	176,976,167
Deferred outflows of resources	5,617,140	7,546,180	122,256	214,180	5,739,396	7,760,360
Liabilities:						
Long-term liabilities outstanding	19,665,236	23,058,533	1,325,126	583,183	20,990,362	23,641,716
Other liabilities	9,838,612	7,291,313	735,167	348,157	10,573,779	7,639,470
Total liabilities	29,503,848	30,349,846	2,060,293	931,340	31,564,141	31,281,186
Deferred inflows of resources	8,624,053	8,959,057	235,557	177,285	8,859,610	9,136,342
Net position:						
Net investment in capital assets	50,860,601	48,061,305	53,198,585	50,119,172	104,059,186	98,180,477
Restricted	7,378,391	9,398,180	-	-	7,378,391	9,398,180
Unrestricted	25,568,337	21,364,755	18,243,689	15,375,587	43,812,026	36,740,342
Total net position	\$83,807,329	\$78,824,240	\$71,442,274	\$65,494,759	\$155,249,603	\$144,318,999

Of the City's net position, \$7,378,391 represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position (\$43,812,026) may be used to meet ongoing obligations to citizens and creditors.

At the end of the current fiscal year, the City is able to report positive balances in all three categories of net position, both for the government as a whole, as well as for its separate governmental and business-type activities.

Management's Discussion and Analysis

The City's net position increased by \$10,930,604 during 2024. Key elements of this increase are as follows:

City of Lino Lakes' Changes in Net Position

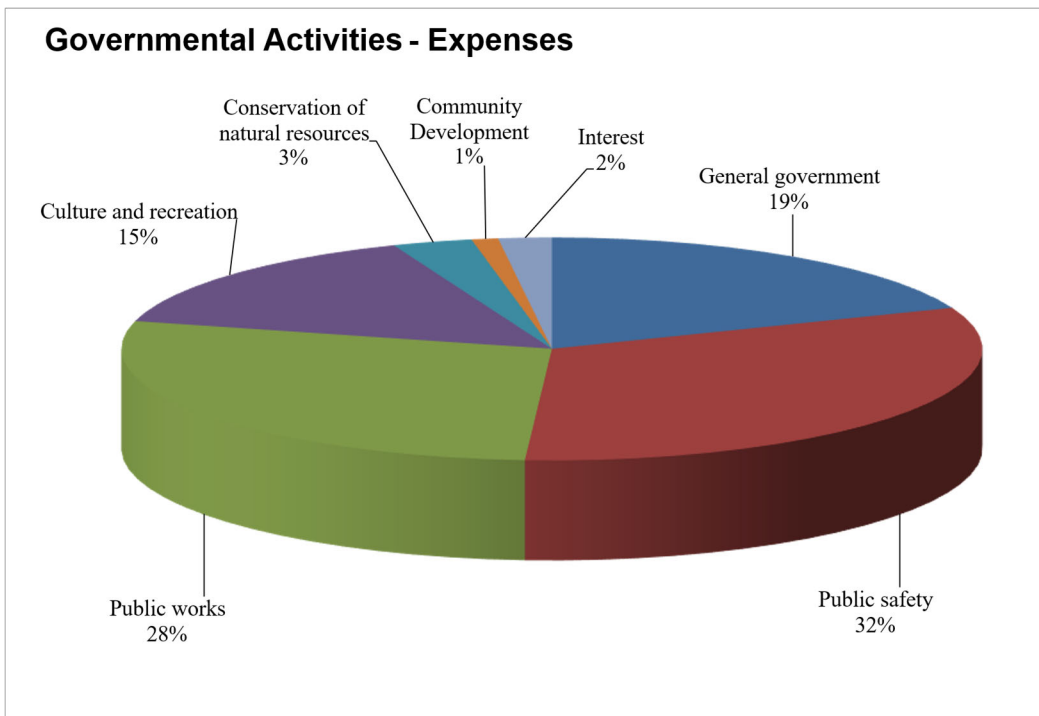
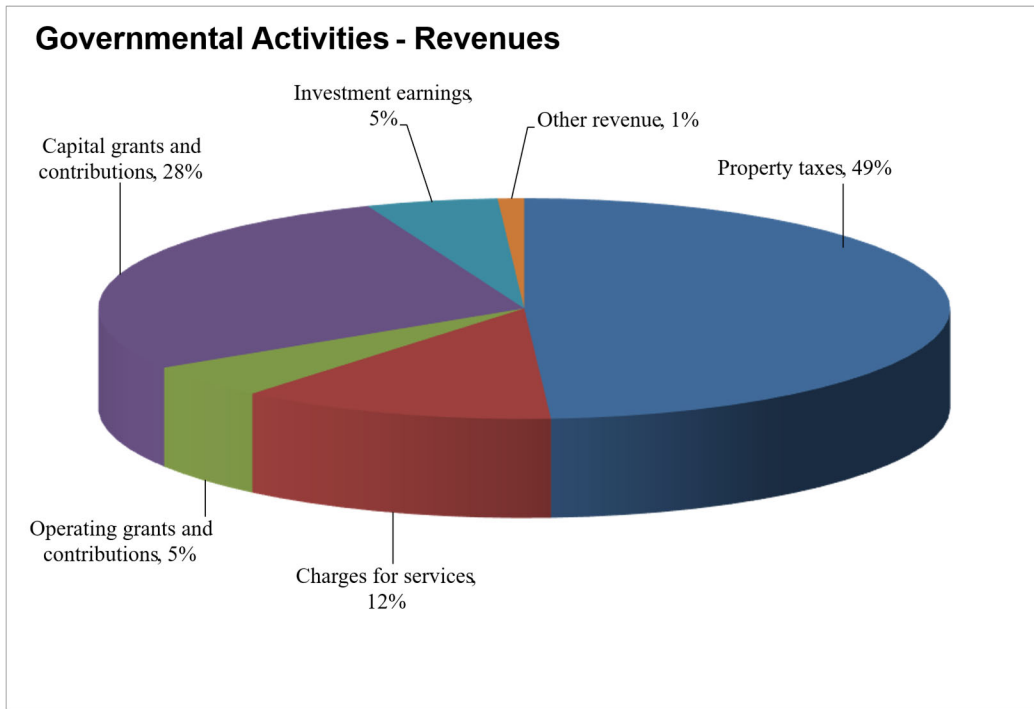
	Governmental Activities		Business-Type Activities		Totals	
	2024	2023	2024	2023	2024	2023
Revenues:						
Program revenues:						
Charges for services	\$3,911,025	\$4,468,912	\$4,817,812	\$4,955,645	\$8,728,837	\$9,424,557
Operating grants and contributions	1,480,903	1,866,131	7,589	59,032	1,488,492	1,925,163
Capital grants and contributions	8,609,291	2,996,602	2,119,227	8,545	10,728,518	3,005,147
General revenues:						
General property taxes	14,158,781	12,868,894	-	-	14,158,781	12,868,894
Other taxes	196,911	217,779	-	-	196,911	217,779
Tax increment	1,002,712	903,027	-	-	1,002,712	903,027
Grants and contributions not restricted to specific programs	2,364	270,011	-	-	2,364	270,011
Unrestricted investment earnings	1,517,537	1,554,657	603,782	728,010	2,121,319	2,282,667
Gain on disposal of capital assets	143,601	35,689	-	-	143,601	35,689
Total revenues	31,023,125	25,181,702	7,548,410	5,751,232	38,571,535	30,932,934
Expenses:						
General government	4,134,836	3,041,049	-	-	4,134,836	3,041,049
Public safety	7,045,702	7,130,294	-	-	7,045,702	7,130,294
Public works	6,218,466	5,604,543	-	-	6,218,466	5,604,543
Culture and recreation	3,283,500	3,350,309	-	-	3,283,500	3,350,309
Conservation of natural resources	732,201	257,150	-	-	732,201	257,150
Community development	287,271	531,413	-	-	287,271	531,413
Interest and fees on long-term debt	410,330	497,903	-	-	410,330	497,903
Water	-	-	2,130,173	2,027,102	2,130,173	2,027,102
Sewer	-	-	2,989,132	2,535,243	2,989,132	2,535,243
Storm water	-	-	409,320	577,404	409,320	577,404
Total expenses	22,112,306	20,412,661	5,528,625	5,139,749	27,640,931	25,552,410
Increase in net position before transfers	8,910,819	4,769,041	2,019,785	611,483	10,930,604	5,380,524
Transfers	(3,927,730)	(516,310)	3,927,730	516,310	-	-
Change in net position	4,983,089	4,252,731	5,947,515	1,127,793	10,930,604	5,380,524
Net position - January 1	78,824,240	74,571,509	65,494,759	64,366,966	144,318,999	138,938,475
Net position - December 31	\$83,807,329	\$78,824,240	\$71,442,274	\$65,494,759	\$155,249,603	\$144,318,999

Governmental Activities

Governmental activities increased the City's net position by \$4,983,089 during 2024. Developer contributions were primarily responsible for the increase in net position, as well as an overall net reduction in long-term debt. Unrestricted investment earnings also played a role in the increase to net position in 2024, due to unrealized gains and interest earnings on investments with the stable interest rate environment.

Management's Discussion and Analysis

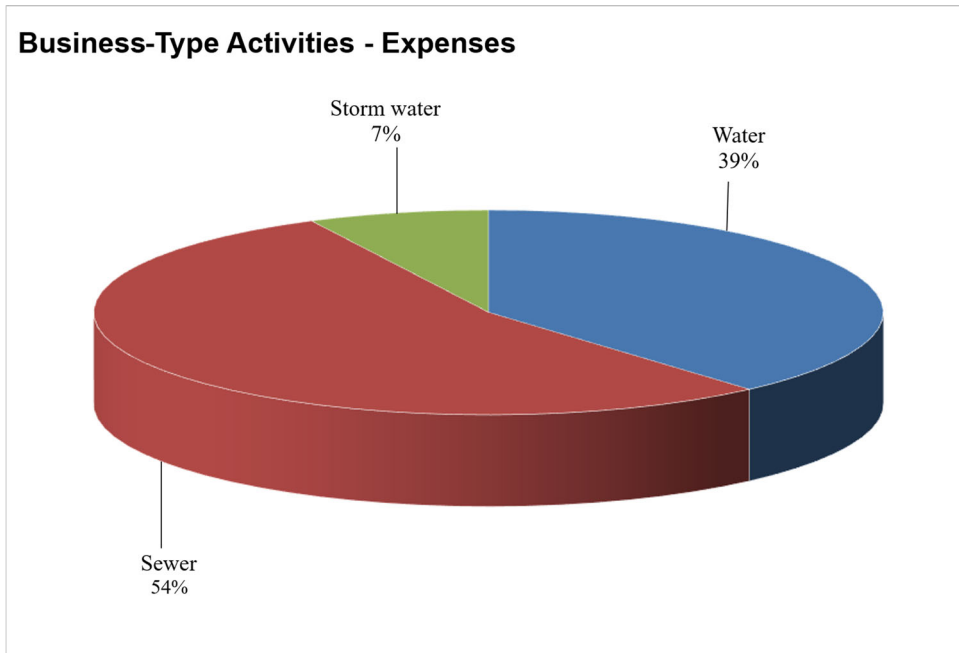
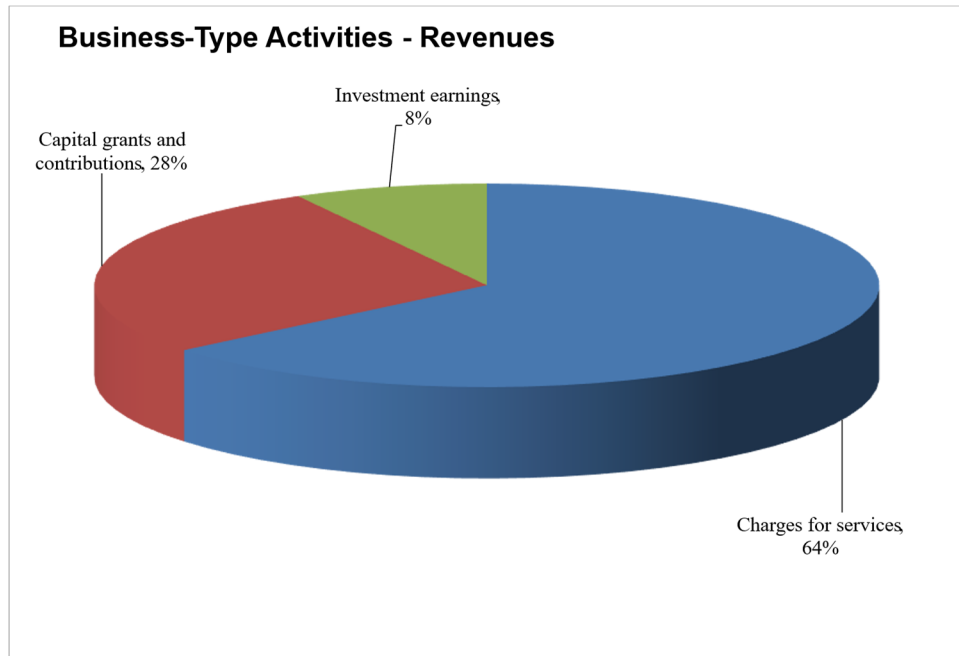
Below are specific graphs which provide comparisons of the governmental activities revenues and expenses:



Business-Type Activities

Business-type activities increased the City's net position by \$5,947,515 during 2024. Capital grants and contributions increased in 2024, resulting from developer contributed infrastructure, and the transfers-in of capital assets constructed in the governmental activities funds. Business-type activities had positive operating results in the Storm Water fund, but these were offset by operating losses in the Water and Sewer funds.

Below are specific graphs which provide comparisons of the business-type activities revenues and expenses:



Financial Analysis of the Government's Funds

Governmental Funds. The focus of the City's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources.

At the end of the current fiscal year, the City's governmental funds reported combined ending fund balances of \$36,850,557. Approximately 17% of this total amount (\$6,441,358) constitutes fund balance restricted by external constraints established by creditors, grantors, contributors, or by state statutory provisions. Of the remaining fund balance, \$713,505 is not in a spendable form, \$388,929 has been committed, \$22,269,960 has been assigned, and \$7,036,805 is unassigned.

The General fund balance increased by \$972,537. Overall revenues increased by approximately \$1,143,000 over 2023. Property taxes, intergovernmental revenues and charges for services were the major drivers of the increase over the prior year due to an increased tax levy and increased state aids. The increases in revenues were partially offset by increased expenditures over 2023, however the City had fewer transfers-out, which resulted in the net increase in fund balance outperforming 2023 by \$475,174.

The Rookery Activity Center opened to the public in May 2022. The fund balance improved from a deficit of \$5,067 to a positive \$77,356 in 2024 resulting from positive operating activity, and an increase in the tax levy over the prior year levy. During 2024, the Fund had revenues over expenditures of \$82,423, whereas 2023's expenditures exceeded revenues by \$335,089. While the Rookery operating revenues fell short of budget, primarily in charges for services, expenditures were also under budget, primarily in personal services. The tax levy increased by \$100,000 in 2025 with the goal of total revenues covering total expenditures for the current and future years.

The G.O. Improvement Bonds of 2016B deficit fund balance increased by \$1,728,204 during the year and the fund was closed at year end. The 2016B series bonds were issued to refund the 2005A series bonds and fund the Legacy at Woods Edge improvements. The bonds matured in 2021, and future tax increment was expected to cover the interfund loan payable. During 2024 the interfund loan payable liability was transferred to the TIF 1-11 Legacy at Woods Edge Fund where it will continue to be reduced by future tax increment.

The Capital Equipment Replacement fund balance increased by \$679,463 due to a significant increase in the property tax levy and proceeds from the sale of fixed assets. The fund also reduced its interfund loan payable by its scheduled payments. The interfund loan payable will continue to be paid back with a tax levy over the next nine years. The fund accounts for the replacement of public safety and public works equipment and vehicles financed by a pay as you go tax levy.

The Area and Unit Trunk fund has a total fund balance of \$10,419,643, all of which is assigned for financing water and sewer capital improvements, including the new water treatment plant. The fund balance increased during the current year by \$857,318 primarily due to investment earnings and trunk fees (either collected over time through special assessments or paid up front through charges for services). Intergovernmental revenues also were received for much of the covered project costs that were incurred during the year.

Management's Discussion and Analysis

The MSA Construction Fund has a total fund balance of \$4,283,196, all of which is assigned to capital improvements for City MSA designated roadways. The fund balance during the current year decreased by \$527,228 primarily due to project costs exceeding revenues. Capital activity occurred on the Marketplace Drive realignment project and the Otter Lake Road extension during 2024.

The combined fund balance of other governmental funds decreased by \$959,213 during 2024 primarily due to debt repayments and nonmajor capital project funds activities.

Proprietary funds. The City's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail.

The Water Fund has a total net position at year-end of \$38,808,686, of which \$7,798,516 is unrestricted. The increase in net position of 5,094,747 was primarily due to capital contributions from governmental activities. The Area and Unit Trunk Fund is funding water infrastructure, including the water treatment plant and trunk watermain additions.

The Sewer Fund has a total net position at year-end of \$32,270,204 of which \$10,081,789 is unrestricted. The increase in net position of \$736,859 was primarily due to developer contributed infrastructure additions, particularly in the Watermark 5th and 6th Additions.

The Storm Water Fund has a total net position at year-end of \$363,384 of which all is unrestricted. The Storm Water Utility was established in 2022 to fund the operation and management of the City's storm water infrastructure.

Budgetary Highlights

General Fund

There were no amendments to the original budget in 2024.

Budgeted revenues for 2024 were \$12,998,968. Actual revenues exceeded the budget by \$727,213. General property taxes and other taxes were the only revenue source category that did not exceed its budget. Intergovernmental revenues were stronger than budgeted primarily due to recognizing the portion of the Fire State Aid which is passed through to the PERA Statewide Volunteer Firefighter Retirement Plan, which was not budgeted. Investment earnings also contributed to the positive budget variance.

Budgeted expenditures for 2024 were \$13,018,968. Actual expenditures were \$529,874 under budgeted amounts. The main causes of the under-budget variances were due to personal services budgeting for positions that remained vacant during the year.

The City carried out its budgeted transfer out to the Capital Equipment Replacement Fund but additionally made a small transfer out to the Comp Plan Update capital project fund and transferred out to the Office Equipment Replacement Fund for the reimbursement of the City's new financial ERP software.

Overall, the City budgeted for a \$150,000 decrease in fund balance, whereas the actual change in fund balance was an increase of \$972,537, which was \$1,122,537 over the 2024 budget.

Capital Asset and Debt Administration

Capital assets. The City's investment in capital assets for its governmental and business-type activities as of December 31, 2024, amounted to \$123,663,377 (net of accumulated depreciation), an increase of \$7,543,909 from the prior year. This investment in capital assets includes land, wetland credits, construction in progress, buildings, equipment, vehicles, and infrastructure.

The Lake Drive Trunk Water Main, Pheasant Run Reconstruction, and Watermark Park were completed in 2024. The City is working to complete the Water Treatment Plant, Marketplace Drive realignment, Otter Lake Road extension, 2024 Trunk Watermain and the 2025 Street Reconstruction projects.

City of Lino Lakes' Capital Assets (Net of Depreciation)

	Governmental Activities		Business-Type Activities		Totals	
	2024	2023	2024	2023	2024	2023
Land	\$5,731,330	\$5,698,330	\$374,867	\$374,867	\$6,106,197	\$6,073,197
Wetland credits	49,042	49,042	-	-	49,042	49,042
Construction in progress	1,805,192	5,871,019	6,915,299	4,040,557	8,720,491	9,911,576
Buildings	8,267,376	8,929,708	-	-	8,267,376	8,929,708
Equipment	4,861,969	4,998,947	558,623	418,744	5,420,592	5,417,691
Land improvements	2,832,650	1,676,153	-	-	2,832,650	1,676,153
Other equipment	31,821	34,656	-	-	31,821	34,656
Infrastructure	43,298,203	38,742,441	48,937,005	45,285,004	92,235,208	84,027,445
Total	<u>\$66,877,583</u>	<u>\$66,000,296</u>	<u>\$56,785,794</u>	<u>\$50,119,172</u>	<u>\$123,663,377</u>	<u>\$116,119,468</u>

Additional information on the City's capital assets can be found in Note 5 to the financial statements.

Long-term debt. At the end of the current fiscal year, the City had total bonded debt outstanding of \$16,942,509. All outstanding debt carries the general obligation backing for which the City is liable in the event of default by the property owners subject to the specific taxes, special assessments, or revenues pledged to the retirement of the debt. In addition, the City has issued a water revenue note payable to the Minnesota Public Facilities Authority (MPFA) for construction costs of its water treatment plant. The City issued \$1,216,285 on this note in 2024 and can borrow up to \$15,996,190 over the construction period.

City of Lino Lakes' Outstanding Debt

	Governmental Activities		Business-Type Activities		Totals	
	2024	2023	2024	2023	2024	2023
General obligation bonds	\$14,875,000	\$16,735,000	\$ -	\$ -	\$14,875,000	\$16,735,000
G.O. special assessment bonds	195,000	415,000	-	-	195,000	415,000
Direct borrowings	-	35,475	1,216,285	-	1,216,285	35,475
Bond premium (discount)	656,224	732,043	-	-	656,224	732,043
Total	<u>\$15,726,224</u>	<u>\$17,917,518</u>	<u>\$1,216,285</u>	<u>\$0</u>	<u>\$16,942,509</u>	<u>\$17,917,518</u>

The City of Lino Lakes' total bonded debt decreased by \$975,009 during the current fiscal year as regularly scheduled principal payments were made during the year. Additional information on the City's long-term debt can be found in Note 6.

Requests for information. This financial report is designed to provide a general overview of the City's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Finance Director, City of Lino Lakes, 600 Town Center Parkway, Lino Lakes, Minnesota, 55014.

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BASIC FINANCIAL STATEMENTS

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CITY OF LINO LAKES, MINNESOTA
STATEMENT OF NET POSITION
December 31, 2024

Statement 1

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
Assets:			
Cash and investments	\$42,329,271	\$13,492,069	\$55,821,340
Accrued interest receivable	248,791	-	248,791
Due from other governments	2,844,173	5,487	2,849,660
Accounts receivable - net	71,923	693,259	765,182
Prepaid items	613,505	183,377	796,882
Internal balances	(2,368,218)	2,368,218	-
Inventory	-	85,378	85,378
Taxes receivable	437,386	-	437,386
Special assessments receivable	2,984,514	2,286	2,986,800
Leases receivable	1,583,577	-	1,583,577
Net pension asset	695,585	-	695,585
Capital assets - nondepreciable	7,585,564	7,290,166	14,875,730
Capital assets - net of accumulated depreciation	59,292,019	49,495,628	108,787,647
Total assets	116,318,090	73,615,868	189,933,958
Deferred outflows of resources:			
Pension related	5,319,229	122,256	5,441,485
OPEB related	297,911	-	297,911
Total deferred outflows of resources	5,617,140	122,256	5,739,396
Liabilities:			
Accounts payable and other current liabilities	4,073,025	283,270	4,356,295
Due to other governments	77,062	14,777	91,839
Accrued interest payable	178,231	3,092	181,323
Unearned revenue	90,867	-	90,867
Deposits payable	2,978,397	4,600	2,982,997
Other post employment benefits:			
Due in more than one year	737,331	103,700	841,031
Long-term liabilities:			
Due within one year	2,441,030	429,428	2,870,458
Due in more than one year	14,463,949	914,219	15,378,168
Net pension liability:			
Due in more than one year	4,463,956	307,207	4,771,163
Total liabilities	29,503,848	2,060,293	31,564,141
Deferred inflows of resources:			
Lease related	1,583,577	-	1,583,577
Pension related	6,670,897	235,557	6,906,454
OPEB related	369,579	-	369,579
Total deferred inflows of resources	8,624,053	235,557	8,859,610
Net position:			
Net investment in capital assets	50,860,601	53,198,585	104,059,186
Restricted (nonexpendable) for environmental purposes	100,000	-	100,000
Restricted (expendable) for:			
Debt service	3,920,983	-	3,920,983
Park improvements	1,263,854	-	1,263,854
Public safety	601,134	-	601,134
Economic development	739,254	-	739,254
Fire Department pension plan	695,585	-	695,585
Other purposes	57,581	-	57,581
Unrestricted	25,568,337	18,243,689	43,812,026
Total net position	\$83,807,329	\$71,442,274	\$155,249,603

The accompanying notes are an integral part of these financial statements.

CITY OF LINO LAKES, MINNESOTA
STATEMENT OF ACTIVITIES
For The Year Ended December 31, 2024

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Program Revenues</u>
		<u>Charges For Services</u>
Primary government:		
Governmental activities:		
General government	\$4,134,836	\$434,283
Public safety	7,045,702	1,489,612
Public works	6,218,466	149,389
Culture and recreation	3,283,500	1,837,741
Conservation of natural resources	732,201	-
Community development	287,271	-
Interest and fees on long-term debt	410,330	-
Total governmental activities	<u>22,112,306</u>	<u>3,911,025</u>
Business-type activities:		
Water	2,130,173	2,072,108
Sewer	2,989,132	2,186,487
Storm water	409,320	559,217
Total business-type activities	<u>5,528,625</u>	<u>4,817,812</u>
Total primary government	<u>\$27,640,931</u>	<u>\$8,728,837</u>

The accompanying notes are an integral part of these financial statements.

Program Revenues		Net (Expense) Revenue and Changes in Net Position Primary Government		
Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-Type Activities	Total
\$77,695	\$ -	(\$3,622,858)	\$ -	(\$3,622,858)
748,715	-	(4,807,375)	-	(4,807,375)
454,402	8,609,291	2,994,616	-	2,994,616
15,325	-	(1,430,434)	-	(1,430,434)
96,482	-	(635,719)	-	(635,719)
88,284	-	(198,987)	-	(198,987)
-	-	(410,330)	-	(410,330)
<u>1,480,903</u>	<u>8,609,291</u>	<u>(8,111,087)</u>	<u>-</u>	<u>(8,111,087)</u>
7,589	911,151	-	860,675	860,675
-	1,208,076	-	405,431	405,431
-	-	-	149,897	149,897
<u>7,589</u>	<u>2,119,227</u>	<u>-</u>	<u>1,416,003</u>	<u>1,416,003</u>
<u>\$1,488,492</u>	<u>\$10,728,518</u>	<u>(8,111,087)</u>	<u>1,416,003</u>	<u>(6,695,084)</u>
General revenues:				
General property taxes		14,158,781	-	14,158,781
Other taxes		196,911	-	196,911
Tax increment		1,002,712	-	1,002,712
Grants and contributions not restricted to specific programs		2,364	-	2,364
Unrestricted investment earnings		1,517,537	603,782	2,121,319
Gain on disposal of capital assets		143,601	-	143,601
Transfers		(3,927,730)	3,927,730	-
Total general revenues and transfers		<u>13,094,176</u>	<u>4,531,512</u>	<u>17,625,688</u>
Change in net position		4,983,089	5,947,515	10,930,604
Net position - January 1		<u>78,824,240</u>	<u>65,494,759</u>	<u>144,318,999</u>
Net position - December 31		<u>\$83,807,329</u>	<u>\$71,442,274</u>	<u>\$155,249,603</u>

The accompanying notes are an integral part of these financial statements.

CITY OF LINO LAKES, MINNESOTA
BALANCE SHEET
GOVERNMENTAL FUNDS
December 31, 2024

		202
	General Fund	The Rookery Activity Center
Assets		
Cash and investments	\$12,219,374	\$221,692
Accrued interest receivable	248,791	-
Due from other governments	232,772	-
Accounts receivable - net	61,247	10,676
Prepaid items	557,155	56,350
Advances to other funds	-	-
Taxes receivable:		
Due from county	159,604	-
Delinquent	109,829	-
Special assessments receivable:		
Due from county	-	-
Delinquent	-	-
Deferred	410	-
Leases receivable	417,664	-
Interfund loan receivable	-	-
Total assets	\$14,006,846	\$288,718
Liabilities, Deferred Inflows of Resources, and Fund Balances		
Liabilities:		
Accounts payable	\$432,182	\$73,598
Salaries payable	441,050	43,232
Due to other governments	70,897	6,165
Advances from other funds	-	-
Retainage payable	-	-
Unearned revenue	-	88,367
Deposits payable	2,978,397	-
Interfund loan payable	-	-
Total liabilities	3,922,526	211,362
Deferred inflows of resources:		
Unavailable revenue	110,239	-
Lease related	417,664	-
Total deferred inflows of resources	527,903	-
Fund balance:		
Nonspendable	557,155	56,350
Restricted	-	-
Committed	67,500	21,006
Assigned	-	-
Unassigned	8,931,762	-
Total fund balance	9,556,417	77,356
Total liabilities, deferred inflows of resources, and fund balance	\$14,006,846	\$288,718

The accompanying notes are an integral part of these financial statements.

Statement 3

402 Capital Equipment Replacement	406 Area and Unit Trunk	420 MSA Construction	Other Governmental Funds	Total Governmental Funds
\$1,527,992	\$10,363,105	\$4,338,835	\$13,658,273	\$42,329,271
-	-	-	-	248,791
-	2,611,401	-	-	2,844,173
-	-	-	-	71,923
-	-	-	-	613,505
-	-	-	202,000	202,000
-	-	-	167,953	327,557
-	-	-	-	109,829
-	613	232	2,061	2,906
-	6,456	3,262	994	10,712
-	890,238	1,602,924	477,324	2,970,896
-	-	-	1,165,913	1,583,577
-	-	-	738,060	738,060
<u>\$1,527,992</u>	<u>\$13,871,813</u>	<u>\$5,945,253</u>	<u>\$16,412,578</u>	<u>\$52,053,200</u>
\$ -	\$2,377,881	\$55,871	\$454,227	\$3,393,759
-	-	-	-	484,282
-	-	-	-	77,062
-	-	-	202,000	202,000
-	177,595	-	17,389	194,984
-	-	-	2,500	90,867
-	-	-	-	2,978,397
1,809,108	-	-	1,297,170	3,106,278
<u>1,809,108</u>	<u>2,555,476</u>	<u>55,871</u>	<u>1,973,286</u>	<u>10,527,629</u>
-	896,694	1,606,186	478,318	3,091,437
-	-	-	1,165,913	1,583,577
-	896,694	1,606,186	1,644,231	4,675,014
-	-	-	100,000	713,505
-	-	-	6,441,358	6,441,358
-	-	-	300,423	388,929
-	10,419,643	4,283,196	7,567,121	22,269,960
(281,116)	-	-	(1,613,841)	7,036,805
<u>(281,116)</u>	<u>10,419,643</u>	<u>4,283,196</u>	<u>12,795,061</u>	<u>36,850,557</u>
<u>\$1,527,992</u>	<u>\$13,871,813</u>	<u>\$5,945,253</u>	<u>\$16,412,578</u>	<u>\$52,053,200</u>

The accompanying notes are an integral part of these financial statements.

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CITY OF LINO LAKES, MINNESOTA**RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL
FUNDS TO THE STATEMENT OF NET POSITION**

December 31, 2024

Statement 4

Fund balance - total governmental funds (Statement 3)	\$36,850,557
Net position reported for governmental activities in the Statement of Net Position is different because:	
Certain assets used in governmental activities are not current financial resources and, therefore, are not reported in the funds.	
Capital assets	66,877,583
Net pension asset	695,585
Other long-term assets are not available to pay for current-period expenditures and therefore, are reported as unavailable revenue in the funds:	
Delinquent taxes receivable	109,829
Delinquent special assessments receivable	10,712
Deferred special assessments receivable	2,970,896
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the funds. Long-term liabilities at year end consist of:	
Bonds and notes payable	(15,070,000)
Unamortized bond premiums	(657,458)
Unamortized bond discounts	1,234
Accrued interest payable	(178,231)
Compensated absences payable	(1,178,755)
Other post employment benefits	(737,331)
Net pension liability	(4,463,956)
Deferred outflows and inflows of resources related to pensions and OPEB are associated with long-term liabilities that are not due and payable in the current period, and therefore, are not reported in the funds. Balances at year end are:	
Deferred outflows of resources related to pensions	5,319,229
Deferred outflows of resources related to OPEB	297,911
Deferred inflows of resources related to pensions	(6,670,897)
Deferred inflows of resources related to OPEB	(369,579)
Net position of governmental activities (Statement 1)	<u><u>\$83,807,329</u></u>

The accompanying notes are an integral part of these financial statements.

CITY OF LINO LAKES, MINNESOTA
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE
GOVERNMENTAL FUNDS
For The Year Ended December 31, 2024

	General Fund	202 The Rookery Activity Center	342 G.O. Improvement Bonds of 2016B
Revenues:			
General property taxes	\$10,399,167	\$500,000	\$ -
Other taxes	133,969	-	-
Tax increment	-	-	-
Licenses and permits	1,143,987	-	-
Special assessments	382	-	-
Intergovernmental	1,057,662	8,825	-
Charges for services	557,880	1,277,687	-
Fines and forfeits	96,282	-	-
Investment earnings	301,634	4,581	-
Miscellaneous	35,218	77,939	-
Total revenues	13,726,181	1,869,032	-
Expenditures:			
Current:			
General government	2,718,462	-	-
Public safety	6,435,117	-	-
Public works	1,787,741	-	-
Culture and recreation	997,320	1,786,609	-
Conservation of natural resources	247,911	-	-
Community development	302,543	-	-
Capital outlay:			
Public safety	-	-	-
Public works	-	-	-
Culture and recreation	-	-	-
Debt service:			
Principal	-	-	-
Interest and fiscal charges	-	-	-
Total expenditures	12,489,094	1,786,609	-
Revenues over (under) expenditures	1,237,087	82,423	-
Other financing sources (uses):			
Transfers in	20,000	-	1,728,204
Transfers out	(286,590)	-	-
Proceeds from sale of capital assets	2,040	-	-
Total other financing sources (uses)	(264,550)	-	1,728,204
Net change in fund balance	972,537	82,423	1,728,204
Fund balance - January 1	8,583,880	(5,067)	(1,728,204)
Fund balance - December 31	\$9,556,417	\$77,356	\$ -

The accompanying notes are an integral part of these financial statements.

Statement 5

402 Capital Equipment Replacement	406 Area and Unit Trunk	420 MSA Construction	Other Governmental Funds	Total Governmental Funds
\$823,598	\$ -	\$ -	\$2,402,724	\$14,125,489
-	-	-	62,942	196,911
-	-	-	1,002,712	1,002,712
-	-	-	-	1,143,987
-	1,566,841	67,929	629,774	2,264,926
-	4,001,251	8,468	92,284	5,168,490
10,000	-	-	694,080	2,539,647
-	-	-	5,375	101,657
56,972	427,648	202,947	523,755	1,517,537
8,138	-	14,941	8,200	144,436
898,708	5,995,740	294,285	5,421,846	28,205,792
-	-	-	390,460	3,108,922
6,401	-	-	116,914	6,558,432
-	67,662	281,818	246,316	2,383,537
-	-	-	55,359	2,839,288
-	-	-	7,850	255,761
-	-	-	437,159	739,702
332,528	-	-	92,532	425,060
367,448	5,050,572	631,753	2,063,491	8,113,264
-	-	-	739,636	739,636
-	-	-	2,115,475	2,115,475
-	5,000	-	508,966	513,966
706,377	5,123,234	913,571	6,774,158	27,793,043
192,331	872,506	(619,286)	(1,352,312)	412,749
150,000	1,818,191	232,529	2,471,599	6,420,523
-	(1,833,379)	(140,471)	(2,079,625)	(4,340,065)
337,132	-	-	1,125	340,297
487,132	(15,188)	92,058	393,099	2,420,755
679,463	857,318	(527,228)	(959,213)	2,833,504
(960,579)	9,562,325	4,810,424	13,754,274	34,017,053
(\$281,116)	\$10,419,643	\$4,283,196	\$12,795,061	\$36,850,557

The accompanying notes are an integral part of these financial statements.

CITY OF LINO LAKES, MINNESOTA
**RECONCILIATION OF THE STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCE OF
GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES**
For The Year Ended December 31, 2024
Statement 6

Net change in fund balance - total governmental funds (Statement 5)	\$2,833,504
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Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense:

Capital outlay	9,277,960
Capital outlay not capitalized	(1,304,228)
Depreciation	(4,341,126)

Various other transactions involving capital assets increase (decrease) net position on the Statement of Activities, but are not reported in governmental funds because they do not provide (or use) current financial resources:

Contributions of infrastructure from private sources	3,449,565
Contributions of infrastructure to business-type activities	(6,008,188)
Gain (loss) on disposal of capital assets	(196,696)

Revenues in the Statement of Activities that do not provide current financial resources are not reported as revenues in the funds:

Change in delinquent taxes receivable	33,292
Change in delinquent special assessments receivable	(2,189)
Change in deferred special assessments receivable	(952,442)

The issuance of long-term debt provides current financial resources to governmental funds, while repayment of the principal of long-term debt consumes the current financial resources. Neither transaction, however, has any effect on net position. Also, governmental funds report the effects of bond premiums and discounts when the debt is first issued, whereas amounts are deferred and amortized over the life of the debt in the Statement of Activities.

Repayment of principal	2,115,475
Amortization of bond premiums and discounts	75,819

Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds. Expenses reported in the Statement of Activities include the effects of the changes in these expense accruals as follows:

Change in accrued interest payable	27,817
Change in compensated absences payable	(363,477)
Change in OPEB liability and related deferred outflows and inflows of resources	(27,492)

Pension expense in governmental funds is measured by current year employer contributions. Pension expense in the Statement of Activities is measured by the change in the net pension liability and related deferred inflows and outflows of resources. This is the amount by which pension expense differed from pension contributions.

	365,495
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Change in net position of governmental activities (Statement 2)	<u><u>\$4,983,089</u></u>
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The accompanying notes are an integral part of these financial statements.

CITY OF LINO LAKES, MINNESOTA
STATEMENT OF NET POSITION
PROPRIETARY FUNDS
December 31, 2024

Statement 7

	Business-Type Activities - Enterprise Funds			
	601 Water	602 Sewer	603 Storm Water	Total
Assets:				
Current assets:				
Cash and cash equivalents	\$5,442,633	\$7,633,589	\$415,847	\$13,492,069
Due from other governments	2,645	2,842	-	5,487
Accounts receivable - net	321,218	305,320	69,007	695,545
Prepaid items	30,008	147,246	6,123	183,377
Inventory	85,378	-	-	85,378
Total current assets	<u>5,881,882</u>	<u>8,088,997</u>	<u>490,977</u>	<u>14,461,856</u>
Noncurrent assets:				
Interfund loan receivable	-	2,368,218	-	2,368,218
Capital assets:				
Land	374,867	-	-	374,867
Construction in progress	6,666,699	248,600	-	6,915,299
Equipment	307,264	570,307	-	877,571
Water and sewer systems	40,815,980	34,779,412	-	75,595,392
Total capital assets	<u>48,164,810</u>	<u>35,598,319</u>	<u>-</u>	<u>83,763,129</u>
Less: Allowance for depreciation	<u>(13,567,431)</u>	<u>(13,409,904)</u>	<u>-</u>	<u>(26,977,335)</u>
Net capital assets	<u>34,597,379</u>	<u>22,188,415</u>	<u>-</u>	<u>56,785,794</u>
Total noncurrent assets	<u>34,597,379</u>	<u>24,556,633</u>	<u>-</u>	<u>59,154,012</u>
Total assets	<u>40,479,261</u>	<u>32,645,630</u>	<u>490,977</u>	<u>73,615,868</u>
Deferred outflows of resources related to pensions	<u>54,483</u>	<u>54,696</u>	<u>13,077</u>	<u>122,256</u>
Liabilities:				
Current liabilities:				
Accounts payable	146,794	87,640	9,655	244,089
Salaries payable	15,718	15,716	7,747	39,181
Due to other governments	14,556	221	-	14,777
Deposits payable	4,600	-	-	4,600
Accrued interest payable	3,092	-	-	3,092
Compensated absences payable - current portion	33,495	33,495	13,248	80,238
Long-term debt - current portion	349,190	-	-	349,190
Total current liabilities	<u>567,445</u>	<u>137,072</u>	<u>30,650</u>	<u>735,167</u>
Noncurrent liabilities:				
Compensated absences payable	19,672	19,672	7,780	47,124
Other post employment benefits	39,697	39,697	24,306	103,700
Long-term debt	867,095	-	-	867,095
Net pension liability	130,080	132,430	44,697	307,207
Total noncurrent liabilities	<u>1,056,544</u>	<u>191,799</u>	<u>76,783</u>	<u>1,325,126</u>
Total liabilities	<u>1,623,989</u>	<u>328,871</u>	<u>107,433</u>	<u>2,060,293</u>
Deferred inflows of resources related to pensions	<u>101,069</u>	<u>101,251</u>	<u>33,237</u>	<u>235,557</u>
Net position:				
Net investment in capital assets	31,010,170	22,188,415	-	53,198,585
Unrestricted	7,798,516	10,081,789	363,384	18,243,689
Total net position	<u>\$38,808,686</u>	<u>\$32,270,204</u>	<u>\$363,384</u>	<u>\$71,442,274</u>

The accompanying notes are an integral part of these financial statements.

CITY OF LINO LAKES, MINNESOTA
STATEMENT OF REVENUES, EXPENSES AND
CHANGES IN FUND NET POSITION
PROPRIETARY FUNDS
For The Year Ended December 31, 2024

Statement 8

	Business-Type Activities - Enterprise Funds			
	601 Water	602 Sewer	603 Storm Water	Totals
Operating revenues:				
Charges for services	\$1,937,526	\$2,157,807	\$559,217	\$4,654,550
Hook-up charges	34,000	28,680	-	62,680
Water meter sales	100,582	-	-	100,582
Total operating revenues	2,072,108	2,186,487	559,217	4,817,812
Operating expenses:				
Personal services	409,500	419,091	189,706	1,018,297
Materials and supplies	353,106	77,690	5,853	436,649
Contractual services	250,296	297,523	208,377	756,196
MCES sewer charges	-	1,291,179	-	1,291,179
Depreciation	927,267	753,799	-	1,681,066
Utilities	97,816	44,614	-	142,430
Other	89,096	105,236	5,384	199,716
Total operating expenses	2,127,081	2,989,132	409,320	5,525,533
Operating income (loss)	(54,973)	(802,645)	149,897	(707,721)
Nonoperating revenues (expenses):				
Investment earnings	250,835	331,428	21,519	603,782
Interest expense	(3,092)	-	-	(3,092)
Intergovernmental revenue	7,589	-	-	7,589
Total nonoperating revenues (expenses)	255,332	331,428	21,519	608,279
Income (loss) before contributions and transfers	200,359	(471,217)	171,416	(99,442)
Contributions and transfers:				
Capital contributions from private sources	911,151	1,208,076	-	2,119,227
Capital contributions from governmental activities	6,008,188	-	-	6,008,188
Transfer out	(2,024,951)	-	(55,507)	(2,080,458)
Total contributions and transfers	4,894,388	1,208,076	(55,507)	6,046,957
Change in net position	5,094,747	736,859	115,909	5,947,515
Net position - January 1	33,713,939	31,533,345	247,475	65,494,759
Net position - December 31	\$38,808,686	\$32,270,204	\$363,384	\$71,442,274
Amounts reported above			Capital Grants and Contributions	Transfers - Net
Amounts reported for business-type activities in the statement of activities are different because:			\$8,127,415	(\$2,080,458)
Transfer in of capital assets from governmental activities			(6,008,188)	6,008,188
Amounts reported on the statement of activities			\$2,119,227	\$3,927,730

The accompanying notes are an integral part of these financial statements.

CITY OF LINO LAKES, MINNESOTA
STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
For The Year Ended December 31, 2024

Statement 9

	Business-Type Activities - Enterprise Funds			
	601 Water	602 Sewer	603 Storm Water	Totals
Cash flows from operating activities:				
Receipts from customers and users	\$2,070,457	\$2,191,108	\$566,661	\$4,828,226
Payment to suppliers	(794,420)	(1,795,573)	(227,773)	(2,817,766)
Payment to employees	(384,940)	(394,531)	(195,993)	(975,464)
Net cash flows provided by operating activities	<u>891,097</u>	<u>1,004</u>	<u>142,895</u>	<u>1,034,996</u>
Cash flows from noncapital financing activities:				
Intergovernmental revenue	<u>5,289</u>	<u>-</u>	<u>-</u>	<u>5,289</u>
Cash flows from capital and related financing activities:				
Acquisition of capital assets	(120,780)	(99,493)	-	(220,273)
Note proceeds	1,216,285	-	-	1,216,285
Repayment of interfund loan receivable	-	223,598	-	223,598
Transfers out	(2,024,951)	-	(55,507)	(2,080,458)
Net cash flows provided by capital and related financing activities	<u>(929,446)</u>	<u>124,105</u>	<u>(55,507)</u>	<u>(860,848)</u>
Cash flows from investing activities:				
Investment earnings	<u>250,835</u>	<u>331,428</u>	<u>21,519</u>	<u>603,782</u>
Net increase (decrease) in cash and cash equivalents	<u>217,775</u>	<u>456,537</u>	<u>108,907</u>	<u>783,219</u>
Cash and cash equivalents - January 1	<u>5,224,858</u>	<u>7,177,052</u>	<u>306,940</u>	<u>12,708,850</u>
Cash and cash equivalents - December 31	<u><u>\$5,442,633</u></u>	<u><u>\$7,633,589</u></u>	<u><u>\$415,847</u></u>	<u><u>\$13,492,069</u></u>
Reconciliation of operating income to net cash provided by operating activities:				
Operating income (loss)	<u>(\$54,973)</u>	<u>(\$802,645)</u>	<u>\$149,897</u>	<u>(\$707,721)</u>
Adjustments to reconcile operating income (loss) to net cash flows from operating activities:				
Depreciation	927,267	753,799	-	1,681,066
Changes in assets and liabilities:				
Decrease (increase) in accounts receivable - net	(1,651)	4,621	7,444	10,414
Decrease (increase) in prepaid items	(2,930)	(3,020)	3,026	(2,924)
Decrease (increase) in inventory	(5,611)	-	-	(5,611)
Decrease (increase) in deferred outflows of resources	36,497	36,497	18,930	91,924
Increase (decrease) in payables	18,649	23,689	(11,185)	31,153
Increase (decrease) in other accrued liabilities	(14,214)	-	-	(14,214)
Increase (decrease) in compensated absences	25,853	25,853	(3,393)	48,313
Increase (decrease) in other post employment benefits	5,529	5,529	645	11,703
Increase (decrease) in net pension liability	(66,455)	(66,455)	(34,469)	(167,379)
Increase (decrease) in deferred inflows of resources	23,136	23,136	12,000	58,272
Total adjustments	<u>946,070</u>	<u>803,649</u>	<u>(7,002)</u>	<u>1,742,717</u>
Net cash provided by operating activities	<u><u>\$891,097</u></u>	<u><u>\$1,004</u></u>	<u><u>\$142,895</u></u>	<u><u>\$1,034,996</u></u>
Noncash investing, capital and financing activities:				
Contributions of capital assets	<u><u>\$6,919,339</u></u>	<u><u>\$1,208,076</u></u>	<u><u>\$ -</u></u>	<u><u>\$8,127,415</u></u>

The accompanying notes are an integral part of these financial statements.

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Note 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of Lino Lakes, Minnesota (the City) is a public corporation formed under Minnesota Statute 410. As such, the City is under home rule charter regulations and applicable statutory guidelines.

The basic financial statements of the City have been prepared in conformity with U.S. generally accepted accounting principles as applied to governmental units by the Governmental Accounting Standards Board (GASB). The following is a summary of significant accounting policies:

A. FINANCIAL REPORTING ENTITY

In accordance with GASB pronouncements and accounting principles generally accepted in the United States of America, the financial statements of the reporting entity include those of the City (the primary government) and its component units. The component units discussed below are included in the City's reporting entity as blended component units because of the significance of their operational or financial relationships with the City.

COMPONENT UNITS

The Economic Development Authority (EDA) of Lino Lakes is an entity legally separate from the City. However, for financial reporting purposes, the EDA is reported as if it were a part of the City's operation because the governing body is substantially the same as the governing body of the City and a financial benefit or burden relationship exists between the City and the EDA. The EDA does not issue separate financial statements.

The Housing and Development Authority (HRA) of Lino Lakes is an entity legally separate from the City. However, for financial reporting purposes, the HRA is reported as if it were part of the City's operations because the members of the City Council serve as commission members and a financial benefit or burden relationship exists between the City and the HRA. The HRA has not yet incurred any financial activity.

B. GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) report information on all of the non-fiduciary activities of the primary government and its component units. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or business-type activity are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or business-type activity. *Program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or business-type activity and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or business-type activity. Taxes and other items not included among program revenues are reported instead as *general revenues*.

The fund financial statements are provided for governmental and proprietary funds. The emphasis of governmental and proprietary fund financial statements is on major individual governmental and enterprise funds, with each displayed as separate columns in the fund financial statements. All remaining governmental and enterprise funds are aggregated and reported as nonmajor funds.

Proprietary fund operating revenues, such as charges for services, result from exchange transactions associated with the principal activity of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values. Nonoperating revenues, such as subsidies and investment earnings, result from nonexchange transactions or incidental activities.

The City reports the following major governmental funds:

The *General Fund* is the City's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The *Rookery Activity Center* accounts for the activities relating to The Rookery Activity Center.

The *General Obligation Improvement Bonds of 2016B Fund* accounts for the accumulation of resources for, and the payment of, interest, principal and related costs on general long-term debt. The bonds were used to fund the Legacy at Woods Edge improvements.

The *Capital Equipment Replacement Fund* accounts for pay-as-you-go capital equipment financing and financing of capital equipment through donations.

The *Area and Unit Trunk Fund* accounts for the collection of water and sewer unit charges to be used for debt payments and construction of infrastructure.

The *MSA Construction Fund* accounts for the financing of future reconstruction of state aid eligible streets.

The City reports the following major proprietary funds:

The *Water Fund* accounts for customer water service charges which are used to finance water system operating expenses.

The *Sewer Fund* accounts for customer sewer service charges which are used to finance sanitary sewer system operating expenses.

The *Storm Water Fund* accounts for customer storm water charges which are used to finance storm water system operating expenses.

C. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as are the proprietary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers all revenues, except reimbursement grants, to be available if they are collected within 60 days of the end of the current fiscal period. Reimbursement grants are considered available if they are collected within one year of the end of the current fiscal period. Expenditures generally are recorded when a liability

is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due. Property taxes, special assessments, intergovernmental revenues, charges for services and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of special assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received by the City.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are transactions that would be treated as revenues, expenditures or expenses if they involved external organizations, such as buying goods and services or payments in lieu of taxes, are similarly treated when they involve other funds of the City. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

Proprietary Funds distinguish *operating* revenues and expenses from *nonoperating* items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the water, sewer and storm water enterprise funds are charges to customers for sales and services. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

D. BUDGETS

Budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America. Annual appropriated budgets are adopted for the General Fund and The Rookery Activity Center special revenue fund. Budgeted expenditure appropriations lapse at year-end. Budgeted amounts are reported as originally adopted and as amended by the City Council.

Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the appropriation, is not employed by the City because it is at present not considered necessary to assure effective budgetary control or to facilitate effective cash management.

E. LEGAL COMPLIANCE – BUDGETS

The City follows these procedures in establishing the budgetary data reflected in the financial statements:

1. The City Administrator submits to the City Council a proposed operating budget (including the General Fund and The Rookery Activity Center Fund) for the fiscal year commencing the following January 1. The operating budget includes proposed expenditures and the means of financing them.
2. Public hearings are conducted to obtain taxpayer comments.
3. The budget is legally enacted through passage of a resolution on a departmental basis and can be expended by each department based upon detailed budget estimates for individual expenditure accounts.

4. The City Administrator is authorized to transfer appropriations within any department budget. Additional interdepartmental or interfund appropriations and deletions are or may be authorized by the City Council with fund (contingency) reserves or additional revenues.
5. Formal budgetary integration is employed as a management control device during the year for the General Fund and The Rookery Activity Center Fund.
6. Legal debt obligation indentures determine the appropriation level and debt service tax levies for the Debt Service Funds. Supplementary budgets are adopted for the Proprietary Funds to determine and calculate user charges. These debt service and budget amounts represent general obligation bond indenture provisions and net income for operation and capital maintenance and are not reflected in the financial statements.
7. A capital improvement program is reviewed annually by the City Council for the Capital Project Funds. However, appropriations for major projects are not adopted until the actual bid award of the improvement. The appropriations are not reflected in the financial statements.
8. Expenditures may not legally exceed budgeted appropriations at the department level unless approved by the City Council. Therefore, the legal level of budgetary control is at the department level (i.e. administration, community development, public safety, public services, and other).
9. The City Council may authorize transfers of budgeted amounts between City funds.

F. CASH AND INVESTMENTS

Cash and investment balances from all funds are pooled and invested to the extent available in authorized investments. Investment income is allocated to individual funds on the basis of the fund's equity in the cash and investment pool.

Investments are stated at fair value, except for investments in external investment pools that meet GASB 79 requirements, which are stated at amortized cost. Interest earnings are accrued at year-end.

For purposes of the Statement of Cash Flows, the proprietary funds consider all highly liquid investments with a maturity of three months or less when purchased to be cash equivalents. All of the cash and investments allocated to the proprietary fund types have original maturities of 90 days or less. Therefore, the entire balance in such fund types is considered cash equivalents.

Permanently restricted cash and investments represents the principal and earnings portion of resources received that must be retained in a permanent fund. Only earnings from these funds may be used for purposes that support environmental maintenance and improvements.

G. PROPERTY TAX REVENUE RECOGNITION

The City Council annually adopts a tax levy and certifies it to the County in December (levy/assessment date) of each year for collection in the following year. The County is responsible for billing and collecting all property taxes for itself, the City, the local School District and other taxing authorities. Such taxes become a lien on January 1 and are recorded as receivables by the City at that date. Real property taxes are payable (by property owners) on May 15 and October 15 of each calendar year. Personal property taxes are payable by taxpayers on February 28 and June 30 of each year. These taxes are collected by the County and remitted to the City on or before July 15 and December 15 of the same year. Delinquent collections for November and December are received the following January. The City has no ability to enforce payment of property taxes by property owners. The County possesses this authority.

Within the government-wide financial statements, the City recognizes property tax revenue in the period for which taxes were levied. Uncollectible property taxes are not material and have not been reported.

Within the governmental fund financial statements, the City recognizes property tax revenue when it becomes both measurable and available to finance expenditures of the current period. In practice, current and delinquent taxes received by the City in July, December, and the following January are recognized as revenue for the current year. Taxes collected by the county by December 31 (remitted to the City the following January) are classified as due from county. Taxes not collected by the county by December 31 are classified as delinquent taxes receivable. Delinquent taxes receivable are fully offset by deferred inflows of resources because they are not available to finance current expenditures.

The City's property tax revenue includes payments from the Metropolitan Revenue Distribution (Fiscal Disparities Formula) per State Statute 473F. This statute provides a means of spreading a portion of the taxable valuation of commercial/industrial real property to various taxing authorities within the defined metropolitan area. The valuation "shared" is a portion of commercial/industrial property valuation growth since 1971.

H. SPECIAL ASSESSMENT REVENUE RECOGNITION

Special assessments are levied against benefited properties for the cost or a portion of the cost of special assessment improvement projects in accordance with state statutes. These assessments are collectible by the City over a term of years usually consistent with the term of the related bond issue. Collection of annual installments (including interest) is handled by the County Auditor in the same manner as property taxes. Property owners are allowed to (and often do) prepay future installments without interest or prepayment penalties.

Once a special assessment roll is adopted, the amount attributed to each parcel is a lien upon that property until full payment is made or the amount is determined to be excessive by the City Council or court action. If special assessments are allowed to go delinquent, the property is subject to tax forfeit sale and the first proceeds of that sale (after costs, penalties and expenses of sale) are remitted to the City in payment of delinquent special assessments. Generally, the City will collect the full amount of its special assessments not adjusted by City Council or court action. Pursuant to state statutes, a property shall be subject to a tax forfeit sale after three years unless it is homesteaded, agricultural or seasonal recreational land in which event the property is subject to such sale after five years.

Within the government-wide financial statements, the City recognizes special assessment revenue in the period that the assessment roll was adopted by the City Council. Uncollectible special assessments are not material and have not been reported.

Within the fund financial statements, the revenue from special assessments is recognized by the City when it becomes measurable and available to finance expenditures of the current fiscal period. In practice, current and delinquent special assessments received by the City are recognized as revenue for the current year. Special assessments collected by the County by December 31 (remitted to the City the following January) and are also recognized as revenue for the current year. All remaining delinquent, deferred and special deferred assessments receivable in governmental funds are fully offset by deferred inflows of resources.

I. INVENTORY

For governmental funds, the original cost of materials and supplies are recorded as expenditures at the time of purchase. These funds do not maintain material amounts of inventories.

Inventories of the proprietary funds are stated at cost, which approximates market, using the first-in, first-out (FIFO) method.

J. PREPAID ITEMS

Certain prepayments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements. Prepaid items are reported using the consumption method and recorded as expenditures/expenses at the time of consumption.

K. LEASES RECEIVABLE

Leases receivable are measured at the present value of lease payments expected to be received during the lease term. A deferred inflow of resources is recorded for the lease at the commencement of the lease in an amount equal to the initial recording of the lease receivable and is recognized as revenue over the lease term.

L. INTERFUND TRANSACTIONS

During the course of operations, numerous transactions occur between individual funds for goods provided or services rendered. Interfund services provided and used are accounted for as revenues, expenditures or expenses. Transactions that constitute reimbursements to a fund for expenditures / expenses initially made from it that are properly applicable to another fund, are recorded as expenditures/expenses in the reimbursing fund and as reductions of expenditures/expenses in the fund that is reimbursed.

The City provides temporary advances to funds that have insufficient cash balances by means of an advance from another fund. Such advances are classified as “advances to/from other funds.” Long-term interfund loans are classified as “interfund loan receivable/payable.” Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as “internal balances.” All other interfund transactions are reported as transfers.

M. CAPITAL ASSETS

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g. roads, sidewalks, drainage systems, water and sewer systems, and similar items) are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the City as assets with an estimated useful life in excess of one year, which have an individual value equal to or greater than the capitalization thresholds for each asset class as follows:

Land	\$10,000
Buildings	\$50,000
Land improvements	\$25,000
Equipment	\$10,000
Infrastructure	\$100,000

Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation. All existing City infrastructure has been capitalized regardless of date placed in service.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Depreciation on exhaustible assets is recorded as an allocated expense in the Statement of Activities with accumulated depreciation reflected in the Statement of Net Position. Capital assets are depreciated using the straight-line method over their estimated useful lives. Since surplus assets are sold for an immaterial amount when declared as no longer needed for City purposes, no salvage value is taken into consideration for depreciation purposes. Useful lives vary from 5 to 40 years for buildings, office furniture and equipment, vehicles, machine shop and equipment and other assets, and 15 to 50 years for infrastructure and other improvements.

N. COMPENSATED ABSENCES

It is the City's policy to permit employees to accumulate earned but unused vacation, PTO (Personal Time Off), extended leave and sick pay benefits. All leave that is attributable to services already rendered, accumulates, and is more likely than not to be used for time off or otherwise paid is accrued in the government-wide and proprietary fund financial statements. A liability for these amounts is reported in governmental funds only if it has matured, for example, as a result of employee resignations or retirements. The current portion is calculated based on historical trends.

O. LONG-TERM OBLIGATIONS

In the government-wide and proprietary fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type Statement of Net Position. Bond premiums and discounts are amortized over the life of the related debt.

In the fund financial statements, governmental fund types recognize bond premiums and discounts during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses.

P. DEFINED BENEFIT PENSION PLANS

For purposes of measuring the net pension liability, deferred outflows and inflows of resources, and pension expense, information about the fiduciary net position of the Public Employees Retirement Association (PERA) and additions to and deductions from PERA's fiduciary net position have been determined on the same basis as they are reported by PERA, except that PERA's fiscal year end is June 30. For this purpose, plan contributions are recognized as of employer payroll paid dates and benefit payments and refunds are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Q. DEFERRED OUTFLOWS AND INFLOWS OF RESOURCES

In addition to assets, the statement of financial position reports a separate section for deferred outflows of resources. This separate financial statement element represents a consumption of net assets that applies to future periods and so will *not* be recognized as an outflow of resources (expense) until that time. The City has two items that qualify for reporting in this category. Pension related deferred outflows of resources are reported in the government-wide statement of net position and the proprietary funds statement of net position. OPEB related deferred outflows of resources are only reported in the governmental activities column of the government-wide statement of net position as amounts applicable to business-type activities are immaterial.

In addition to liabilities, the statement of financial position reports a separate section for deferred inflows of resources. This separate financial statement element represents an acquisition of net assets that applies to future periods, and therefore, will not be recognized as an inflow of resources (revenue) until that time. Lease related deferred inflows of resources are reported in the government-wide statement of net position and the governmental funds balance sheet. Pension related deferred inflows of resources are reported in the government-wide statement of net position and the proprietary funds statement of net position. OPEB related deferred inflows of resources are only reported in the governmental activities column of the government-wide statement of net position as amounts applicable to business-type activities are immaterial. The City also has a type of item, which arises only under a modified accrual basis of accounting, that qualifies for reporting in this category. Accordingly, the item, unavailable revenue, is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenue from the following sources: property taxes and special assessments not collected within 60 days from year-end.

R. FUND BALANCE CLASSIFICATIONS

In the fund financial statements, governmental funds report fund balance in classifications that disclose constraints for which amounts in those funds can be spent. These classifications are as follows:

Nonspendable - consists of amounts that are not in spendable form, such as prepaid items and corpus of any permanent fund.

Restricted - consists of amounts related to externally imposed constraints established by creditors, grantors or contributors; or constraints imposed by state statutory provisions.

Committed - consists of internally imposed constraints. These constraints are established by a resolution approved by the City Council, and committed amounts cannot be used for any other purpose unless the City Council removes or changes the specified use by resolution.

Assigned - consists of internally imposed constraints for the specific purpose of the City's intended use. These constraints are established by the City Council and/or management. The City Council passed a resolution authorizing the Finance Director to assign fund balances and their intended uses.

Unassigned - is the residual classification for the general fund. The general fund is the only fund that reports a positive unassigned fund balance amount. In other governmental funds, if expenditures incurred for specific purposes exceed the amounts that are restricted, committed or assigned to those purposes, it may be necessary to report a negative unassigned fund balance in that fund.

When both restricted and unrestricted resources are available for use, it is the City's policy to first use restricted resources, and then use unrestricted resources as they are needed. When committed, assigned or unassigned resources are available for use, it is the City's policy to use resources in the following order: 1) committed 2) assigned and 3) unassigned.

The City formally adopted a fund balance policy for the General Fund. The policy establishes an unassigned fund balance range of 40% - 50% of general fund operating expenditures.

S. USE OF ESTIMATES

The preparation of financial statements in accordance with generally accepted accounting principles (GAAP) requires management to make estimates that affect amounts reported in the financial statements during the reporting period. Actual results could differ from such estimates.

Note 2 DEPOSITS AND INVESTMENTS

A. DEPOSITS

In accordance with Minnesota Statutes, the City maintains deposits at those depository banks authorized by the City Council. All such banks are members of the Federal Reserve System.

Minnesota Statutes require that insurance, surety bonds or collateral protect all City deposits. The market value of collateral pledged must equal 110% of deposits not covered by insurance or bonds. Securities pledged as collateral are required to be held in safekeeping by the City or in a financial institution other than that furnishing the collateral. Minnesota Statute 118A.03 identifies allowable forms of collateral.

Custodial Credit Risk – the risk that in the event of a bank failure, the City’s deposits may not be returned to it. The City has no additional deposit policies addressing custodial credit risk.

At December 31, 2024, the bank balance of the City’s deposits with financial institutions was \$13,380,912 and the carrying amount was \$13,289,330. All deposits were covered by federal depository insurance or by collateral pledge and held in the City’s name.

B. INVESTMENTS

Subject to rating, yield, maturity and issuer requirements as prescribed by statute, Minnesota Statutes 118A.04 and 118A.05 authorize the City to invest in United States securities, state and local securities, commercial paper, time deposits, temporary general obligation bonds, repurchase agreements, Minnesota joint powers investment trusts and guaranteed investment contracts.

At December 31, 2024, the City had the following investments and maturities:

Investment Type	Rating	Fair Value	Investment Maturities (in Years)		
			Less Than 1	1 - 3	3 - 6
Municipal bonds	*	\$25,410,740	4,676,411	11,373,385	9,360,944
Brokered certificate of deposits	Not rated	9,337,295	3,853,079	4,736,827	747,389
Federal agency securities	AA+	5,312,124	1,333,129	1,650,350	2,328,645
External investment pools:					
4M Liquid Asset Class	AAAm	713,386	713,386	-	-
4M PLUS Class	AAAm	486,366	486,366	-	-
First American Treasury Obligation Fund	AAAm	1,270,659	1,270,659	-	-
Total		<u>\$42,530,570</u>	<u>\$12,333,030</u>	<u>\$17,760,562</u>	<u>\$12,436,978</u>
* AAA \$3,050,383; AA+ \$4,889,127; AA \$12,462,851;			Total investments		\$42,530,570
AA- \$4,513,909; A+ \$494,470			Deposits		13,289,330
			Cash on hand		1,440
			Total cash and investments		<u>\$55,821,340</u>

The 4M Multi-Class Fund is regulated by Minnesota Statutes and the Board of Directors of the League of Minnesota Cities. The 4M Multi-Class Fund has two separate classes, the 4M Liquid Asset Class and the 4M PLUS Class.

The 4M Multi-Class Fund is managed to maintain a portfolio weighted average maturity of no greater than 60 days and seeks to maintain a constant net asset value of \$1.00 per share. The Fund's investments are measured at amortized cost in accordance with Governmental Accounting Standards Board Statement No. 79. The 4M Liquid Asset Class has no redemption requirements. The 4M PLUS Class requires funds to be deposited for a minimum of 14 calendar days. Withdrawals prior to the 14-day restriction period are subject to a penalty equal to seven days interest on the amount withdrawn.

The First American Treasury Obligation money market fund seeks to maintain a constant net asset value of \$1.00 per share. The securities held by the fund are measured at amortized cost. Shares may be redeemed without penalty on any business day.

The City categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. The hierarchy has three levels. Level 1 investments are valued using inputs that are based on quoted prices in active markets for identical assets. Level 2 investments are valued using inputs that are based on quoted prices for similar assets or inputs that are observable, either directly or indirectly. Level 3 investments are valued using inputs that are unobservable.

The City has the following recurring fair value measurements at December 31, 2024:

Investment Type	12/31/2024	Fair Value Measurement Using		
		Level 1	Level 2	Level 3
Investments at fair value:				
Municipal bonds	\$25,410,740	\$ -	\$25,410,740	\$ -
Brokered certificate of deposits	9,337,295	-	9,337,295	-
Federal agency securities	5,312,124	-	5,312,124	-
		<u>\$ -</u>	<u>\$40,060,159</u>	<u>\$ -</u>
Investments not categorized:				
4M Liquid Asset Class	713,386			
4M PLUS Class	486,366			
First American Treasury Obligation Fund	1,270,659			
Total investments	<u>\$42,530,570</u>			

C. INVESTMENT RISKS

Custodial Credit Risk – Investments – For investments in securities, custodial credit risk is the risk that in the event of failure of the counterparty to a transaction, the City will not be able to recover the value of its investment securities that are in the possession of an outside party. Investments in investment pools and money markets are not evidenced by securities that exist in physical or book entry form, and therefore are not subject to custodial credit risk disclosures. The City’s investment policy requires its brokers be licensed with the appropriate federal and state agencies. A minimum capital requirement of \$5,000,000 and at least five years of operation is mandatory. Investments in securities are held by the City’s broker-dealers. The securities at each broker-dealer are insured \$500,000 through SIPC. Each broker-dealer has provided additional protection by providing additional insurance. This insurance is subject to aggregate limits applied to all of the broker-dealer’s accounts.

Interest Rate Risk – Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The City’s policy to minimize interest rate risk includes investing primarily in short-term securities and structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations.

Credit Risk – Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. The City’s policy to minimize credit risk includes limiting investing funds to those allowable under Minnesota Statute 118A, annually appointing all financial institutions where investments are held, and diversifying the investment portfolio. This is measured by the assignment of a rating by a nationally recognized statistical rating organization.

Concentration of Credit Risk – Concentration of credit risk is the risk of loss that may be attributed to the magnitude of a government’s investment in a single issuer. The City places no limit on the amount it may invest in any one issuer. At December 31, 2024, no individual investments exceeded 5% of the City’s total investment portfolio.

Note 3 RECEIVABLES

A. LONG-TERM RECEIVABLES

Significant receivable balances not expected to be collected within one year of December 31, 2024 are as follows:

	Property Taxes Receivable	Special Assessments Receivable	Leases Receivable	Total
Major Funds:				
General Fund	\$50,100	\$ -	\$337,901	\$388,001
Area and Unit Trunk	-	799,688	-	799,688
MSA Construction	-	1,544,193	-	1,544,193
Nonmajor Funds	-	373,400	1,099,288	1,472,688
Total	\$50,100	\$2,717,281	\$1,437,189	\$4,204,570

B. LEASES RECEIVABLE

The City leases a portion of its water towers for cellular tower antenna sites. These leases are non-cancelable for a period of 5 years, with two to four renewal periods of 5 years each at the lessee's option. The City considers the likelihood of these options being exercised to be greater than 50%. The agreements call for monthly lease payments between \$1,855 and \$3,570, with increases of 4% annually or 7.5% upon exercising renewal options. The lease receivables are measured at the present value of the future minimum lease payments expected to be received during the lease term at a discount rate of 5% which is based on the rate available to finance equipment over the same time periods.

The City leases space within its City Hall Complex to New Creations Child Care and Learning Center. The lease expires June 30, 2029, however, the City has the option to terminate the lease with at least 12 months written notice. The City considers the likelihood of cancelling the lease agreement to be less than 50%. The agreement calls for monthly lease payments of \$6,785, with annual increases of 3% through the end of the lease term. There are no renewal options stated in the lease agreement. The lease receivable is measured at the present value of the future minimum lease payments expected to be received during the lease term at a discount rate of 5%.

At December 31, 2024 the City recorded \$1,583,577 in lease receivables and deferred inflows of resources for these arrangements.

Total revenue recognized in relation to these leases is as follows:

	2024
Amortization of lease-related deferred inflows:	
Antenna leases	\$72,713
City Hall Complex lease	73,082
Total revenue recognized resulting from deferred inflow amortization	145,795
Interest revenue	83,077
Common area maintenance charges	28,095
Total revenue recognized in relation to leased assets	\$256,967

Note 4 UNAVAILABLE REVENUE

Governmental funds report deferred inflows of resources in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period. At the end of the current fiscal year, the various components of unavailable revenue reported in the governmental funds are as follows:

	Property Taxes Receivable	Special Assessments Receivable	Total
Major Funds:			
General Fund	\$109,829	\$410	\$110,239
Area and Unit Trunk	-	896,694	896,694
MSA Construction	-	1,606,186	1,606,186
Nonmajor Funds	-	478,318	478,318
Total	<u>\$109,829</u>	<u>\$2,981,608</u>	<u>\$3,091,437</u>

CITY OF LINO LAKES, MINNESOTA
NOTES TO FINANCIAL STATEMENTS
December 31, 2024

Note 5 CAPITAL ASSETS

Capital asset activity for the year ended December 31, 2024 was as follows:

	Beginning Balance*	Increases	Decreases	Transfers	Ending Balance
Governmental activities:					
Capital assets, not being depreciated:					
Land	\$5,698,330	\$33,000	\$ -	\$ -	\$5,731,330
Wetland credits	49,042	-	-	-	49,042
Construction in progress	5,871,019	10,517,723	(8,575,362)	(6,008,188)	1,805,192
Total capital assets, not being depreciated	11,618,391	10,550,723	(8,575,362)	(6,008,188)	7,585,564
Capital assets, being depreciated:					
Buildings	16,795,552	-	-	-	16,795,552
Equipment	10,867,225	872,574	(677,323)	-	11,062,476
Land improvements	2,915,803	1,310,861	-	-	4,226,664
Other equipment	161,713	-	-	-	161,713
Infrastructure	108,681,789	7,264,501	-	-	115,946,290
Total capital assets, being depreciated	139,422,082	9,447,936	(677,323)	-	148,192,695
Less accumulated depreciation for:					
Buildings	7,865,844	662,332	-	-	8,528,176
Equipment	5,868,278	812,856	(480,627)	-	6,200,507
Land improvements	1,239,650	154,364	-	-	1,394,014
Other equipment	127,057	2,835	-	-	129,892
Infrastructure	69,939,348	2,708,739	-	-	72,648,087
Total accumulated depreciation	85,040,177	4,341,126	(480,627)	-	88,900,676
Total capital assets being depreciated - net	54,381,905	5,106,810	(196,696)	-	59,292,019
Governmental activities capital assets - net	\$66,000,296	\$15,657,533	(\$8,772,058)	(\$6,008,188)	\$66,877,583
Business-type activities:					
Capital assets, not being depreciated:					
Land	\$374,867	\$ -	\$ -	\$ -	\$374,867
Construction in progress	4,040,557	2,119,226	(5,252,672)	6,008,188	6,915,299
Total capital assets, not being depreciated	4,415,424	2,119,226	(5,252,672)	6,008,188	7,290,166
Capital assets, being depreciated:					
Machinery and shop equipment	669,366	220,272	(12,067)	-	877,571
Water and sewer systems	70,342,718	5,252,674	-	-	75,595,392
Total capital assets, being depreciated	71,012,084	5,472,946	(12,067)	-	76,472,963
Less accumulated depreciation for:					
Machinery and shop equipment	250,622	80,393	(12,067)	-	318,948
Water and sewer systems	25,057,714	1,600,673	-	-	26,658,387
Total accumulated depreciation	25,308,336	1,681,066	(12,067)	-	26,977,335
Total capital assets being depreciated - net	45,703,748	3,791,880	-	-	49,495,628
Business-type activities capital assets - net	\$50,119,172	\$5,911,106	(\$5,252,672)	\$6,008,188	\$56,785,794

*As of January 1, 2024, the City reclassified certain capital assets and retitled certain capital asset categories to better reflect the nature of its assets. This reclassification had no impact on total capital assets or accumulated depreciation.

CITY OF LINO LAKES, MINNESOTA
NOTES TO FINANCIAL STATEMENTS
December 31, 2024

Depreciation expense was charged to functions/programs of the City as follows:

Governmental activities:	
General government	\$1,047,300
Public safety	408,947
Public works	2,466,163
Culture and recreation	417,023
Conservation of natural resources	1,693
Total depreciation expense - governmental activities	<u>\$4,341,126</u>
Business-type activities:	
Water	\$927,267
Sewer	753,799
Total depreciation expense - business-type activities	<u>\$1,681,066</u>

Note 6 LONG-TERM DEBT

The City issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities and equipment. City indebtedness at December 31, 2024 consisted of the following:

	Issue Date	Final Maturity Date	Interest Rate	Original Issue	Payable 12/31/2024
Governmental activities:					
General Obligation Bonds:					
G.O. Bonds, Series 2015A	08/01/15	02/01/31	2.00% - 3.00%	\$3,095,000	\$1,470,000
EDA Lease Revenue Bonds, Series 2015B	10/01/15	04/01/36	2.00% - 3.00%	4,350,000	2,910,000
G.O. Utility Revenue Bonds, Series 2016A	11/23/16	02/01/27	2.00%	1,420,000	445,000
G.O. Bonds, Series 2018A	12/19/18	02/01/34	3.00% - 5.00%	6,915,000	5,225,000
G.O. Utility Revenue Bonds, Series 2020A	07/08/20	02/01/35	2.00% - 4.00%	4,330,000	3,345,000
G.O. Street Reconstruction Bonds, Series 2021A	07/15/21	02/01/32	1.00% - 4.00%	1,815,000	1,480,000
Total General Obligation Bonds				<u>21,925,000</u>	<u>14,875,000</u>
Special Assessment Bonds:					
G.O. Improvement Bonds, Series 2014A	11/20/14	02/01/26	0.40% - 2.30%	2,645,000	195,000
Unamortized bond premiums				1,102,333	657,458
Unamortized bond discounts				(38,362)	(1,234)
Compensated absences payable				<u>N/A</u>	<u>1,178,755</u>
Total Government Activities				<u>\$25,633,971</u>	<u>\$16,904,979</u>
Business-Type Activities:					
Direct Borrowings:					
G.O. Water Revenue Note, Series 2024 (MPFA)	09/30/24	08/20/44	1.947%	\$15,996,190	\$1,216,285
Compensated absences payable				<u>N/A</u>	<u>127,362</u>
Total Business-Type Activities				<u>\$15,996,190</u>	<u>\$1,343,647</u>

CITY OF LINO LAKES, MINNESOTA
NOTES TO FINANCIAL STATEMENTS
December 31, 2024

CHANGES IN LONG-TERM DEBT

The following is a schedule of changes in long-term debt for the year ended December 31, 2024:

	Beginning Balance	Additions	Deletions	Ending Balance	Due Within One Year
Governmental Activities:					
General obligation bonds	\$16,735,000	\$ -	\$1,860,000	\$14,875,000	\$1,455,000
Special assessment bonds	415,000	-	220,000	195,000	160,000
Direct borrowings - capital note	35,475	-	35,475	-	-
Unamortized bond premiums	734,628	-	77,170	657,458	-
Unamortized bond discounts	(2,585)	-	(1,351)	(1,234)	-
Compensated absences payable*	815,278	363,477	-	1,178,755	826,030
Total governmental activities	<u>\$18,732,796</u>	<u>\$363,477</u>	<u>\$2,191,294</u>	<u>\$16,904,979</u>	<u>\$2,441,030</u>
Business-Type Activities:					
Direct borrowings - MPFA note	\$ -	\$1,216,285	\$ -	\$1,216,285	\$349,190
Compensated absences payable*	79,049	48,313	-	127,362	80,238
Total business-type activities	<u>\$79,049</u>	<u>\$1,264,598</u>	<u>\$ -</u>	<u>\$1,343,647</u>	<u>\$429,428</u>

* The change in compensated absences is presented as a net change.

DESCRIPTIONS OF LONG-TERM DEBT

General Obligation Bonds – the bonds were issued for improvements or projects which benefited the City as a whole and, therefore, are repaid from ad valorem levies.

Special Assessment Bonds – the bonds were issued to finance various improvements and will be repaid primarily from special assessments levied on the properties benefiting from the improvements. However, some issues are partly financed by ad valorem levies.

Utility Revenue Bonds – the Bonds were issued to finance various improvements in the water fund and will be repaid primarily from pledged revenues derived from the constructed assets.

Capital Note – the note was issued to fund the cost of the acquisition of capital equipment to be used by the North Metro Telecommunications Commission in the operation of a cable communications system. The note was repaid from franchise fee revenue.

Water Revenue Note – the note was issued to fund the construction of a water treatment plant and will be repaid from pledged revenues derived from charges for services of the water fund. Note proceeds are received from the Minnesota Public Facilities Authority (MPFA) on a reimbursement basis as the project progresses. The total amount of note proceeds available to disburse to the City is \$15,996,190.

The MPFA Bond Purchase and Project Loan Agreement defines Events of Default, including remedies if default were to occur. Remedies may include the following: 1) an interest penalty, 2) withhold approval of any disbursement request, 3) reject any pending application for financial assistance, 4) impose an immediate increase in the interest rate on the loan by eliminating all interest rate discounts, and 5) demand immediate payment of all outstanding principal and interest (to the extent permitted by law).

DEBT SERVICE REQUIREMENTS

Future principal and interest payments required to retire long-term debt are as follows:

Years Ending December 31	Governmental Activities		Business-Type Activities	
	Bonded Debt		G.O. Water Revenue Note	
	Principal	Interest	Principal	Interest
2025	\$1,615,000	\$444,190	\$349,190	\$18,231
2026	1,525,000	394,554	688,000	16,882
2027	1,540,000	341,433	179,095	3,487
2028	1,395,000	288,420	-	-
2029	1,450,000	238,582	-	-
2030-2034	6,630,000	610,943	-	-
2035-2036	915,000	26,450	-	-
Total	<u>\$15,070,000</u>	<u>\$2,344,572</u>	<u>\$1,216,285</u>	<u>\$38,600</u>

DEFERRED AD VALOREM TAX LEVIES – BONDED DEBT

All long-term bonded indebtedness is backed by the full faith and credit of the City, including special assessment and revenue bond issues. General Obligation bond issues are financed by ad valorem tax levies and special assessment bond issues are partially financed by ad valorem tax levies in addition to special assessments levied against the benefiting properties. When a bond issue to be financed partially or completely by ad valorem tax levies is sold, specific annual amounts of such tax levies are stated in the bond resolution and the County Auditor is notified and instructed to levy these taxes over the appropriate years. The future tax levies are subject to cancellation when and if the City has provided alternative sources of financing. The City Council is required to levy any additional taxes found necessary for full payment of principal and interest.

CITY OF LINO LAKES, MINNESOTA
NOTES TO FINANCIAL STATEMENTS
December 31, 2024

REVENUE PLEDGED

Future revenue pledged for the payment of long-term debt is as follows:

Bond Issue	Use of Proceeds	Revenue Pledged		Remaining Principal and Interest	Current Year	
		Type	Term of Pledge		Principal and Interest Paid	Pledged Revenue Received
2007A G.O. TIF Bonds	Infrastructure improvements	Tax increment, MSA funding via transfers	2008 - 2024	\$ -	\$285,775	\$140,471
2012A G.O. Bonds	Infrastructure improvements	Ad valorem taxes, special assessments	2013 - 2024	\$ -	\$166,361	\$ -
2013A Improvement Bonds	Infrastructure improvements	Special assessments	2014 - 2024	\$ -	\$66,300	\$ -
2014A Improvement Bonds	Infrastructure improvements	Special assessments	2015 - 2026	\$198,048	\$161,151	\$124,165
2015A G.O. Bonds	Infrastructure improvements	Ad valorem taxes	2016 - 2031	\$1,604,319	\$258,713	\$274,589
2015B EDA Lease Revenue Bonds	Construction of a fire station	Ad valorem taxes	2016 - 2036	\$3,586,269	\$302,538	\$319,765
2016A Capital Note	Cable communications equipment	Franchise fees	2016 - 2024	\$ -	\$36,185	\$37,994
2016A Utility Revenue Bonds	Water infrastructure improvements	Trunk utility charges via transfers	2017 - 2027	\$458,450	\$155,350	\$155,350
2018A G.O. Bonds	Infrastructure improvements	Ad valorem taxes, trunk utility charges, special assessments	2019-2034	\$6,178,869	\$641,413	\$538,230
2020A G.O. Utility Revenue Bonds	Infrastructure improvements	Trunk utility charges via transfers	2021-2035	\$3,804,100	\$344,500	\$344,500
2021A G.O. Street Reconstruction Bonds	Infrastructure improvements	Ad valorem taxes	2021-2032	\$1,584,517	\$199,695	\$207,895
2024 G.O. Water Revenue Note (MPFA)	Water treatment plant	Water fund charges for services	2025-2044	\$1,254,885	\$ -	\$ -

Note 7 DEFINED BENEFIT PENSION PLANS – PERA

A. PLAN DESCRIPTION

The City participates in the following cost-sharing multiple-employer defined benefit pension plans administered by the Public Employees Retirement Association of Minnesota (PERA). Plan provisions are established and administered according to Minnesota Statutes, Chapters 353, 353D, 353E, 353G and 356. Minnesota Statutes chapter 356 defines each plan's financial reporting requirements. PERA's defined benefit pension plans are tax qualified plans under Section 401(a) of the Internal Revenue Code.

1. General Employees Retirement Plan (General Plan)

Membership in the General Plan includes employees of counties, cities, townships, schools in non-certified positions, and other governmental entities whose revenues are derived from taxation, fees, or assessments. Plan membership is required for any employee who is expected to earn more than \$425 in a month, unless the employee meets exclusion criteria.

2. Public Employees Police and Fire Retirement Plan (Police and Fire Plan)

Membership in the Police and Fire Plan includes full-time, licensed police officers and firefighters who meet the membership criteria defined in Minnesota Statutes section 353.64 and who are not earning service credit in any other PERA retirement plan or local relief association for the same service. Employers can provide Police and Fire Plan coverage for part-time positions and certain other public safety positions by submitting a resolution adopted by the entity's governing body. The resolution must state that the position meets plan requirements.

B. BENEFITS PROVIDED

PERA provides retirement, disability, and death benefits. Benefit provisions are established by state statute and can only be modified by the state legislature. Vested, terminated employees who are entitled to benefits but are not receiving them yet, are bound by the provisions in effect at the time they last terminated their public service. When a member is "vested," they have earned enough service credit to receive a lifetime monthly benefit after leaving public service and reaching an eligible retirement age. Members who retire at or over their Social Security full retirement age with at least one year of service qualify for a retirement benefit.

1. General Employees Plan Benefits

The General Employees Plan requires three years of service to vest. Benefits are based on a member's highest average salary for any five successive years of allowable service, age, and years of credit at termination of service. Two methods are used to compute benefits for General Plan members. Members hired prior to July 1, 1989 receive the higher of the Step or Level formulas. Only the Level formula is used for members hired after June 30, 1989. Under the Step formula, General Plan members receive 1.2% of the highest average salary for each of the first ten years of service and 1.7% for each additional year. Under the Level formula, General Plan members receive 1.7% of the highest average salary for all years of service. For members hired prior to July 1, 1989, a full retirement benefit is available when age plus years of service equal 90 and normal retirement age is 65. Members can receive a reduced requirement benefit as early as age 55 if they have three or more years of service. Early retirement benefits are reduced by 0.25% for each month under age 65. Members with 30 or more years of service can retire at any age with a reduction of 0.25% for each month the member is younger than age 62. The Level formula allows General Plan members to receive a full retirement benefit at age 65 if they were first hired before July 1, 1989 or at age 66 if they were hired on or after July 1, 1989. Early retirement begins at age 55 with an actuarial reduction applied to the benefit.

Benefit increases are provided to benefit recipients each January. The postretirement increase is equal to 50% of the cost-of-living adjustment (COLA) announced by the SSA, with a minimum increase of at least 1% and a maximum of 1.5%. The 2024 annual increase was 1.5%. Recipients that have been receiving the annuity or benefit for at least a full year as of the June 30 before the effective date of the increase will receive the full increase. Recipients receiving the annuity or benefit for at least one month but less than a full year as of the June 30 before the effective date of the increase will receive a prorated increase.

2. Police and Fire Plan Benefits

Benefits for Police and Fire Plan members hired before July 1, 2010, are vested after three years of service. Members hired on or after July 1, 2010, are 50% vested after five years and 100% vested after ten years. After five years, vesting increases by 10% each full year of service until members are 100% vested after ten years. Police and Fire Plan members receive a full retirement benefit when they are age 55 and vested, or when their age plus their years of service equals 90 or greater if they were first hired before July 1, 1989. Early retirement starts at age 50, and early retirement benefits are reduced by 0.417% each month members are younger than age 55.

Benefit increases are provided to benefit recipients each January. The postretirement increase is fixed at 1%. Recipients that have been receiving the annuity or benefit for at least 36 months as of the June 30 before the effective date of the increase will receive the full increase. Recipients receiving the annuity or benefit for at least 25 months but less than 36 months as of the June 30 before the effective date of the increase will receive a prorated increase.

C. CONTRIBUTIONS

Minnesota Statutes Chapters 353, 353E, 353G, and 356 set the rates for employer and employee contributions. Contribution rates can only be modified by the state legislature.

1. General Employees Fund Contributions

General Plan members were required to contribute 6.50% of their annual covered salary in fiscal year 2024 and the City was required to contribute 7.50% for General Plan members. The City's contributions to the General Employees Fund for the year ended December 31, 2024 were \$321,519. The City's contributions were equal to the required contributions as set by state statute.

2. Police and Fire Fund Contributions

Police and Fire Plan members were required to contribute 11.80% of their annual covered salary in fiscal year 2024 and the City was required to contribute 17.70% for Police and Fire Plan members. The City's contributions to the Police and Fire Fund for the year ended December 31, 2024 were \$555,870. The City's contributions were equal to the required contributions as set by state statute.

D. PENSION COSTS

1. General Employees Fund Pension Costs

At December 31, 2024, the City reported a liability of \$1,802,947 for its proportionate share of the General Employee's Fund net pension liability. The City's net pension liability reflected a reduction due to the State of Minnesota's contribution of \$16 million. The State of Minnesota is considered a non-employer contributing entity and the state's contribution meets the definition of a special funding situation. The State of Minnesota's proportionate share of the net pension liability associated with the City totaled \$46,621.

The net pension liability was measured as of June 30, 2024, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportion of the net pension liability was based on the City's contributions received by PERA during the measurement period for employer payroll paid dates from July 1, 2023 through June 30, 2024, relative to the total employer contributions received from all of PERA's participating employers. The City's proportionate share was 0.0488% at the end of the measurement period and 0.0505% for the beginning of the period.

City's proportionate share of the net pension liability	\$1,802,947
State of Minnesota's proportionate share of the net pension liability associated with the City	<u>46,621</u>
Total	<u><u>\$1,849,568</u></u>

For the year ended December 31, 2024, the City recognized pension expense of \$299,719 for its proportionate share of the General Plan's pension expense. In addition, the City recognized an additional \$1,250 as pension expense (and grant revenue) for its proportionate share of the State of Minnesota's contribution of \$16 million to the General Employees Fund.

During the plan year ended June 30, 2024, the State of Minnesota contributed \$170.1 million to the General Employees Fund. The State of Minnesota is not included as a non-employer contributing entity in the General Employees Plan pension allocation schedules for the \$170.1 million in direct state aid because this contribution was not considered to meet the definition of a special funding situation. The City recognized \$83,009 for the year ended December 31, 2024 as revenue and an offsetting reduction of net pension liability for its proportionate share of the State of Minnesota's on-behalf contributions to the General Employees Fund.

At December 31, 2024, the City reported General Employees Fund deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual economic experience	\$169,338	\$ -
Changes in actuarial assumptions	8,647	682,402
Net difference between projected and actual earnings on pension plan investments	-	540,275
Changes in proportion	304,451	96,927
Employer contributions subsequent to the measurement date	161,205	-
Total	<u>\$643,641</u>	<u>\$1,319,604</u>

The \$161,205 reported as deferred outflows of resources related to pensions resulting from City contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended December 31, 2025. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ended December 31,	Pension Expense
2025	(\$423,462)
2026	(22,302)
2027	(253,215)
2028	(138,189)
2029	-
Thereafter	-

2. Police and Fire Fund Pension Costs

At December 31, 2024, the City reported a liability of \$2,968,216 for its proportionate share of the Police and Fire Fund's net pension liability. The net pension liability was measured as of June 30, 2024 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportionate share of the net pension liability was based on the City's contributions received by PERA during the measurement period for employer payroll paid dates from July 1, 2023 through June 30, 2024, relative to the total employer contributions received from all of PERA's participating employers. The City's proportionate share was 0.2256% at the end of the measurement period and 0.2303% for the beginning of the period.

The State of Minnesota contributed \$37.4 million to the Police and Fire Fund during the plan fiscal year ended June 30, 2024. The contribution consisted of \$9 million in direct state aid that meets the definition of a special funding situation, additional one-time direct state aid contribution of \$19.4 million, and \$9 million in supplemental state aid that does not meet the definition of a special funding situation. Additionally, \$9 million supplemental state aid was paid on October 1, 2024. Thereafter, by October 1 of each year, the state will pay \$9 million to the Police and Fire Fund until full funding is reached or July 1, 2048, whichever is earlier. The \$9 million in supplemental state aid will continue until the fund is 90% funded, or until the State Patrol Plan (administered by the Minnesota State Retirement System) is 90% funded, whichever occurs later. The State of Minnesota's proportionate share of the net pension liability associated with the City totaled \$113,147.

City's proportionate share of the net pension liability	\$2,968,216
State of Minnesota's proportionate share of the net pension liability associated with the City	<u>113,147</u>
Total	<u><u>\$3,081,363</u></u>

For the year ended December 31, 2024, the City recognized pension expense of \$497,222 for its proportionate share of the Police and Fire Plan's pension expense. The City recognized an additional \$10,987 as pension expense (and grant revenue) for its proportionate share of the State of Minnesota's contribution of \$9 million to the Police and Fire Fund special funding situation.

The State of Minnesota is not included as a non-employer contributing entity in the Police and Fire Pension Plan pension allocation schedules for the \$28.4 million in supplemental state aid, because this contribution was not considered to meet the definition of a special funding situation. The City recognized \$64,075 for the year ended December 31, 2024 as revenue and an offsetting reduction of net pension liability for its proportionate share of the State of Minnesota's on-behalf contributions to the Police and Fire Fund.

At December 31, 2024, the City reported Police and Fire Fund deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual economic experience	\$1,153,122	\$ -
Changes in actuarial assumptions	3,229,476	4,370,147
Net difference between projected and actual earnings on pension plan investments	-	946,573
Changes in proportion	100,353	230,876
Employer contributions subsequent to the measurement date	265,985	-
Total	<u><u>\$4,748,936</u></u>	<u><u>\$5,547,596</u></u>

The \$265,985 reported as deferred outflows of resources related to pensions resulting from City contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended December 31, 2025. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Year Ended December 31,</u>	<u>Pension Expense</u>
2025	(\$194,749)
2026	719,420
2027	(453,786)
2028	(1,172,082)
2029	36,552
Thereafter	-

The net pension liability will be liquidated by the general, water, sewer, and storm water funds.

E. ACTUARIAL ASSUMPTIONS

The total pension liability in the June 30, 2024 actuarial valuation was determined using the entry-age normal actuarial cost method and the following actuarial assumptions:

Inflation	2.25% per year
Investment Rate of Return	7.00%

The long-term investment rate of return is based on a review of inflation and investment return assumptions from a number of national investment consulting firms. The review provided a range of investment return rates considered reasonable by the actuary. An investment return of 7.00% is within that range.

Benefit increases after retirement are assumed to be 1.25% for the General Plan and 1.00% for the Police and Fire Plan.

Salary growth assumptions in the General Plan range in annual increments from 10.25% after one year of service to 3.0% after 27 years of service. In the Police and Fire Plan, salary growth assumptions range in annual increments from 11.75% after one year of service to 3.0% after 24 years of service.

Mortality rates for the General Plan were based on the Pub-2010 General Employee Mortality Table. Mortality rates for the Police and Fire Plan were based on the Pub-2010 Public Safety Employee Mortality tables. The tables are adjusted slightly to fit PERA's experience.

Actuarial assumptions for the General Plan are reviewed every four years. The General Plan was last reviewed in 2022. The assumption changes were adopted by the board and became effective with the July 1, 2023 actuarial valuation. The Police and Fire Plan was reviewed in 2024. PERA anticipates the experience study will be approved by the Legislative Commission on Pensions and Retirement and become effective with the July 1, 2025 actuarial valuation.

The following changes in actuarial assumptions and plan provisions occurred in 2024:

General Employees Fund

Changes in Actuarial Assumptions:

- Rates of merit and seniority were adjusted, resulting in slightly higher rates.
- Assumed rates of retirement were adjusted as follows: increase the rate of assumed unreduced retirements, slight adjustments to Rule of 90 retirement rates, and slight adjustments to early retirement rates for Tier 1 and Tier 2 members.
- Minor increase in assumed withdrawals for males and females.
- Lower rates of disability.
- Continued use of Pub-2010 general mortality table with slight rate adjustments as recommended in the most recent experience study.
- Minor changes to form of payment assumptions for male and female retirees.
- Minor changes to assumptions made with respect to missing participant data.

Changes in Plan Provisions:

- The workers' compensation offset for disability benefits was eliminated. The actuarial equivalent factors updated to reflect the changes in assumptions.

Police and Fire Fund

Changes in Plan Provisions:

- The State contribution of \$9.0 million per year will continue until the earlier of 1) both the Police & Fire Plan and the State Patrol Retirement Fund attain 90 percent funded status for three consecutive years (on an actuarial value of assets basis) or 2) July 1, 2048. The contribution was previously due to expire after attaining a 90 percent funded status for one year.
- The additional \$9.0 million contribution will continue until the Police & Fire Plan is fully funded for a minimum of three consecutive years on an actuarial value of assets basis, or July 1, 2048, whichever is earlier. This contribution was previously due to expire upon attainment of fully funded status on an actuarial value of assets basis for one year (or July 1, 2048 if earlier).

The State Board of Investment, which manages the investments of PERA, prepares an analysis of the reasonableness on a regular basis of the long-term expected rate of return using a building-block method in which best-estimate ranges of expected future rates of return are developed for each major asset class. These ranges are combined to produce an expected long-term rate of return by weighting the expected future rates of return by the target asset allocation percentages. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Domestic equity	33.5%	5.10%
International equity	16.5%	5.30%
Fixed income	25.0%	0.75%
Private markets	25.0%	5.90%
Totals	100%	

F. DISCOUNT RATE

The discount rate used to measure the total pension liability in 2024 was 7.00%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members and employers will be made at rates set in Minnesota Statutes. Based on these assumptions, the fiduciary net position of the General Plan and Police and Fire Plan were projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

G. PENSION LIABILITY SENSITIVITY

The following presents the City’s proportionate share of the net pension liability, calculated using the discount rate disclosed in the preceding paragraph, as well as what the City’s proportionate share of the net pension liability would be if it were calculated using a discount rate one percentage point lower (6.00%) or one percentage point higher (8.00%) than the current discount rate:

	1% Decrease in Discount Rate	Current Discount Rate	1% Increase in Discount Rate
Proportionate share of the General Plan net pension liability	\$3,937,925	\$1,802,947	\$46,732
Proportionate share of the Police and Fire Plan net pension liability	\$7,014,474	\$2,968,216	(\$354,609)

H. PENSION PLAN FIDUCIARY NET POSITION

Detailed information about each pension plan’s fiduciary net position is available in a separately-issued PERA financial report that includes financial statements and required supplementary information. That report may be obtained at www.mnpera.org.

I. PENSION EXPENSE

Pension expense recognized by the City for the year ended December 31, 2024 is as follows:

General Plan	\$300,969
Police and Fire Plan	508,209
Fire Relief (Note 8)	<u>(2,968)</u>
Total	<u><u>\$806,210</u></u>

Note 8 DEFINED BENEFIT PENSION PLAN – FIRE DIVISION

A. PLAN DESCRIPTION

The Lino Lakes Public Safety Department – Fire Division participates in the Statewide Volunteer Firefighter Retirement Plan (accounted for in the Volunteer Firefighter Fund), an agent multiple-employer lump-sum defined benefit pension plan administered by the Public Employees Retirement Association of Minnesota (PERA). The Volunteer Firefighter Plan covers volunteer firefighters of municipal fire departments or independent nonprofit firefighting corporations that have elected to join the plan. As of December 31, 2023 (measurement date), the plan covered 19 active firefighters and two vested terminated firefighters whose pension benefits are deferred. The plan is established and administered in accordance with *Minnesota Statutes*, Chapter 353G.

B. BENEFITS PROVIDED

The Volunteer Firefighter Plan provides retirement, death, and supplemental benefits to covered firefighters and survivors. Benefits are paid based on the number of years of service multiplied by a benefit level approved by the City. Members are eligible for a lump-sum retirement benefit at 50 years of age with five years of service. Plan provisions include a pro-rated vesting schedule that increases from 5 years at 40% through 20 years at 100%.

C. CONTRIBUTIONS

The Volunteer Firefighter Plan is funded by fire state aid, investment earnings and, if necessary, employer contributions as specified in *Minnesota Statutes*, and voluntary City contributions. The State of Minnesota contributed \$170,000 in fire state aid to the plan for the year ended December 31, 2023. Required employer contributions are calculated annually based on statutory provisions. The City's statutorily-required contributions to the Volunteer Firefighter Fund for the year ended December 31, 2023 were \$0. The City's contributions were equal to the required contributions as set by state statute, if applicable.

D. PENSION COSTS

As of December 31, 2024, the City reported a net pension asset of \$695,585 for the Volunteer Firefighter Fund. The net pension asset was measured as of December 31, 2023. The total pension liability used to calculate the net pension asset in accordance with GASB 68 was determined by PERA applying an actuarial formula to specific census data certified by the fire department. The following table presents the changes in the net pension asset during the year:

	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Asset (b-a)
Beginning balance December 31, 2022	\$538,056	\$984,693	\$446,637
Changes for the year:			
Service cost	62,261	-	(62,261)
Interest on pension liability	35,283	-	(35,283)
Actuarial experience (gains) / losses	(17,070)	-	17,070
Projected investment earnings	-	63,446	63,446
Asset (gain) loss	-	95,976	95,976
Contributions - employer	-	-	-
Contributions - State of MN	-	170,000	170,000
Benefit payments	(24,520)	(24,520)	-
PERA administrative fee	-	-	-
Net changes	<u>55,954</u>	<u>304,902</u>	<u>248,948</u>
Balance end of year December 31, 2023	<u>\$594,010</u>	<u>\$1,289,595</u>	<u>\$695,585</u>

There were no benefit provision changes during the measurement period.

For the year ended December 31, 2024, the City recognized pension expense of (\$2,968).

At December 31, 2024, the City reported deferred outflows and inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between projected and actual investment earnings	\$25,167	\$ -
Differences between expected and actual economic experience	23,741	39,254
Total	<u>\$48,908</u>	<u>\$39,254</u>

Amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ended December 31,	Pension Expense
2025	(\$3,768)
2026	24,712
2027	19,724
2028	(20,509)
2029	(1,313)
Thereafter	(9,192)

E. ACTUARIAL ASSUMPTIONS

The total pension liability at December 31, 2023 was determined using the entry age normal actuarial cost method and the following actuarial assumptions:

- Retirement eligibility at the later of age 50 or 20 years of service
- Investment rate of return of 6.0%
- Inflation rate of 3.0%

There were no changes in actuarial assumptions in 2023.

F. DISCOUNT RATE

The discount rate used to measure the total pension liability was 6.0%. The projection of cash flows used to determine the discount rate assumed that contributions to the Volunteer Firefighter Fund will be made at a rate equal to the actuarially determined contribution rate. Based on these assumptions, the pension plan’s fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

G. PENSION LIABILITY SENSITIVITY

The following presents the City’s net pension asset for the Volunteer Firefighter Fund, calculated using the assumed discount rate as well as what the City’s net pension asset would be if it were calculated using a discount rate 1% lower or 1% higher than the current discount rate:

	1% Decrease in Discount Rate (5.0%)	Current Discount Rate (6.0%)	1% Increase in Discount Rate (7.0%)
Net pension asset	\$661,372	\$695,585	\$728,343

H. PLAN INVESTMENTS

1. Investment Policy

The Minnesota State Board of Investment (SBI) is established by Article XI of the Minnesota Constitution to invest all state funds. Its membership as specified in the Constitution is comprised of the governor (who is designated as chair of the board), state auditor, secretary of state and state attorney general.

All investments undertaken by the SBI are governed by the prudent person rule and other standards codified in *Minnesota Statutes*, Chapter 11A and Chapter 353G.

Within the requirements defined by state law, the SBI, with assistance of the SBI staff and the Investment Advisory Council, establishes investment policy for all funds under its control. These investment policies are tailored to the particular needs of each fund and specify investment objectives, risk tolerance, asset allocation, investment management structure and specific performance standards. Studies guide the on-going management of the funds and are updated periodically.

2. Asset Allocation

To match the long-term nature of the pension obligations, the SBI maintains a strategic asset allocation for the Volunteer Firefighter Plan that includes allocations to domestic equity, international equity, bonds and cash equivalents. The long-term target asset allocation and long-term expected real rate of return is the following:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Domestic Stocks	35%	5.10%
International Stocks	15%	5.30%
Bonds	45%	0.75%
Cash	5%	0.00%
	100%	

The 6% long-term expected rate of return on pension plan investments was determined using a building-block method. Best estimates for expected future real rates of return (expected returns, net of inflation) were developed for each asset class using both long-term historical returns and long-term capital market expectations from a number of investment management and consulting organizations. The asset class estimates and the target allocations were then combined to produce a geometric, long-term expected real rate of return for the portfolio. Inflation expectations were applied to derive the nominal rate of return for the portfolio.

3. Description of Significant Investment Policy Changes During the Year

The SBI made no significant changes to their investment policy during fiscal year 2023 for the Volunteer Firefighter Fund.

I. PENSION PLAN FIDUCIARY NET POSITION

Detailed information about the Volunteer Firefighter Fund’s fiduciary net position is available in a separately-issued PERA financial report that includes financial statements and required supplementary information. That report may be obtained at www.mnpera.org.

Note 9 POST-EMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB)

A. PLAN DESCRIPTION

In addition to providing the pension benefits described in Notes 7 and 8, the City provides post-employment health care benefits, as defined in paragraph B, through its group health insurance plan (the plan). The plan is a single-employer defined benefit OPEB plan administered by the City. The authority to provide these benefits is established in Minnesota Statutes Sections 471.61 Subd. 2a and 299A.465. The benefits, benefit levels, employee contributions and employer contributions are governed by the City and can be amended by the City through its personnel manual and collective bargaining agreements with employee groups. No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75. The plan does not issue a stand-alone financial report.

B. BENEFITS PROVIDED

The City is required by State Statute to allow retirees to continue participation in the City's group health insurance plan if the individual terminates service with the City through service retirement or disability retirement. Active employees, who retire from the City when over age 50 and with 20 years of service, may continue coverage with respect to both themselves and their eligible dependent(s) under the City's health benefits program until age 65.

The City provides health coverage for peace officers or firefighters disabled or killed in the line of duty in accordance with Minnesota Statute 299A.465. The amount of coverage provided is equal to the employer portion of health insurance premiums that would have otherwise been paid if the officer or firefighter was an active employee.

All health care coverage is provided through the City's group health insurance plans. The retiree is required to pay 100% of their premium cost for the City-sponsored group health insurance plan in which they participate. The premium is a blended rate determined on the entire active and retiree population. Since the projected claims costs for retirees exceed the blended premium paid by retirees, the retirees are receiving an implicit rate subsidy (benefit). The coverage levels are the same as those afforded to active employees. Upon a retiree reaching age 65, Medicare becomes the primary insurer and the City's plan becomes secondary.

C. PARTICIPANTS

As of the January 1, 2023 actuarial valuation, participants of the plan consisted of:

Active employees	65
Inactive employees or beneficiaries	
currently receiving benefits	5
Total	<u>70</u>

D. TOTAL OPEB LIABILITY AND CHANGES IN TOTAL OPEB LIABILITY

The City's total OPEB liability of \$841,031 was measured as of December 31, 2024 and was determined by an actuarial valuation as of January 1, 2023. Changes in the total OPEB liability during 2024 were:

Balance - beginning of year	\$802,063
Changes for the year:	
Service cost	63,419
Interest	33,911
Changes of benefit terms	-
Differences between expected and actual experience	-
Changes in assumptions	(22,573)
Benefit payments	(35,789)
Net changes	<u>38,968</u>
Balance - end of year	<u><u>\$841,031</u></u>

The OPEB liability will be liquidated by the general, rookery activity center, water, sewer, and storm water funds. The current portion of the OPEB liability is not material to the financial statements and therefore, is not presented separately from the amount due in more than one year on the statement of net position.

E. ACTUARIAL ASSUMPTIONS AND OTHER INPUTS

The total OPEB liability in the January 1, 2023 actuarial valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

Inflation	3.00%
Salary increases	3.00%
Discount rate	4.28%
Investment rate of return	N/A
Healthcare cost trend rates	6.00% for 2024, decreasing 0.25% per year to an ultimate rate of 5.00% for 2028 and beyond
Retirees' share of benefit-related costs	100%

Since the plan is funded on a pay-as-you-go basis, both the discount rate and the investment rate of return were based on the 20-year AA rated municipal bond rate as of December 31, 2024, obtained from <https://www.spglobal.com/spdji/en/indices/fixed-income/sp-municipal-bond-20-year-high-grade-rate-index/#overview>.

Pre-retirement mortality rates were based on the RP-2014 Total Dataset Mortality with Improvement Scale MP-2021. Post-retirement, disability retirement, and survivor retirement mortality rates were based on the RP-2014 White Collar Mortality with Improvement Scale MP-2021.

Based on past experience of the plan, 50% of future retirees are assumed to continue medical coverage until age 65. 15% of future pre-Medicare retirees are assumed to select spousal coverage. No spousal coverage is assumed for other future retirees. 43% of police/fire employees are assumed to retire before the age of 60, 25% at age 60, and the balance at age 65. 5% of other City employees are assumed to retire before the age of 60, 8% at age 60, and the balance at age 65.

F. SENSITIVITY OF THE TOTAL OPEB LIABILITY TO CHANGES IN THE DISCOUNT RATE

The following presents the total OPEB liability of the City, as well as what the City’s total OPEB liability would be if it were calculated using a discount rate that is 1% lower (3.28%) or 1% higher (5.28%) than the current discount rate:

	1% Decrease 3.28%	Discount Rate 4.28%	1% Increase 5.28%
Total OPEB liability	\$924,919	\$841,031	\$765,986

G. SENSITIVITY OF THE TOTAL OPEB LIABILITY TO CHANGES IN THE HEALTHCARE COST TREND RATES

The following presents the total OPEB liability of the City, as well as what the City’s total OPEB liability would be if it were calculated using healthcare cost trend rates that are 1% lower (5% decreasing to 4%) or 1% higher (7% decreasing to 6%) than the current healthcare cost trend rates:

	1% Decrease (5% decreasing to 4%)	Healthcare Cost Trend Rates (6% decreasing to 5%)	1% Increase (7% decreasing to 6%)
Total OPEB liability	\$728,041	\$841,031	\$977,302

H. OPEB EXPENSE AND DEFERRED OUTFLOWS AND INFLOWS OF RESOURCES RELATED TO OPEB

For the year ended December 31, 2024, the City recognized \$73,904 of OPEB expense. At December 31, 2024, the City reported deferred outflows and inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$214,521	\$290,365
Changes in assumptions	83,390	79,214
Total	\$297,911	\$369,579

Deferred outflows and inflows of resources relate almost exclusively to the public safety function, and therefore, have been allocated entirely to governmental activities.

Amounts reported as deferred outflows and inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Year Ended December 31,	OPEB Expense
2025	(\$22,346)
2026	(22,346)
2027	(22,346)
2028	(22,346)
2029	(22,346)
Thereafter	40,062
	<u>(\$71,668)</u>

Note 10 STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

A. DEFICIT FUND BALANCES

Deficit fund balances at December 31, 2024 are as follows:

	Fund Balance Deficit	Future Funding Source
Major Funds:		
Capital Equipment Replacement	(\$281,116)	Property taxes
Nonmajor Funds:		
Tax Increment Financing 1-11	(1,296,370)	Tax increment collections
Comp Plan Update	(98,524)	Transfer from General Fund
2024 Street Reconstruction	(218,947)	Bond proceeds

B. EXPENDITURES IN EXCESS OF BUDGET

The following is a listing of departments within the General Fund that exceeded budget appropriations:

	Final Budget	Actual	Overage
General government:			
Elections	\$49,000	\$78,844	\$29,844
Finance	748,840	846,203	97,363
Legal consultants	138,000	174,203	36,203
Engineering	97,463	101,244	3,781
Public safety:			
Fire	1,094,025	1,185,685	91,660
Public works:			
Fleet	704,061	770,543	66,482
Conservation of natural resources:			
Forestry	84,515	129,394	44,879

Note 11 INTERFUND RECEIVABLES AND PAYABLES

Short-term advances to funds that have insufficient cash balances are classified as advances to/from other funds. Long-term interfund loans are classified as interfund loan receivable/payable. A summary of interfund receivables and payables at December 31, 2024 is as follows:

	<u>Receivable</u>	<u>Payable</u>
Short-term advances:		
Nonmajor Funds:		
Closed Bond	\$50,299	
Pavement Management	151,701	-
Comp Plan Update	-	50,299
2024 Street Reconstruction	-	151,701
	<u>\$202,000</u>	<u>\$202,000</u>
Long-term interfund loans:		
Major Funds:		
Capital Equipment Replacement	\$ -	\$1,809,108
Sewer Fund	2,368,218	-
Nonmajor Funds:		
Building and Facilities	738,060	-
Tax Increment Financing 1-11	-	1,297,170
	<u>\$3,106,278</u>	<u>\$3,106,278</u>

Note 12 INTERFUND TRANSFERS

Individual fund transfers for fiscal year 2024 are as follows:

	<u>Transfer In</u>	<u>Transfer Out</u>
Major Funds:		
General Fund	\$20,000	\$286,590
G.O. Improvement Bonds of 2016B	1,728,204	-
Capital Equipment Replacement	150,000	-
Area and Unit Trunk	1,818,191	1,833,379
MSA Construction	232,529	140,471
Water Fund	-	2,024,951
Storm Water	-	55,507
Nonmajor governmental funds	<u>2,471,599</u>	<u>2,079,625</u>
Total	<u>\$6,420,523</u>	<u>\$6,420,523</u>

During 2024, transfers were made to provide funding for capital improvement projects and capital outlay in accordance with the City's Five-Year Financial Plan. Transfers were also made to relieve deficit fund balance, provide resources for debt service payments, and to allocate financial resources to funds that received benefit from services provided by another fund. These transfers are routine and consistent with past practices.

CITY OF LINO LAKES, MINNESOTA
NOTES TO FINANCIAL STATEMENTS
December 31, 2024

Note 13 FUND BALANCE

At December 31, 2024, a summary of the governmental fund balance classifications is as follows:

	General Fund	The Rookery Activity Center	Capital Equipment Replacement	Area and Unit Trunk	MSA Construction	Other Governmental Funds	Total
Nonspendable:							
Prepaid items	\$557,155	\$56,350	\$ -	\$ -	\$ -	\$ -	\$613,505
Corpus of permanent fund	-	-	-	-	-	100,000	100,000
Total nonspendable	<u>557,155</u>	<u>56,350</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>100,000</u>	<u>713,505</u>
Restricted for:							
Debt service	-	-	-	-	-	3,779,535	3,779,535
Park improvements	-	-	-	-	-	1,263,854	1,263,854
Economic development	-	-	-	-	-	225,000	225,000
Local affordable housing	-	-	-	-	-	89,644	89,644
Blue Heron Days	-	-	-	-	-	14,657	14,657
Narcotics & forfeiture funds	-	-	-	-	-	87,875	87,875
K-9 Unit purposes	-	-	-	-	-	5,041	5,041
Public safety aid	-	-	-	-	-	508,218	508,218
Tax increment purposes	-	-	-	-	-	424,610	424,610
Environmental purposes	-	-	-	-	-	42,924	42,924
Total restricted	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>6,441,358</u>	<u>6,441,358</u>
Committed for:							
Veteran's Memorial	50,000	-	-	-	-	-	50,000
Fire department gear	17,500	-	-	-	-	-	17,500
Rookery activity center	-	21,006	-	-	-	-	21,006
Economic development	-	-	-	-	-	33,762	33,762
Cable TV and communications purposes	-	-	-	-	-	266,661	266,661
Total committed	<u>67,500</u>	<u>21,006</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>300,423</u>	<u>388,929</u>
Assigned for:							
Capital improvements	-	-	-	10,419,643	4,283,196	7,567,121	22,269,960
Unassigned	<u>8,931,762</u>	<u>-</u>	<u>(281,116)</u>	<u>-</u>	<u>-</u>	<u>(1,613,841)</u>	<u>7,036,805</u>
Total fund balance	<u><u>\$9,556,417</u></u>	<u><u>\$77,356</u></u>	<u><u>(\$281,116)</u></u>	<u><u>\$10,419,643</u></u>	<u><u>\$4,283,196</u></u>	<u><u>\$12,795,061</u></u>	<u><u>\$36,850,557</u></u>

Note 14 TAX INCREMENT DISTRICTS

The City is the administrating authority for three tax increment districts. The City's tax increment districts are subject to review by the State of Minnesota Office of the State Auditor (OSA). Any disallowed claims or misuse of tax increments could become a liability of the applicable fund. Management has indicated that they are not aware of any instances of noncompliance which could have a material effect on the financial statements.

The following table reflects values at December 31, 2024:

	TIF 1-11 Legacy at Woods Edge	TIF 1-12 Clearwater Creek	TIF 1-13 Lyngblomsten
Authorizing law	M.S. 469	M.S. 469	M.S. 469
Year established	2005	2017	2019
Final year of district	2031	2026	2030
Net tax capacity:			
Original	\$15,468	\$21,416	\$14,101
Current	497,507	760,670	560,607
Captured - retained	<u>\$482,039</u>	<u>\$739,254</u>	<u>\$546,506</u>

The City provides tax abatements pursuant to Minnesota Statutes 469.174 to 469.1794 (Tax Increment Financing) through a pay-as-you-go note program. Tax increment financing (TIF) can be used to encourage private development, redevelopment, renovation and renewal, growth in low to moderate income housing, and economic development within the City. TIF captures the increase in tax capacity and property taxes from development or redevelopment to provide funding for the related project.

Tax increment revenue from TIF District 1-11 was used to finance debt service payments on the G.O. Improvement Bonds of 2016B. The bonds matured in 2021. Future tax increment collections will eliminate the deficit in TIF Fund 1-11.

TIF District 1-12 had a pay-as-you-go revenue note. Tax Increment Revenue Note Series 2017 was issued in the principal sum of \$1,200,000 and was payable solely from available tax increments. Current year payments on the note totaled \$94,040 and the outstanding balance at December 31, 2024 was \$0.

TIF District 1-13 has an outstanding pay-as-you-go revenue note. The Tax Increment Revenue Note was issued in the principal sum of \$3,656,000. The note is not a general obligation of the City and is payable solely from available tax increments. Accordingly, the note is not reflected in the financial statements of the City. Principal payments are due February 1st and August 1st and are equal to 95% of the tax increment revenues collected in the preceding six months. Current year payments on the note totaled \$159,511 and the outstanding balance as of December 31, 2024 was \$3,496,489.

Note 15 COMMITMENTS AND CONTINGENCIES

A. LITIGATION

The City has been named in a lawsuit pertaining to development. The matter is in active discovery. The City denies any liability and is defending its interests in the litigation. At this time, the outcome or any potential loss cannot be reasonably estimated, although any potential loss is expected to be covered by insurance.

B. FEDERAL AND STATE FUNDS

The City receives financial assistance from federal and state governmental agencies in the form of grants. The disbursement of funds received under these programs generally requires compliance with the terms and conditions specified in the grant agreements and is subject to audit by the grantor agencies. Any disallowed claims resulting from such audits could become a liability of the applicable fund. However, in the opinion of management, any such disallowed claims will not have a material effect on any of the financial statements of the individual fund types included herein or on the overall financial position of the City at December 31, 2024.

C. COMMITTED CONTRACTS

At December 31, 2024, the City had commitments of \$25,179,862 for uncompleted construction contracts.

Note 16 RISK MANAGEMENT

The City is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets, errors and omissions, injuries to employees and natural disasters.

Workers compensation coverage is provided through a pooled self-insurance program through the League of Minnesota Cities Insurance Trust (LMCIT). The City pays an annual premium to LMCIT. The City is subject to supplemental assessments if deemed necessary by the LMCIT. The LMCIT reinsures through Workers Compensation Reinsurance Association (WCRA) as required by law. For workers compensation, the City is not subject to a deductible. The City's workers compensation coverage is retrospectively rated. With this type of coverage, final premiums are determined after loss experience is known. The amount of premium adjustment, if any, is considered immaterial and not recorded until received or paid.

Property and casualty insurance is provided through a pooled self-insurance program through the LMCIT. The City pays an annual premium to the LMCIT. The City is subject to supplemental assessments if deemed necessary by the LMCIT. The LMCIT reinsures through commercial companies for claims in excess of various amounts. The City retains risk for the deductible portion of the insurance policies and for any exclusions from the insurance policies. These amounts are considered immaterial to the financial statements.

The City continues to carry commercial insurance for all other risks of loss, including disability and employee health insurance.

There were no significant reductions in insurance from the previous year or settlements in excess of insurance coverage for any of the past three fiscal years.

Note 17 RECENTLY ISSUED ACCOUNTING STANDARDS

The Governmental Accounting Standards Boards (GASB) recently approved the following statements which were not implemented for these financial statements:

Statement No. 102 *Certain Risk Disclosures*. The provisions of this Statement are effective for fiscal years beginning after June 15, 2024.

Statement No. 103 *Financial Reporting Model Improvements*. The provisions of this Statement are effective for reporting periods beginning after June 15, 2025.

Statement No. 104 *Disclosure of Certain Capital Assets*. The provisions of this Statement are effective for Reporting periods beginning after June 15, 2025.

The effect these standards may have on future financial statements is not determinable at this time.

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REQUIRED SUPPLEMENTARY INFORMATION

CITY OF LINO LAKES, MINNESOTA
REQUIRED SUPPLEMENTARY INFORMATION
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND
For The Year Ended December 31, 2024

Statement 10
Page 1 of 6

	Budgeted Amounts		2024 Actual	Variance with
	Original	Final	Amounts	Final Budget -
				Positive
				(Negative)
Revenues:				
General property taxes:				
Current and delinquent	\$10,424,606	\$10,424,606	\$10,394,882	(\$29,724)
Penalties and interest	5,000	5,000	4,285	(715)
Total general property taxes	10,429,606	10,429,606	10,399,167	(30,439)
Other taxes	185,000	185,000	133,969	(51,031)
Licenses and permits:				
Business	72,225	72,225	81,533	9,308
Non-business	1,055,190	1,055,190	1,062,454	7,264
Total licenses and permits	1,127,415	1,127,415	1,143,987	16,572
Special assessments	-	-	382	382
Intergovernmental:				
Federal:				
OTS grant	25,000	25,000	98,889	73,889
State:				
Police state aid	260,000	260,000	341,688	81,688
Fire state aid	21,705	21,705	192,547	170,842
MSA maintenance	275,000	275,000	294,114	19,114
Other	23,500	23,500	52,995	29,495
County solid waste grant	87,417	87,417	77,429	(9,988)
Total intergovernmental	692,622	692,622	1,057,662	365,040
Charges for services:				
General government	246,525	246,525	300,282	53,757
Public safety	190,800	190,800	243,968	53,168
Public works	14,000	14,000	8,459	(5,541)
Culture and recreation	5,000	5,000	5,171	171
Total charges for services	456,325	456,325	557,880	101,555
Fines and forfeits	76,000	76,000	96,282	20,282
Investment earnings	30,000	30,000	301,634	271,634
Miscellaneous:				
Refunds and reimbursements	-	-	32,854	32,854
Other	2,000	2,000	2,364	364
Total miscellaneous	2,000	2,000	35,218	33,218
Total revenues	12,998,968	12,998,968	13,726,181	727,213

See accompanying notes to the required supplementary information.

CITY OF LINO LAKES, MINNESOTA
REQUIRED SUPPLEMENTARY INFORMATION
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND
For The Year Ended December 31, 2024

Statement 10
Page 2 of 6

	Budgeted Amounts		2024 Actual	Variance with
	Original	Final	Amounts	Final Budget -
				Positive
				(Negative)
Expenditures:				
General government:				
Mayor and city council:				
Current:				
Personal services	52,734	52,734	52,584	150
Supplies	-	-	19	(19)
Other services and charges	30,390	30,390	25,788	4,602
Contractual services	26,150	26,150	12,569	13,581
Total mayor and city council	109,274	109,274	90,960	18,314
Administration:				
Current:				
Personal services	644,984	644,984	595,416	49,568
Other services and charges	34,980	34,980	35,773	(793)
Contractual services	32,800	32,800	60,772	(27,972)
Total administration	712,764	712,764	691,961	20,803
Elections:				
Current:				
Personal services	41,300	41,300	73,967	(32,667)
Supplies	1,000	1,000	2,025	(1,025)
Other services and charges	200	200	504	(304)
Contractual services	6,500	6,500	2,348	4,152
Total elections	49,000	49,000	78,844	(29,844)
Charter commission:				
Current:				
Other services and charges	8,920	8,920	167	8,753
Finance:				
Current:				
Personal services	327,030	327,030	326,389	641
Supplies	1,000	1,000	3,781	(2,781)
Other services and charges	319,410	319,410	414,368	(94,958)
Contractual services	101,400	101,400	101,665	(265)
Total finance	748,840	748,840	846,203	(97,363)
Legal consultants:				
Current:				
Other services and charges	138,000	138,000	174,203	(36,203)
Planning and zoning:				
Current:				
Personal services	132,079	132,079	131,356	723
Other services and charges	16,450	16,450	9,906	6,544
Contractual services	33,000	33,000	8,874	24,126
Total planning and zoning commission	181,529	181,529	150,136	31,393

See accompanying notes to the required supplementary information.

CITY OF LINO LAKES, MINNESOTA
REQUIRED SUPPLEMENTARY INFORMATION
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND
For The Year Ended December 31, 2024

Statement 10
Page 3 of 6

	Budgeted Amounts		2024 Actual	Variance with
	Original	Final	Amounts	Final Budget -
				Positive
				(Negative)
Expenditures: (continued)				
General government: (continued)				
Engineering:				
Current:				
Other services and charges	97,463	97,463	101,244	(3,781)
Total engineering	97,463	97,463	101,244	(3,781)
Government buildings:				
Current:				
Personal services	108,471	108,471	81,006	27,465
Supplies	47,400	47,400	42,271	5,129
Other services and charges	444,810	444,810	423,756	21,054
Contractual services	23,400	23,400	37,711	(14,311)
Total government buildings	624,081	624,081	584,744	39,337
Total general government	2,669,871	2,669,871	2,718,462	(48,591)
Public safety:				
Police:				
Current:				
Personal services	4,717,606	4,717,606	4,413,403	304,203
Supplies	82,512	82,512	78,879	3,633
Other services and charges	192,878	192,878	221,514	(28,636)
Contractual services	69,626	69,626	75,256	(5,630)
Total police	5,062,622	5,062,622	4,789,052	273,570
Fire:				
Current:				
Personal services	905,401	905,401	1,008,160	(102,759)
Supplies	32,025	32,025	15,137	16,888
Other services and charges	107,475	107,475	90,232	17,243
Contractual services	49,124	49,124	72,156	(23,032)
Total fire protection	1,094,025	1,094,025	1,185,685	(91,660)
Building inspection:				
Current:				
Personal services	484,948	484,948	380,813	104,135
Supplies	1,750	1,750	1,331	419
Other services and charges	12,640	12,640	4,705	7,935
Contractual services	37,740	37,740	73,531	(35,791)
Total building inspection	537,078	537,078	460,380	76,698
Total public safety	6,693,725	6,693,725	6,435,117	258,608

See accompanying notes to the required supplementary information.

CITY OF LINO LAKES, MINNESOTA
REQUIRED SUPPLEMENTARY INFORMATION
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND
For The Year Ended December 31, 2024

Statement 10
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	Budgeted Amounts		2024 Actual	Variance with
	Original	Final	Amounts	Final Budget -
				Positive
				(Negative)
Expenditures: (continued)				
Public works:				
Streets:				
Current:				
Personal services	735,463	735,463	624,145	111,318
Supplies	223,000	223,000	190,660	32,340
Other services and charges	116,050	116,050	120,126	(4,076)
Contractual services	71,500	71,500	82,267	(10,767)
Total streets	1,146,013	1,146,013	1,017,198	128,815
Fleet:				
Current:				
Personal services	284,941	284,941	283,656	1,285
Supplies	246,300	246,300	217,919	28,381
Other services and charges	105,320	105,320	103,658	1,662
Contractual services	67,500	67,500	165,310	(97,810)
Total fleet	704,061	704,061	770,543	(66,482)
Total public works	1,850,074	1,850,074	1,787,741	62,333
Culture and recreation:				
Parks:				
Current:				
Personal services	709,979	709,979	656,950	53,029
Supplies	50,000	50,000	63,392	(13,392)
Other services and charges	67,600	67,600	63,510	4,090
Contractual services	254,200	254,200	213,468	40,732
Total parks	1,081,779	1,081,779	997,320	84,459
Total culture and recreation	1,081,779	1,081,779	997,320	84,459

See accompanying notes to the required supplementary information.

CITY OF LINO LAKES, MINNESOTA
REQUIRED SUPPLEMENTARY INFORMATION
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND
For The Year Ended December 31, 2024

Statement 10
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	Budgeted Amounts		2024 Actual	Variance with
	Original	Final	Amounts	Final Budget -
				Positive
				(Negative)
Expenditures: (continued)				
Conservation of natural resources:				
Environmental:				
Current:				
Personal services	53,614	53,614	44,386	9,228
Supplies	1,000	1,000	11	989
Other services and charges	9,500	9,500	5,725	3,775
Contractual services	1,409	1,409	1,337	72
Total environmental	65,523	65,523	51,459	14,064
Solid waste abatement:				
Current:				
Personal services	54,617	54,617	40,069	14,548
Supplies	1,100	1,100	2,251	(1,151)
Other services and charges	9,000	9,000	2,649	6,351
Contractual services	22,700	22,700	22,089	611
Total solid waste abatement	87,417	87,417	67,058	20,359
Forestry:				
Current:				
Personal services	30,885	30,885	30,342	543
Supplies	3,250	3,250	1,248	2,002
Other services and charges	380	380	162	218
Contractual services	50,000	50,000	97,642	(47,642)
Total forestry	84,515	84,515	129,394	(44,879)
Total conservation of natural resources	237,455	237,455	247,911	(10,456)
Community development:				
Economic development:				
Current:				
Personal services	430	430	160	270
Other services and charges	16,230	16,230	10,277	5,953
Contractual services	81,475	81,475	73,766	7,709
Total economic development	98,135	98,135	84,203	13,932
Community development:				
Current:				
Personal services	297,205	297,205	211,015	86,190
Supplies	100	100	50	50
Other services and charges	8,600	8,600	6,432	2,168
Contractual services	2,777	2,777	843	1,934
Total community development	308,682	308,682	218,340	90,342
Total community development	406,817	406,817	302,543	104,274

See accompanying notes to the required supplementary information.

CITY OF LINO LAKES, MINNESOTA
REQUIRED SUPPLEMENTARY INFORMATION
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND
For The Year Ended December 31, 2024

Statement 10
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	Budgeted Amounts		2024 Actual	Variance with
	Original	Final	Amounts	Final Budget -
				Positive
				(Negative)
Expenditures: (continued)				
Other:				
Contingency	79,247	79,247	-	79,247
Total expenditures	13,018,968	13,018,968	12,489,094	529,874
Revenues over (under) expenditures	(20,000)	(20,000)	1,237,087	1,257,087
Other financing sources (uses):				
Transfers in	20,000	20,000	20,000	-
Transfers out	(150,000)	(150,000)	(286,590)	(136,590)
Proceeds from sale of capital assets	-	-	2,040	2,040
Total other financing sources (uses)	(130,000)	(130,000)	(264,550)	(134,550)
Net change in fund balance	<u>(\$150,000)</u>	<u>(\$150,000)</u>	972,537	<u>\$1,122,537</u>
Fund balance - January 1			<u>8,583,880</u>	
Fund balance - December 31			<u><u>\$9,556,417</u></u>	

See accompanying notes to the required supplementary information.

CITY OF LINO LAKES, MINNESOTA

REQUIRED SUPPLEMENTARY INFORMATION

Statement 11

BUDGETARY COMPARISON SCHEDULE - THE ROOKERY ACTIVITY CENTER

For The Year Ended December 31, 2024

	Budgeted Amounts		2024 Actual	Variance with
	Original	Final	Amounts	Final Budget -
				Positive
				(Negative)
Revenues:				
General property taxes	\$500,000	\$500,000	\$500,000	\$ -
Intergovernmental	-	-	8,825	8,825
Charges for services	1,366,820	1,366,820	1,277,687	(89,133)
Investment earnings	-	-	4,581	4,581
Miscellaneous	95,100	95,100	77,939	(17,161)
Total revenues	<u>1,961,920</u>	<u>1,961,920</u>	<u>1,869,032</u>	<u>(92,888)</u>
Expenditures:				
Culture and recreation				
Current:				
Personal services	1,291,354	1,291,354	1,133,649	157,705
Supplies	98,862	98,862	78,630	20,232
Other services and charges	307,108	307,108	367,672	(60,564)
Contractual services	253,330	253,330	206,658	46,672
Total expenditures	<u>1,950,654</u>	<u>1,950,654</u>	<u>1,786,609</u>	<u>164,045</u>
Net change in fund balance	<u>\$11,266</u>	<u>\$11,266</u>	82,423	<u>\$71,157</u>
Fund balance - January 1			<u>(5,067)</u>	
Fund balance - December 31			<u>\$77,356</u>	

See accompanying notes to the required supplementary information.

CITY OF LINO LAKES, MINNESOTA
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF CHANGES IN THE TOTAL OPEB LIABILITY AND RELATED RATIOS
For The Last Ten Years

Statement 12

	2024	2023	2022	2021	2020	2019	2018	2017
Total OPEB liability:								
Service cost	\$63,419	\$42,687	\$59,608	\$65,484	\$63,577	\$53,789	\$16,547	\$16,990
Interest	33,911	21,236	12,384	13,256	12,256	10,893	21,355	22,542
Changes of benefit terms	-	-	-	-	-	-	-	-
Differences between expected and actual experience	-	263,454	-	(250,908)	-	(245,168)	-	(51,083)
Changes in assumptions	(22,573)	38,665	(87,527)	93,391	-	-	-	-
Benefit payments	(35,789)	(27,716)	(22,971)	(32,454)	(22,990)	(15,527)	(27,798)	(31,536)
Net change in total OPEB liability	38,968	338,326	(38,506)	(111,231)	52,843	(196,013)	10,104	(43,087)
Total OPEB liability - beginning	802,063	463,737	502,243	613,474	560,631	756,644	746,540	789,627
Total OPEB liability - ending	<u>\$841,031</u>	<u>\$802,063</u>	<u>\$463,737</u>	<u>\$502,243</u>	<u>\$613,474</u>	<u>\$560,631</u>	<u>\$756,644</u>	<u>\$746,540</u>
Covered-employee payroll	\$6,536,338	\$6,392,776	\$6,164,425	\$5,109,645	\$5,072,488	\$5,072,488	\$4,937,332	\$4,937,332
Total OPEB liability as a percentage of covered-employee payroll	12.9%	12.5%	7.5%	9.8%	12.1%	11.1%	15.3%	15.1%

The schedule is provided prospectively beginning with the City's fiscal year ended December 31, 2017 and is intended to show a ten year trend. Additional years will be added as they become available.

See accompanying notes to the required supplementary information.

CITY OF LINO LAKES, MINNESOTA

REQUIRED SUPPLEMENTARY INFORMATION

Statement 13

SCHEDULE OF PROPORTIONATE SHARE OF NET PENSION LIABILITY -

GENERAL EMPLOYEES RETIREMENT FUND

For The Last Ten Years

Measurement Date June 30,	Fiscal Year Ending December 31,	City's Proportionate Share (Percentage) of the Net Pension Liability	City's Proportionate Share (Amount) of the Net Pension Liability (a)	State's Proportionate Share (Amount) of the Net Pension Liability Associated with City (b)	City's Proportionate Share of the Net Pension Liability and the State's Proportionate Share of the Net Pension Liability Associated with City (a+b)	Covered Payroll (c)	City's Proportionate Share of the Net Pension Liability as a Percentage of its Covered Payroll ((a+b)/c)	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
2015	2015	0.0410%	\$2,124,883	\$ -	\$2,124,883	\$2,407,426	88.3%	78.2%
2016	2016	0.0387%	3,142,248	41,033	3,183,281	2,401,546	132.6%	68.9%
2017	2017	0.0414%	2,642,949	33,230	2,676,179	2,666,880	100.3%	75.9%
2018	2018	0.0381%	2,113,632	69,419	2,183,051	2,563,053	85.2%	79.5%
2019	2019	0.0398%	2,200,453	68,330	2,268,783	2,814,860	80.6%	80.2%
2020	2020	0.0392%	2,350,219	72,457	2,422,676	2,797,444	86.6%	79.1%
2021	2021	0.0391%	1,669,745	50,998	1,720,743	2,812,588	61.2%	87.0%
2022	2022	0.0428%	3,389,774	99,480	3,489,254	3,208,575	108.7%	76.7%
2023	2023	0.0505%	2,823,903	77,857	2,901,760	4,018,380	72.2%	83.1%
2024	2024	0.0488%	1,802,947	46,621	1,849,568	4,127,560	44.8%	89.1%

See accompanying notes to the required supplementary information.

CITY OF LINO LAKES, MINNESOTA**REQUIRED SUPPLEMENTARY INFORMATION****Statement 14****SCHEDULE OF PENSION CONTRIBUTIONS - GENERAL EMPLOYEES RETIREMENT FUND**

For The Last Ten Years

Fiscal Year Ending December 31,	Statutorily Required Contribution (a)	Contributions in Relation to the Statutorily Required Contribution (b)	Contribution Deficiency (Excess) (a-b)	Covered Payroll (c)	Contributions as a Percentage of Covered Payroll (b/c)
2015	\$182,102	\$182,102	\$ -	\$2,428,027	7.5%
2016	193,684	193,684	-	2,582,452	7.5%
2017	192,510	192,510	-	2,566,800	7.5%
2018	202,526	202,526	-	2,700,347	7.5%
2019	208,807	208,807	-	2,784,089	7.5%
2020	206,802	206,802	-	2,757,351	7.5%
2021	223,767	223,767	-	2,983,557	7.5%
2022	272,865	272,865	-	3,638,203	7.5%
2023	305,242	305,242	-	4,071,180	7.5%
2024	321,519	321,519	-	4,286,920	7.5%

See accompanying notes to the required supplementary information.

CITY OF LINO LAKES, MINNESOTA
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF PROPORTIONATE SHARE OF NET PENSION LIABILITY -
PUBLIC EMPLOYEES POLICE AND FIRE FUND
For The Last Ten Years

Statement 15

Measurement Date June 30,	Fiscal Year Ending December 31,	Proportion (Percentage) of the Net Pension Liability	Proportionate Share (Amount) of the Net Pension Liability (a)	State's Proportionate Share (Amount) of the Net Pension Liability Associated with City (b)	City's Proportionate Share of the Net Pension Liability and the State's Proportionate Share of the Net Pension Liability Associated with City (a+b)	Covered Payroll (c)	Proportionate Share of the Net Pension Liability as a Percentage of its Covered Payroll ((a+b)/c)	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
2015	2015	0.2490%	\$2,829,223	\$ -	\$2,829,223	\$2,284,973	123.8%	86.6%
2016	2016	0.2590%	10,394,121	-	10,394,121	2,495,778	416.5%	63.9%
2017	2017	0.2570%	3,469,806	-	3,469,806	2,643,314	131.3%	85.4%
2018	2018	0.2426%	2,585,866	-	2,585,866	2,556,951	101.1%	88.8%
2019	2019	0.2547%	2,711,539	-	2,711,539	2,689,536	100.8%	89.3%
2020	2020	0.2336%	3,079,098	72,537	3,151,635	2,638,619	119.4%	87.2%
2021	2021	0.2234%	1,724,411	77,543	1,801,954	2,602,793	69.2%	93.7%
2022	2022	0.2367%	10,300,249	450,081	10,750,330	2,875,683	373.8%	70.5%
2023	2023	0.2303%	3,976,982	160,211	4,137,193	3,024,258	136.8%	86.5%
2024	2024	0.2256%	2,968,216	113,147	3,081,363	3,124,186	98.6%	90.2%

See accompanying notes to the required supplementary information.

CITY OF LINO LAKES, MINNESOTA**REQUIRED SUPPLEMENTARY INFORMATION****Statement 16****SCHEDULE OF PENSION CONTRIBUTIONS - PUBLIC EMPLOYEES POLICE AND FIRE FUND**

For The Last Ten Years

Fiscal Year Ending December 31,	Statutorily Required Contribution (a)	Contributions in Relation to the Statutorily Required Contribution (b)	Contribution Deficiency (Excess) (a-b)	Covered Payroll (c)	Contributions as a Percentage of Covered Payroll (b/c)
2015	\$393,551	\$393,551	\$ -	\$2,429,327	16.20%
2016	424,970	424,970	-	2,623,271	16.20%
2017	416,665	416,665	-	2,572,006	16.20%
2018	420,821	420,821	-	2,597,660	16.20%
2019	452,731	452,731	-	2,670,979	16.95%
2020	444,711	444,711	-	2,512,491	17.70%
2021	479,593	479,593	-	2,709,565	17.70%
2022	524,594	524,594	-	2,963,805	17.70%
2023	541,104	541,104	-	3,057,084	17.70%
2024	555,870	555,870	-	3,140,508	17.70%

See accompanying notes to the required supplementary information.

CITY OF LINO LAKES, MINNESOTA

REQUIRED SUPPLEMENTARY INFORMATION

SCHEDULE OF CHANGES IN THE NET PENSION LIABILITY AND RELATED RATIOS -

LINO LAKES PUBLIC SAFETY DEPARTMENT - FIRE DIVISION

For The Last Ten Years

Fiscal year ending - December 31:	2024	2023 & 2022 *	2021
Measurement date - December 31:	2023	2022	2021
Total pension liability:			
Service cost	\$62,261	\$62,261	\$67,890
Interest on pension liability	35,283	32,439	19,363
Changes of benefit terms	-	-	-
Differences between expected and actual experience	(17,070)	(11,917)	59,354
Changes of assumptions	-	-	-
Changes in benefit level	-	-	100,057
Benefit payments	(24,520)	(46,223)	-
Net change in total pension liability	55,954	36,560	246,664
Total pension liability - beginning	538,056	501,496	254,832
Total pension liability - ending (a)	<u>\$594,010</u>	<u>\$538,056</u>	<u>\$501,496</u>
Plan fiduciary net position:			
Contributions - employer	\$ -	\$ -	\$ -
Contributions - State of Minnesota	170,000	147,799	137,872
Contributions - other	-	-	-
Net investment income	159,422	(150,995)	83,292
Benefit payments	(24,520)	(46,223)	-
Administrative expense	-	(724)	(707)
Net change in plan fiduciary net position	304,902	(50,143)	220,457
Plan fiduciary net position - beginning	984,693	1,034,836	814,379
Plan fiduciary net position - ending (b)	<u>\$1,289,595</u>	<u>\$984,693</u>	<u>\$1,034,836</u>
Net pension asset - ending (b) - (a)	<u>\$695,585</u>	<u>\$446,637</u>	<u>\$533,340</u>
Plan fiduciary net position as a percentage of the total pension liability	217%	183%	206%
Covered payroll	N/A	N/A	N/A
Net pension liability as a percentage of covered employee payroll	N/A	N/A	N/A

N/A - the Lino Lakes Fire Department is comprised of paid on-call firefighters whose pay does not meet the definition of covered payroll.

The City created its own fire department in 2016. Therefore, information prior to 2016 is not available. Additional years will be reported as they become available.

* Prior to 2023, the fiscal year end and measurement date were the same. However, 2023 plan information from PERA was not available and therefore, 2022 amounts were re-reported in the City's 2023 ACFR.

See accompanying notes to the required supplementary information.

Statement 17

2020	2019	2018	2017	2016
2020	2019	2018	2017	2016
\$46,865	\$52,320	\$48,182	\$47,952	\$38,419
19,051	16,603	8,754	6,191	3,568
-	-	-	-	-
(81,734)	(22,680)	69,760	(11,672)	(7,804)
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
(15,818)	46,243	126,696	42,471	34,183
270,650	224,407	97,711	55,240	21,057
\$254,832	\$270,650	\$224,407	\$97,711	\$55,240
\$ -	\$ -	\$ -	\$ -	\$44,394
130,846	121,630	118,144	113,797	-
-	-	64,869	58,800	-
95,960	78,063	(18,696)	9,153	133
-	-	-	-	-
(746)	(694)	(702)	(572)	-
226,060	198,999	163,615	181,178	44,527
588,319	389,320	225,705	44,527	-
\$814,379	\$588,319	\$389,320	\$225,705	\$44,527
\$559,547	\$317,669	\$164,913	\$127,994	(\$10,713)
320%	217%	173%	231%	81%
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A

See accompanying notes to the required supplementary information.

CITY OF LINO LAKES, MINNESOTA**REQUIRED SUPPLEMENTARY INFORMATION****Statement 18****SCHEDULE OF CONTRIBUTIONS - LINO LAKES PUBLIC SAFETY DEPARTMENT - FIRE DIVISION**

For The Last Ten Years

Fiscal Year Ending December 31,	Statutorily Required Contribution (a)	Contributions in Relation to the Statutorily Required Contribution (b)	Contribution Deficiency (Excess) (a-b)	Covered Payroll (c)	Contributions as a Percentage of Covered-Employee Payroll (b/c)
2016	\$ -	\$44,394	(\$44,394)	N/A	N/A
2017	-	-	-	N/A	N/A
2018	-	-	-	N/A	N/A
2019	-	-	-	N/A	N/A
2020	-	-	-	N/A	N/A
2021	-	-	-	N/A	N/A
2022	-	-	-	N/A	N/A
2023	-	-	-	N/A	N/A
2024	-	-	-	N/A	N/A

N/A - the Lino Lakes Fire Department is comprised of paid on-call firefighters, whose pay does not meet the definition of covered payroll.

The City created its own fire department in 2016. Therefore, information prior to 2016 is not available. Additional years will be reported as they become available.

See accompanying notes to the required supplementary information.

Note A LEGAL COMPLIANCE – BUDGETS

The General Fund and the Rookery Activity Center special revenue fund budgets are legally adopted on a basis consistent with accounting principles generally accepted in the United States of America. The legal level of budgetary control is at the department level for the General Fund and the fund level for the Rookery Activity Center fund.

Note B OPEB INFORMATION

No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75 to pay related benefits.

Note C PENSION INFORMATION

PERA – General Employees Retirement Fund

2024 Changes in Actuarial Assumptions:

The following changes in assumptions are effective with the July 1, 2024 valuation, as recommended in the most recent experience study (dated June 29, 2023):

- Rates of merit and seniority were adjusted, resulting in slightly higher rates.
- Assumed rates of retirement were adjusted as follows: increase the rate of assumed unreduced retirements, slight adjustments to Rule of 90 retirement rates, and slight adjustments to early retirement rates for Tier 1 and Tier 2 members.
- Minor increase in assumed withdrawals for males and females.
- Lower rates of disability.
- Continued use of Pub-2010 general mortality table with slight rate adjustments as recommended in the most recent experience study.
- Minor changes to form of payment assumptions for male and female retirees.
- Minor changes to assumptions made with respect to missing participant data.

2024 Changes in Plan Provisions:

- The workers' compensation offset for disability benefits was eliminated. The actuarial equivalent factors updated to reflect the changes in assumptions.

2023 Changes in Actuarial Assumptions:

- The investment return assumption and single discount rate were changed from 6.50% to 7.00%.

2023 Changes in Plan Provisions:

- An additional one-time direct state aid contribution of \$170.1 million was contributed to the Plan on October 1, 2023.
- The vesting period of those hired after June 30, 2010, was changed from five years of allowable service to three years of allowable service.
- The benefit increase delay for early retirements on or after January 1, 2024, was eliminated.
- A one-time, non-compounding benefit increase of 2.50% minus the actual 2024 adjustment will be payable in a lump sum for calendar year 2024 by March 31, 2024.

2022 Changes in Actuarial Assumptions:

- The mortality improvement scale was changed from Scale MP-2020 to Scale MP-2021.

2021 Changes in Actuarial Assumptions:

- The investment return and single discount rates were changed from 7.50% to 6.50% for financial reporting purposes.
- The mortality improvement scale was changed from Scale MP-2019 to Scale MP-2020.

2020 Changes in Actuarial Assumptions:

- The price inflation assumption was decreased from 2.50% to 2.25%.
- The payroll growth assumption was decreased from 3.25% to 3.00%.
- Assumed salary increase rates were decreased 0.25% and assumed rates of retirement were changed resulting in more unreduced (normal) retirements and slightly fewer Rule of 90 and early retirements. Assumed rates of termination and disability were also changed.
- Base mortality tables were changed from RP-2014 tables to Pub-2010 tables, with adjustments.
- The mortality improvement scale was changed from Scale MP-2018 to Scale MP-2019.
- The spouse age difference was changed from two years older for females to one year older.
- The assumed number of married male new retirees electing the 100% Joint & Survivor option changed from 35% to 45%. The assumed number of married female new retirees electing the 100% Joint & Survivor option changed from 15% to 30%. The corresponding number of married new retirees electing the Life annuity option was adjusted accordingly.

2020 Changes in Plan Provisions:

- Augmentation for current privatized members was reduced to 2.0% for the period July 1, 2020 through December 31, 2023 and 0.0% after. Augmentation was eliminated for privatizations occurring after June 30, 2020.

2019 Changes in Actuarial Assumptions:

- The mortality projection scale was changed from MP-2017 to MP-2018.

2019 Changes in the Plan Provisions:

- The employer supplemental contribution was changed prospectively, decreasing from \$31.0 million to \$21.0 million per year. The State's special funding contribution was changed prospectively, requiring \$16.0 million due per year through 2031.

2018 Changes in Actuarial Assumptions:

- The mortality projection scale was changed from MP-2015 to MP-2017.
- The assumed benefit increase was changed from 1.00% per year through 2044 and 2.50% per year thereafter to 1.25% per year.

2017 Changes in Actuarial Assumptions:

- The Combined Service Annuity (CSA) loads were changed from 0.8% for active members and 60% for vested and non-vested deferred members. The revised CSA loads are now 0.0% for active member liability, 15.0% for vested deferred member liability and 3.0% for non-vested deferred member liability.
- The assumed post-retirement benefit increase rate was changed from 1.0% per year for all years to 1.0% per year through 2044 and 2.5% per year thereafter.

2016 Changes in Actuarial Assumptions:

- The assumed post-retirement benefit increase rate was changed from 1.0% per year through 2035 and 2.5% per year thereafter to 1.0% per year for all future years.
- The assumed investment return was changed from 7.9% to 7.5%. The single discount rate was changed from 7.9% to 7.5%.
- Other assumptions were changed pursuant to the experience study dated June 30, 2015. The assumed future salary increases, payroll growth, and inflation were decreased by 0.25% to 3.25% for payroll growth and 2.50% for inflation.

PERA – Public Employees Police and Fire Fund

2024 Changes in Plan Provisions:

- The State contribution of \$9.0 million per year will continue until the earlier of 1) both the Police & Fire Plan and the State Patrol Retirement Fund attain 90 percent funded status for three consecutive years (on an actuarial value of assets basis) or 2) July 1, 2048. The contribution was previously due to expire after attaining a 90 percent funded status for one year.
- The additional \$9.0 million contribution will continue until the Police & Fire Plan is fully funded for a minimum of three consecutive years on an actuarial value of assets basis, or July 1, 2048, whichever is earlier. This contribution was previously due to expire upon attainment of fully funded status on an actuarial value of assets basis for one year (or July 1, 2048 if earlier).

2023 Changes in Actuarial Assumptions:

- The investment return assumption was changed from 6.50% to 7.00%.
- The single discount rate changed from 5.40% to 7.00%

2023 Changes in Plan Provisions:

- An additional one-time direct state aid contribution of \$19.4 million was contributed to the Plan on October 1, 2023.
- Vesting requirement for new hires after June 30, 2014, was changed from a graded 20-year vesting schedule to a graded 10-year vesting schedule, with 50% vesting after five years, increasing incrementally to 100% after 10 years.
- A one-time, non-compounding benefit increase of 3.00% will be payable in a lump sum for calendar year 2024 by March 31, 2024.
- Psychological treatment is required effective July 1, 2023, prior to approval for a duty disability benefit for a psychological condition relating to the member's occupation.
- The total and permanent duty disability benefit was increased, effective July 1, 2023.

2022 Changes in Actuarial Assumptions:

- The single discount rate changed from 6.50% to 5.4%.
- The mortality improvement scale was changed from Scale MP-2020 to Scale MP-2021.

2021 Changes in Actuarial Assumptions:

- The investment return and single discount rates were changed from 7.50% to 6.50% for financial reporting purposes.
- The inflation assumption was changed from 2.50% to 2.25%.
- The payroll growth assumption was changed from 3.25% to 3.00%.
- The base mortality tables for healthy annuitants, disabled annuitants and employees were changed from RP-2014 tables to Pub-2010 Public Safety Mortality tables. The mortality improvement scale was changed from MP-2019 to MN-2020.
- Assumed salary increase and retirement rates were modified as recommended in the July 14, 2020 experience study. The changes result in a decrease in gross salary increase rates, slightly more unreduced retirements and fewer assumed early retirements.
- Assumed rates of withdrawal were changed from select and ultimate rates to service-based rates. The changes result in more assumed terminations.
- Assumed rates of disability were increased for ages 25-44 and decreased for ages over 49. Overall, proposed rates result in more projected disabilities.
- Assumed percent married for active female members was changed from 60% to 70%.

2020 Changes in Actuarial Assumptions:

- The mortality projection scale was changed from MP-2018 to MP-2019.

2019 Changes in Actuarial Assumptions:

- The mortality projection scale was changed from MP-2017 to MP-2018.

2018 Changes in Actuarial Assumptions:

- The mortality projection scale was changed from MP-2016 to MP-2017.

2017 Changes in Actuarial Assumptions:

- The single discount rate was changed from 5.6% to 7.5%.
- Assumed salary increases were changed as recommended in the June 30, 2016 experience study. The net effect is proposed rates that average 0.34% lower than the previous rates.
- Assumed rates of retirement were changed, resulting in fewer retirements.
- The Combined Service Annuity (CSA) load was 30% for vested and non-vested deferred members. The CSA has been changed to 33% for vested members and 2 percent for non-vested members.
- The base mortality table for healthy annuitants was changed from the RP-2000 fully generational table to the RP-2014 fully generational table (with a base year of 2006), with male rates adjusted by a factor of 0.96. The mortality improvement scale was changed from Scale AA to Scale MP-2016. The base mortality table for disabled annuitants was changed from the RP-2000 disabled mortality table to the mortality tables assumed for healthy retirees.
- Assumed termination rates were decreased to 3% for the first three years of service. Rates beyond the select period of three years were adjusted, resulting in more expected terminations overall.
- Assumed percentage of married female members was decreased from 65% to 60%.
- Assumed age difference was changed from separate assumptions for male members (wives assumed to be three years younger) and female members (husbands assumed to be four years older) to the assumption that males are two years older than females.
- The assumed percentage of female members electing Joint and Survivor annuities was increased.
- The assumed post-retirement benefit increase rate was changed from 1.00% for all years to 1.00% per year through 2064 and 2.50% thereafter.

2016 Changes in Actuarial Assumptions:

- The assumed post-retirement benefit increase rate was changed from 1.0% per year through 2037 and 2.5% per year thereafter to 1.0% per year for all future years.
- The assumed investment return was changed from 7.9% to 7.5%. The single discount rate changed from 7.9% to 5.6%.
- The assumed future salary increases, payroll growth, and inflation were decreased by 0.25% to 3.25% for payroll growth and 2.50% for inflation.

Single Employer – Fire Division

During 2021, the benefit level per year of service increased from \$5,000 to \$7,000. There have been no other factors, such as changes to assumptions, that affect trends in the amounts reported since the Fire Division was created.

**COMBINING AND INDIVIDUAL NONMAJOR
FUND FINANCIAL STATEMENTS AND SCHEDULES**

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SPECIAL REVENUE FUNDS

Special Revenue Funds account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

DEBT SERVICE FUNDS

Debt Service Funds account for the accumulation of resources for, and payment of, interest, principal and related costs on general long-term debt.

CAPITAL PROJECT FUNDS

Capital Project Funds account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by Proprietary Funds).

PERMANENT FUNDS

Permanent Funds account for financial resources that are legally restricted to the extent that only earnings, and not the principal, may be used for purposes that support the City's programs.

The City maintains one permanent fund – the Environment and Stewardship Fund. This fund accounts for the use of funds received for environmental maintenance and improvements in the Foxborough area, as well as funds received for the Preserve area.

CITY OF LINO LAKES, MINNESOTA
COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
December 31, 2024

Statement 19

	Special Revenue	Debt Service	Capital Project	Permanent Fund Environment & Stewardship Fund	Total Nonmajor Governmental Funds
Assets					
Cash and investments	\$1,243,303	\$3,778,075	\$8,491,971	\$144,924	\$13,658,273
Advances to other funds	-	-	202,000	-	202,000
Taxes receivable:					
Due from county	-	-	167,953	-	167,953
Special assessments receivable:					
Due from county	-	1,460	601	-	2,061
Delinquent	-	688	306	-	994
Deferred	-	318,991	158,333	-	477,324
Leases receivable	-	-	1,165,913	-	1,165,913
Interfund loan receivable	-	-	738,060	-	738,060
Total assets	\$1,243,303	\$4,099,214	\$10,925,137	\$144,924	\$16,412,578
Liabilities, Deferred Inflows of Resources, and Fund Balance					
Liabilities:					
Accounts payable	\$12,445	\$ -	\$439,782	\$2,000	\$454,227
Advances from other funds	-	-	202,000	-	202,000
Retainage payable	-	-	17,389	-	17,389
Unearned revenue	-	-	2,500	-	2,500
Interfund loan payable	-	-	1,297,170	-	1,297,170
Total liabilities	12,445	-	1,958,841	2,000	1,973,286
Deferred inflows of resources:					
Unavailable revenue	-	319,679	158,639	-	478,318
Lease related	-	-	1,165,913	-	1,165,913
Total deferred inflows of resources	-	319,679	1,324,552	-	1,644,231
Fund balance:					
Nonspendable	-	-	-	100,000	100,000
Restricted	930,435	3,779,535	1,688,464	42,924	6,441,358
Committed	300,423	-	-	-	300,423
Assigned	-	-	7,567,121	-	7,567,121
Unassigned	-	-	(1,613,841)	-	(1,613,841)
Total fund balance	1,230,858	3,779,535	7,641,744	142,924	12,795,061
Total liabilities, deferred inflows of resources, and fund balance	\$1,243,303	\$4,099,214	\$10,925,137	\$144,924	\$16,412,578

CITY OF LINO LAKES, MINNESOTA
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE
NONMAJOR GOVERNMENTAL FUNDS
For The Year Ended December 31, 2024

Statement 20

	Special Revenue	Debt Service	Capital Project	Permanent Fund Environment & Stewardship Fund	Total Nonmajor Governmental Funds
Revenues:					
General property taxes	\$10,000	\$1,287,724	\$1,105,000	\$ -	\$2,402,724
Other taxes	24,948	37,994	-	-	62,942
Tax increment	-	-	1,002,712	-	1,002,712
Special assessments	-	52,755	577,019	-	629,774
Intergovernmental	92,284	-	-	-	92,284
Charges for services	1,916	-	692,164	-	694,080
Fines and forfeits	5,375	-	-	-	5,375
Investment earnings	56,218	140,555	320,512	6,470	523,755
Miscellaneous	2,500	-	-	5,700	8,200
Total revenues	193,241	1,519,028	3,697,407	12,170	5,421,846
Expenditures:					
Current:					
General government	3,952	-	386,508	-	390,460
Public safety	114,027	-	2,887	-	116,914
Public works	-	-	246,316	-	246,316
Culture and recreation	13,823	-	41,536	-	55,359
Conservation of natural resources	-	-	-	7,850	7,850
Community development	-	-	437,159	-	437,159
Capital outlay:					
Public safety	92,532	-	-	-	92,532
Public works	-	-	2,063,491	-	2,063,491
Culture and recreation	-	-	739,636	-	739,636
Debt service:					
Principal	-	2,115,475	-	-	2,115,475
Interest and fiscal charges	-	508,966	-	-	508,966
Total expenditures	224,334	2,624,441	3,917,533	7,850	6,774,158
Revenues over (under) expenditures	(31,093)	(1,105,413)	(220,126)	4,320	(1,352,312)
Other financing sources (uses):					
Transfers in	-	764,486	1,707,113	-	2,471,599
Transfers out	(20,000)	(306,406)	(1,753,219)	-	(2,079,625)
Proceeds from sale of capital assets	-	-	1,125	-	1,125
Total other financing sources (uses)	(20,000)	458,080	(44,981)	-	393,099
Net change in fund balance	(51,093)	(647,333)	(265,107)	4,320	(959,213)
Fund balance - January 1	1,281,951	4,426,868	7,906,851	138,604	13,754,274
Fund balance - December 31	\$1,230,858	\$3,779,535	\$7,641,744	\$142,924	\$12,795,061

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SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for particular purposes. The City maintained the following nonmajor Special Revenue Funds during the year.

Economic Development Authority – established to account for the receipt and uses of funds for economic development purposes.

Cable TV and Communications – established to account for activities relating to Cable TV and Communications.

Blue Heron Days – established to account for the activities associated with the Blue Heron Days festival.

State Narcotics Forfeitures – established to account for activities associated with the receipt and use of state narcotics forfeitures.

DUI Forfeitures – established to account for activities associated with the receipt and use of DUI forfeitures.

Other Forfeitures – established to account for activities associated with the receipt and use of other forfeitures.

Federal Forfeitures - Treasury – established to account for activities associated with the receipt and use of equitable sharing paid from the U.S. Department of Treasury Forfeiture Fund.

K-9 Unit – established to account for donations received by the City which are restricted for K-9 Unit purposes.

Public Safety Aid – established to account for aid received from the State of Minnesota for public safety purposes.

Local Affordable Housing Aid – established to account for aid received from the State of Minnesota for local affordable housing.

CITY OF LINO LAKES, MINNESOTA
SUBCOMBINING BALANCE SHEET
NONMAJOR SPECIAL REVENUE FUNDS
December 31, 2024

	203 Economic Development Authority	204 Cable TV and Communications	205 Blue Heron Days	207 State Narcotics Forfeitures
Assets				
Cash and investments	\$258,762	\$266,690	\$14,657	\$26,608
Total assets	<u>\$258,762</u>	<u>\$266,690</u>	<u>\$14,657</u>	<u>\$26,608</u>
Liabilities and Fund Balance				
Liabilities:				
Accounts payable	\$ -	\$29	\$ -	\$ -
Fund balance:				
Restricted	225,000	-	14,657	26,608
Committed	33,762	266,661	-	-
Total fund balance	<u>258,762</u>	<u>266,661</u>	<u>14,657</u>	<u>26,608</u>
Total liabilities and fund balance	<u>\$258,762</u>	<u>\$266,690</u>	<u>\$14,657</u>	<u>\$26,608</u>

208 DUI Forfeitures	209 Other Forfeitures	210 Federal Forfeitures - Treasury	211 K-9 Unit	214 Public Safety Aid	215 Local Affordable Housing Aid	Total Nonmajor Special Revenue Funds
\$58,042	\$1,652	\$5,312	\$5,290	\$516,646	\$89,644	\$1,243,303
\$58,042	\$1,652	\$5,312	\$5,290	\$516,646	\$89,644	\$1,243,303
\$ -	\$ -	\$3,739	\$249	\$8,428	\$ -	\$12,445
58,042	1,652	1,573	5,041	508,218	89,644	930,435
-	-	-	-	-	-	300,423
58,042	1,652	1,573	5,041	508,218	89,644	1,230,858
\$58,042	\$1,652	\$5,312	\$5,290	\$516,646	\$89,644	\$1,243,303

CITY OF LINO LAKES, MINNESOTA
SUBCOMBINING STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCE
NONMAJOR SPECIAL REVENUE FUNDS
For The Year Ended December 31, 2024

	203 Economic Development Authority	204 Cable TV and Communications	205 Blue Heron Days	207 State Narcotics Forfeitures
Revenues:				
General property taxes	\$ -	\$ -	\$10,000	\$ -
Other taxes	-	24,948	-	-
Intergovernmental	-	-	4,000	-
Charges for services	-	-	1,916	-
Fines and forfeits	-	-	-	865
Investment earnings	11,525	11,912	642	1,454
Miscellaneous	-	-	2,500	-
Total revenues	<u>11,525</u>	<u>36,860</u>	<u>19,058</u>	<u>2,319</u>
Expenditures:				
Current:				
General government	-	3,952	-	-
Public safety	-	-	-	7,400
Culture and recreation	-	3,978	9,845	-
Capital outlay:				
Public safety	-	-	-	-
Total expenditures	<u>-</u>	<u>7,930</u>	<u>9,845</u>	<u>7,400</u>
Revenues over (under) expenditures	11,525	28,930	9,213	(5,081)
Other financing sources (uses):				
Transfers out	<u>-</u>	<u>(20,000)</u>	<u>-</u>	<u>-</u>
Net change in fund balance	11,525	8,930	9,213	(5,081)
Fund balance - January 1	<u>247,237</u>	<u>257,731</u>	<u>5,444</u>	<u>31,689</u>
Fund balance - December 31	<u>\$258,762</u>	<u>\$266,661</u>	<u>\$14,657</u>	<u>\$26,608</u>

208 DUI Forfeitures	209 Other Forfeitures	210 Federal Forfeitures - Treasury	211 K-9 Unit	214 Public Safety Aid	215 Local Affordable Housing Aid	Total Nonmajor Special Revenue Funds
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$10,000
-	-	-	-	-	-	24,948
-	-	-	-	-	88,284	92,284
-	-	-	-	-	-	1,916
4,325	185	-	-	-	-	5,375
2,480	69	275	515	25,986	1,360	56,218
-	-	-	-	-	-	2,500
6,805	254	275	515	25,986	89,644	193,241
-	-	-	-	-	-	3,952
2,131	100	21,231	8,246	74,919	-	114,027
-	-	-	-	-	-	13,823
-	-	-	-	92,532	-	92,532
2,131	100	21,231	8,246	167,451	-	224,334
4,674	154	(20,956)	(7,731)	(141,465)	89,644	(31,093)
-	-	-	-	-	-	(20,000)
4,674	154	(20,956)	(7,731)	(141,465)	89,644	(51,093)
53,368	1,498	22,529	12,772	649,683	-	1,281,951
\$58,042	\$1,652	\$1,573	\$5,041	\$508,218	\$89,644	\$1,230,858

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DEBT SERVICE FUNDS

Debt Service Funds are used to account for the accumulation of resources for, and the payment of, interest, principal and related costs on general long-term debt. The City's Debt Service Funds account for four types of bonded indebtedness:

General Debt Bonds – are repaid primarily from property taxes.

Improvement Bonds and Notes – are repaid primarily from special assessments.

Public Facility Lease Revenue Bonds – are repaid primarily from lease revenues received from the EDA leasing the buildings to the City of Lino Lakes and other tenants.

Revenue Bonds – these bonds were issued to finance various improvements and will be repaid primarily from pledged revenues derived from the constructed assets.

Capital Note – this note was issued to finance cable communications equipment and will be repaid from revenues derived from franchise fees.

CITY OF LINO LAKES, MINNESOTA
SUBCOMBINING BALANCE SHEET
NONMAJOR DEBT SERVICE FUNDS
December 31, 2024

	337 G.O. Improvement Bonds of 2014A	338 G.O. Bonds of 2015A
Assets		
Cash and investments	\$287,191	\$735,568
Special assessments receivable:		
Due from county	-	-
Delinquent	-	-
Deferred	-	-
Total assets	<u>\$287,191</u>	<u>\$735,568</u>
Liabilities, Deferred Inflows of Resources, and Fund Balance		
Liabilities:		
Accounts payable	<u>\$ -</u>	<u>\$ -</u>
Deferred inflows of resources:		
Unavailable revenue	<u>-</u>	<u>-</u>
Fund balance:		
Restricted	<u>287,191</u>	<u>735,568</u>
Total liabilities, deferred inflows of resources, and fund balance	<u>\$287,191</u>	<u>\$735,568</u>

339 EDA Lease Revenue Bonds of 2015B	341 G.O. Utility Revenue Bonds of 2016A	344 G.O. Bonds of 2018A	345 G.O. Utility Revenue Bonds of 2020A	346 G.O. Bonds of 2021A	Total Nonmajor Debt Service Funds
\$408,503	\$275,860	\$1,612,464	\$239,346	\$219,143	\$3,778,075
-	-	1,460	-	-	1,460
-	-	688	-	-	688
-	-	318,991	-	-	318,991
<u>\$408,503</u>	<u>\$275,860</u>	<u>\$1,933,603</u>	<u>\$239,346</u>	<u>\$219,143</u>	<u>\$4,099,214</u>
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	319,679	-	-	319,679
<u>408,503</u>	<u>275,860</u>	<u>1,613,924</u>	<u>239,346</u>	<u>219,143</u>	<u>3,779,535</u>
<u>\$408,503</u>	<u>\$275,860</u>	<u>\$1,933,603</u>	<u>\$239,346</u>	<u>\$219,143</u>	<u>\$4,099,214</u>

CITY OF LINO LAKES, MINNESOTA
SUBCOMBINING STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCE
NONMAJOR DEBT SERVICE FUNDS
For The Year Ended December 31, 2024

	332 G.O. TIF Bonds of 2007A	335 G.O. Bonds of 2012A	336 G.O. Improvement Bonds of 2013A	337 G.O. Improvement Bonds of 2014A	338 G.O. Bonds of 2015A
Revenues:					
General property taxes	\$ -	\$ -	\$ -	\$ -	\$274,589
Other taxes	-	-	-	-	-
Special assessments	-	-	-	-	-
Investment earnings	-	399	1,284	12,838	25,622
Total revenues	-	399	1,284	12,838	300,211
Expenditures:					
Debt service:					
Principal	280,000	165,000	65,000	155,000	220,000
Interest and fiscal charges	5,775	1,361	1,300	6,815	39,377
Total expenditures	285,775	166,361	66,300	161,815	259,377
Revenues over (under) expenditures	(285,775)	(165,962)	(65,016)	(148,977)	40,834
Other financing sources (uses):					
Transfers in	140,471	-	-	124,165	-
Transfers out	-	(72,273)	(232,529)	-	-
Total other financing sources (uses)	140,471	(72,273)	(232,529)	124,165	-
Net change in fund balance	(145,304)	(238,235)	(297,545)	(24,812)	40,834
Fund balance - January 1	145,304	238,235	297,545	312,003	694,734
Fund balance - December 31	\$ -	\$ -	\$ -	\$287,191	\$735,568

339 EDA Lease Revenue Bonds of 2015B	340 G.O. Capital Note of 2016A	341 G.O. Utility Revenue Bonds of 2016A	344 G.O. Bonds of 2018A	345 G.O. Utility Revenue Bonds of 2020A	346 G.O. Bonds of 2021A	Total Nonmajor Debt Service Funds
\$319,765	\$ -	\$ -	\$485,475	\$ -	\$207,895	\$1,287,724
-	37,994	-	-	-	-	37,994
-	-	-	52,755	-	-	52,755
12,804	467	12,370	58,966	11,445	4,360	140,555
332,569	38,461	12,370	597,196	11,445	212,255	1,519,028
200,000	35,475	145,000	435,000	245,000	170,000	2,115,475
103,202	2,519	11,014	207,078	100,165	30,360	508,966
303,202	37,994	156,014	642,078	345,165	200,360	2,624,441
29,367	467	(143,644)	(44,882)	(333,720)	11,895	(1,105,413)
-	-	155,350	-	344,500	-	764,486
-	(1,604)	-	-	-	-	(306,406)
-	(1,604)	155,350	-	344,500	-	458,080
29,367	(1,137)	11,706	(44,882)	10,780	11,895	(647,333)
379,136	1,137	264,154	1,658,806	228,566	207,248	4,426,868
\$408,503	\$ -	\$275,860	\$1,613,924	\$239,346	\$219,143	\$3,779,535

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CAPITAL PROJECT FUNDS

Capital Project Funds account for the acquisition or construction of major capital facilities other than those financed by Proprietary Funds. The City maintained the following nonmajor Capital Project Funds during the year:

Closed Bond – to account for excess funds from matured bond issues.

Building and Facilities – to account for the activities associated with the maintenance and replacement of municipal buildings and facilities.

Office Equipment Replacement – to account for the receipt and use of funds for office equipment purchases.

Dedicated Parks – to account for the receipts and use of monies collected from park dedication fees.

Tax Increment Financing Funds – to account for development projects financed with tax increments.

Pavement Management – to account for the financing of street maintenance projects.

Surface Water Management – to account for the financing of surface water infrastructure and wetland bank activity.

Street Reconstruction – to account for the financing of future reconstruction of City streets.

Park and Trail Improvements – to account for park and trail improvement activities.

Comp Plan Update – this fund accounts for the financing sources received and expenditures incurred to update the City's Comprehensive Plan.

Pheasant Run Reconstruction – to account for the financing of the Pheasant Run street reconstruction project.

2024 Street Reconstruction – to account for the financing of the 2024 Street Reconstruction project.

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CITY OF LINO LAKES, MINNESOTA
SUBCOMBINING BALANCE SHEET
NONMAJOR CAPITAL PROJECT FUNDS
December 31, 2024

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	301 Closed Bond	401 Building and Facilities	403 Office Equipment Replacement	405 Dedicated Parks
Assets				
Cash and investments	\$456,027	\$2,475,199	\$55,500	\$1,374,743
Advances to other funds	50,299	-	-	-
Taxes receivable:				
Due from county	-	-	-	-
Special assessments receivable:				
Due from county	-	-	-	-
Delinquent	-	-	-	-
Deferred	-	-	-	-
Leases receivable	-	1,165,913	-	-
Interfund loan receivable	-	738,060	-	-
Total assets	\$506,326	\$4,379,172	\$55,500	\$1,374,743
Liabilities, Deferred Inflows of Resources, and Fund Balance				
Liabilities:				
Accounts payable	\$ -	\$15,732	\$210	\$110,889
Advances from other funds	-	-	-	-
Retainage payable	-	-	-	-
Unearned revenue	-	2,500	-	-
Interfund loan payable	-	-	-	-
Total liabilities	-	18,232	210	110,889
Deferred inflows of resources:				
Unavailable revenue	-	-	-	-
Lease related	-	1,165,913	-	-
Total deferred inflows of resources	-	1,165,913	-	-
Fund balance:				
Restricted	-	-	-	1,263,854
Assigned	506,326	3,195,027	55,290	-
Unassigned	-	-	-	-
Total fund balance	506,326	3,195,027	55,290	1,263,854
Total liabilities, deferred inflows of resources, and fund balance	\$506,326	\$4,379,172	\$55,500	\$1,374,743

CITY OF LINO LAKES, MINNESOTA
SUBCOMBINING BALANCE SHEET
NONMAJOR CAPITAL PROJECT FUNDS
December 31, 2024

	418 Tax Increment Financing 1-11	419 Tax Increment Financing 1-12	430 Tax Increment Financing 1-13	421 Pavement Management
Assets				
Cash and investments	\$928	\$411,910	\$4,414	\$461,730
Advances to other funds	-	-	-	151,701
Taxes receivable:				
Due from county	48	-	167,905	-
Special assessments receivable:				
Due from county	-	-	-	-
Delinquent	-	-	-	-
Deferred	-	-	-	-
Leases receivable	-	-	-	-
Interfund loan receivable	-	-	-	-
Total assets	\$976	\$411,910	\$172,319	\$613,431
Liabilities, Deferred Inflows of Resources, and Fund Balance				
Liabilities:				
Accounts payable	\$176	\$ -	\$159,619	\$34,380
Advances from other funds	-	-	-	-
Retainage payable	-	-	-	17,389
Unearned revenue	-	-	-	-
Interfund loan payable	1,297,170	-	-	-
Total liabilities	1,297,346	-	159,619	51,769
Deferred inflows of resources:				
Unavailable revenue	-	-	-	-
Lease related	-	-	-	-
Total deferred inflows of resources	-	-	-	-
Fund balance:				
Restricted	-	411,910	12,700	-
Assigned	-	-	-	561,662
Unassigned	(1,296,370)	-	-	-
Total fund balance	(1,296,370)	411,910	12,700	561,662
Total liabilities, deferred inflows of resources, and fund balance	\$976	\$411,910	\$172,319	\$613,431

422 Surface Water Management	423 Street Reconstruction	425 Park and Trail Improvements	484 Comp Plan Update	487 Pheasant Run Reconstruction	488 2024 Street Reconstruction	Total Nonmajor Capital Project Funds
\$2,616,260	\$473,867	\$161,393	\$ -	\$ -	\$ -	\$8,491,971
-	-	-	-	-	-	202,000
-	-	-	-	-	-	167,953
140	461	-	-	-	-	601
306	-	-	-	-	-	306
147,557	10,776	-	-	-	-	158,333
-	-	-	-	-	-	1,165,913
-	-	-	-	-	-	738,060
<u>\$2,764,263</u>	<u>\$485,104</u>	<u>\$161,393</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$10,925,137</u>
\$3,305	\$ -	\$ -	\$48,225	\$ -	\$67,246	\$439,782
-	-	-	50,299	-	151,701	202,000
-	-	-	-	-	-	17,389
-	-	-	-	-	-	2,500
-	-	-	-	-	-	1,297,170
<u>3,305</u>	<u>-</u>	<u>-</u>	<u>98,524</u>	<u>-</u>	<u>218,947</u>	<u>1,958,841</u>
147,863	10,776	-	-	-	-	158,639
-	-	-	-	-	-	1,165,913
<u>147,863</u>	<u>10,776</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,324,552</u>
-	-	-	-	-	-	1,688,464
2,613,095	474,328	161,393	-	-	-	7,567,121
-	-	-	(98,524)	-	(218,947)	(1,613,841)
<u>2,613,095</u>	<u>474,328</u>	<u>161,393</u>	<u>(98,524)</u>	<u>-</u>	<u>(218,947)</u>	<u>7,641,744</u>
<u>\$2,764,263</u>	<u>\$485,104</u>	<u>\$161,393</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$10,925,137</u>

CITY OF LINO LAKES, MINNESOTA
SUBCOMBINING STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCE
NONMAJOR CAPITAL PROJECT FUNDS
For The Year Ended December 31, 2024

	301 Closed Bond	401 Building and Facilities	403 Office Equipment Replacement	405 Dedicated Parks	417 Tax Increment Financing 1-10
Revenues:					
General property taxes	\$ -	\$ -	\$25,000	\$ -	\$ -
Tax increment	-	-	-	-	-
Special assessments	-	-	-	-	-
Charges for services	-	215,220	-	476,944	-
Investment earnings	23,321	87,857	2,105	53,613	16
Total revenues	23,321	303,077	27,105	530,557	16
Expenditures:					
Current:					
General government	38,966	55,812	137,791	-	-
Public safety	-	-	2,887	-	-
Public works	-	-	2,252	-	-
Culture and recreation	-	-	1,443	6,021	-
Community development	-	-	1,701	-	1,536
Capital outlay:					
Public works	-	-	-	-	-
Culture and recreation	-	-	-	599,636	-
Total expenditures	38,966	55,812	146,074	605,657	1,536
Revenues over (under) expenditures	(15,645)	247,265	(118,969)	(75,100)	(1,520)
Other financing sources (uses):					
Transfers in	73,877	-	114,945	-	-
Transfers out	(14,945)	-	-	-	-
Proceeds from sale of capital assets	-	-	1,125	-	-
Total other financing sources (uses)	58,932	-	116,070	-	-
Net change in fund balance	43,287	247,265	(2,899)	(75,100)	(1,520)
Fund balance - January 1	463,039	2,947,762	58,189	1,338,954	1,520
Fund balance - December 31	\$506,326	\$3,195,027	\$55,290	\$1,263,854	\$0

418 Tax Increment Financing 1-11	419 Tax Increment Financing 1-12	430 Tax Increment Financing 1-13	421 Pavement Management	422 Surface Water Management	423 Street Reconstruction
\$ -	\$ -	\$ -	\$990,000	\$ -	\$ -
438,215	228,686	335,811	-	-	-
-	-	-	-	565,461	11,558
-	-	-	-	-	-
3,415	8,899	80	2,108	105,267	21,289
441,630	237,585	335,891	992,108	670,728	32,847
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	221,250	22,814	-
-	-	-	-	-	-
10,928	97,633	325,361	-	-	-
-	-	-	1,851,717	-	-
-	-	-	-	-	-
10,928	97,633	325,361	2,072,967	22,814	-
430,702	139,952	10,530	(1,080,859)	647,914	32,847
-	-	-	1,471,631	-	-
(1,728,204)	-	-	-	-	(10,070)
-	-	-	-	-	-
(1,728,204)	-	-	1,471,631	-	(10,070)
(1,297,502)	139,952	10,530	390,772	647,914	22,777
1,132	271,958	2,170	170,890	1,965,181	451,551
(\$1,296,370)	\$411,910	\$12,700	\$561,662	\$2,613,095	\$474,328

CITY OF LINO LAKES, MINNESOTA
SUBCOMBINING STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCE
NONMAJOR CAPITAL PROJECT FUNDS
For The Year Ended December 31, 2024

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Page 2 of 2

	425 Park and Trail Improvements	484 Comp Plan Update	487 Pheasant Run Reconstruction	488 2024 Street Reconstruction	Total Nonmajor Capital Project Funds
Revenues:					
General property taxes	\$90,000	\$ -	\$ -	\$ -	\$1,105,000
Tax increment	-	-	-	-	1,002,712
Special assessments	-	-	-	-	577,019
Charges for services	-	-	-	-	692,164
Investment earnings	9,552	815	2,175	-	320,512
Total revenues	99,552	815	2,175	-	3,697,407
Expenditures:					
Current:					
General government	-	153,939	-	-	386,508
Public safety	-	-	-	-	2,887
Public works	-	-	-	-	246,316
Culture and recreation	34,072	-	-	-	41,536
Community development	-	-	-	-	437,159
Capital outlay:					
Public works	-	-	36,494	175,280	2,063,491
Culture and recreation	140,000	-	-	-	739,636
Total expenditures	174,072	153,939	36,494	175,280	3,917,533
Revenues over (under) expenditures	(74,520)	(153,124)	(34,319)	(175,280)	(220,126)
Other financing sources (uses):					
Transfers in	-	36,590	10,070	-	1,707,113
Transfers out	-	-	-	-	(1,753,219)
Proceeds from sale of capital assets	-	-	-	-	1,125
Total other financing sources (uses)	-	36,590	10,070	-	(44,981)
Net change in fund balance	(74,520)	(116,534)	(24,249)	(175,280)	(265,107)
Fund balance - January 1	235,913	18,010	24,249	(43,667)	7,906,851
Fund balance - December 31	\$161,393	(\$98,524)	\$0	(\$218,947)	\$7,641,744

STATISTICAL SECTION (UNAUDITED)

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STATISTICAL SECTION (UNAUDITED)

This part of the City of Lino Lakes, Minnesota's Annual Comprehensive Financial Report presents detailed information as a context for understanding what the information in the financial statements, note disclosures and required supplementary information says about the City's overall financial health.

Contents	Table Number
Financial Trends These tables contain trend information to help the reader understand how the City's financial performance and well-being have changed over time.	Tables 1-4
Revenue Capacity These tables contain information to help the reader assess the City's most significant local revenue source, the property tax.	Tables 5-8
Debt Capacity These tables present information to help the reader assess the affordability of the City's current levels of outstanding debt and the City's ability to issue additional debt in the future.	Tables 9-12
Demographic and Economic Information These tables offer demographic and economic indicators to help the reader understand the environment within which the City's financial activities take place.	Tables 13-14
Operating Information These tables contain service and infrastructure data to help the reader understand how the information in the City's financial report relates to the services the City provides and the activities it performs.	Tables 15-17

CITY OF LINO LAKES, MINNESOTA
NET POSITION BY COMPONENT
Last Ten Fiscal Years
(Accrual Basis of Accounting)

	2015	2016	2017	2018
Governmental activities:				
Net investment in capital assets	\$18,230,746	\$18,597,344	\$22,868,259	\$24,640,555
Restricted	8,635,293	13,342,852	11,730,147	10,579,817
Unrestricted	13,888,120	10,187,254	12,017,212	16,577,520
Total governmental activities net position	<u>\$40,754,159</u>	<u>\$42,127,450</u>	<u>\$46,615,618</u>	<u>\$51,797,892</u>
Business-type activities:				
Net investment in capital assets	\$29,127,829	\$31,860,610	\$31,831,950	\$32,709,079
Unrestricted	14,672,630	13,863,447	14,846,045	15,570,827
Total business-type activities net position	<u>\$43,800,459</u>	<u>\$45,724,057</u>	<u>\$46,677,995</u>	<u>\$48,279,906</u>
Primary government:				
Net investment in capital assets	\$47,358,575	\$50,457,954	\$54,700,209	\$57,349,634
Restricted	8,635,293	13,342,852	11,730,147	10,579,817
Unrestricted	28,560,750	24,050,701	26,863,257	32,148,347
Total primary government net position	<u>\$84,554,618</u>	<u>\$87,851,507</u>	<u>\$93,293,613</u>	<u>\$100,077,798</u>

GASB 75 was implemented in 2017. Net position was restated for 2016 to reflect the reporting of the OPEB liability and OPEB related deferred inflows of resources. Net position for years prior to 2016 was not restated.

Table 1

2019	2020	2021	2022	2023	2024
\$28,433,053	\$31,960,308	\$38,987,698	\$43,292,333	\$48,061,305	\$50,860,601
12,390,431	13,446,203	13,889,250	10,200,962	9,398,180	7,378,391
17,640,035	18,686,238	21,975,414	21,078,214	21,364,755	25,568,337
<u>\$58,463,519</u>	<u>\$64,092,749</u>	<u>\$74,852,362</u>	<u>\$74,571,509</u>	<u>\$78,824,240</u>	<u>\$83,807,329</u>
\$36,390,820	\$43,366,197	\$43,566,016	\$49,792,563	\$50,119,172	\$53,198,585
16,237,228	16,054,144	16,425,602	14,574,403	15,375,587	18,243,689
<u>\$52,628,048</u>	<u>\$59,420,341</u>	<u>\$59,991,618</u>	<u>\$64,366,966</u>	<u>\$65,494,759</u>	<u>\$71,442,274</u>
\$64,823,873	\$75,326,505	\$82,553,714	\$93,084,896	\$98,180,477	\$104,059,186
12,390,431	13,446,203	13,889,250	10,200,962	9,398,180	7,378,391
33,877,263	34,740,382	38,401,016	35,652,617	36,740,342	43,812,026
<u>\$111,091,567</u>	<u>\$123,513,090</u>	<u>\$134,843,980</u>	<u>\$138,938,475</u>	<u>\$144,318,999</u>	<u>\$155,249,603</u>

CITY OF LINO LAKES, MINNESOTA
CHANGES IN NET POSITION
Last Ten Fiscal Years
(Accrual Basis of Accounting)

	2015	2016	2017	2018
Expenses				
Governmental activities:				
General government	\$2,016,351	\$2,456,864	\$2,395,633	\$2,345,386
Public safety	5,135,865	6,567,523	5,166,538	4,749,394
Public works	7,971,712	6,228,893	5,492,395	5,384,522
Culture and recreation	-	-	-	-
Conservation of natural resources	186,111	216,905	200,016	201,590
Community development	432,268	454,144	459,455	576,794
Interest and fees on long-term debt	632,876	831,529	518,897	414,607
Total governmental activities expenses	<u>16,375,183</u>	<u>16,755,858</u>	<u>14,232,934</u>	<u>13,672,293</u>
Business-type activities:				
Water	1,394,897	1,367,693	1,245,249	1,332,755
Sewer	2,089,842	1,850,962	1,901,821	1,964,471
Storm water	-	-	-	-
Total business-type activities expenses	<u>3,484,739</u>	<u>3,218,655</u>	<u>3,147,070</u>	<u>3,297,226</u>
Total primary government expenses	<u>\$19,859,922</u>	<u>\$19,974,513</u>	<u>\$17,380,004</u>	<u>\$16,969,519</u>
Program revenues				
Governmental activities:				
Charges for services:				
General government	\$818,468	\$520,231	\$550,117	\$562,816
Public safety	199,498	1,359,426	2,249,152	1,591,658
Public works	603,866	865,327	801,633	448,009
Culture and recreation	-	-	-	-
Community development	-	-	-	-
Operating grants and contributions	526,107	722,858	1,106,014	861,429
Capital grants and contributions	1,176,732	5,046,307	4,141,383	5,187,023
Total governmental activities program revenues	<u>3,324,671</u>	<u>8,514,149</u>	<u>8,848,299</u>	<u>8,650,935</u>
Business-type activities:				
Charges for services:				
Water	1,014,836	1,094,897	1,150,834	1,217,589
Sewer	1,621,633	1,659,322	1,698,963	1,753,712
Storm water	-	-	-	-
Operating grants and contributions	263,024	-	-	-
Capital grants and contributions	3,035,031	1,543,947	836,029	1,242,032
Total business-type activities	<u>5,934,524</u>	<u>4,298,166</u>	<u>3,685,826</u>	<u>4,213,333</u>
Total primary government program revenues	<u>\$9,259,195</u>	<u>\$12,812,315</u>	<u>\$12,534,125</u>	<u>\$12,864,268</u>

Table 2
Page 1 of 2

2019	2020	2021	2022	2023	2024
\$2,466,130	\$4,197,819	\$2,828,407	\$3,117,688	\$3,041,049	\$4,134,836
5,053,511	4,867,134	4,706,881	6,512,493	7,130,294	7,045,702
5,810,919	4,118,477	6,260,599	6,377,440	5,604,543	6,218,466
-	-	-	4,029,146	3,350,309	3,283,500
183,982	161,556	178,581	235,376	257,150	732,201
686,421	660,660	791,930	884,336	531,413	287,271
498,587	733,207	654,287	562,248	497,903	410,330
14,699,550	14,738,853	15,420,685	21,718,727	20,412,661	22,112,306
1,322,811	1,532,282	1,621,486	3,019,350	2,027,102	2,130,173
2,002,711	2,199,865	2,186,992	2,347,539	2,535,243	2,989,132
-	-	-	251,478	577,404	409,320
3,325,522	3,732,147	3,808,478	5,618,367	5,139,749	5,528,625
\$18,025,072	\$18,471,000	\$19,229,163	\$27,337,094	\$25,552,410	\$27,640,931
\$612,237	\$587,888	\$892,386	\$699,316	\$507,564	\$434,283
1,255,363	1,235,829	1,688,606	1,616,634	1,279,955	1,489,612
1,273,900	1,106,248	2,528,275	1,574,335	1,544,038	149,389
-	-	-	1,046,848	1,127,355	1,837,741
-	-	-	-	10,000	-
870,532	2,470,024	1,019,752	1,119,449	1,866,131	1,480,903
6,820,419	6,894,207	7,931,093	2,800,604	2,996,602	8,609,291
10,832,451	12,294,196	14,060,112	8,857,186	9,331,645	14,001,219
1,172,580	1,341,559	1,683,290	1,845,312	2,323,763	2,072,108
1,771,143	1,803,231	1,892,040	1,952,299	2,079,761	2,186,487
-	-	-	486,069	552,121	559,217
-	42,152	-	-	59,032	7,589
2,894,794	2,887,266	752,403	5,268,556	8,545	2,119,227
5,838,517	6,074,208	4,327,733	9,552,236	5,023,222	6,944,628
\$16,670,968	\$18,368,404	\$18,387,845	\$18,409,422	\$14,354,867	\$20,945,847

CITY OF LINO LAKES, MINNESOTA
CHANGES IN NET POSITION
Last Ten Fiscal Years
(Accrual Basis of Accounting)

	2015	2016	2017	2018
Net (expense) revenue:				
Governmental activities	(\$13,050,512)	(\$8,241,709)	(\$5,384,635)	(\$5,021,358)
Business-type activities	2,449,785	1,079,511	538,756	916,107
Total primary government, net	(10,600,727)	(7,162,198)	(4,845,879)	(4,105,251)
General revenues and other changes in net position:				
Governmental activities:				
Property taxes	9,243,236	9,343,500	9,753,971	10,229,691
Unrestricted grants and contributions	5,363	91,385	181,712	59,508
Unrestricted investment earnings	112,961	210,142	207,792	369,485
Gain on disposal of capital assets	17,836	66,255	38,022	17,318
Special item - withdrawal from fire district	-	1,333,166	-	-
Transfers	66,834	(914,414)	(308,694)	(472,370)
Total governmental activities	9,446,230	10,130,034	9,872,803	10,203,632
Business-type activities:				
Unrestricted investment earnings	51,167	107,119	106,488	213,434
Gain on disposal of capital assets	-	-	-	-
Transfers	(66,834)	914,414	308,694	472,370
Total business-type activities	(15,667)	1,021,533	415,182	685,804
Total primary government	\$9,430,563	\$11,151,567	\$10,287,985	\$10,889,436
Change in net position:				
Governmental activities	(\$3,604,282)	\$1,888,325	\$4,488,168	\$5,182,274
Business-type activities	2,434,118	2,101,044	953,938	1,601,911
Total primary government change in net position	(\$1,170,164)	\$3,989,369	\$5,442,106	\$6,784,185

GASB 75 was implemented in 2017. OPEB expense for years prior to 2017 was not restated.

2019	2020	2021	2022	2023	2024
(\$3,867,099)	(\$2,444,657)	(\$1,360,573)	(\$12,861,541)	(\$11,081,016)	(\$8,111,087)
2,512,995	2,342,061	519,255	3,933,869	(\$116,527)	1,416,003
(1,354,104)	(102,596)	(841,318)	(8,927,672)	(11,197,543)	(6,695,084)
10,706,977	11,259,043	12,006,161	12,622,388	13,989,700	15,358,404
38,926	47,188	6,587	2,117,908	270,011	2,364
1,029,944	684,384	(171,260)	(1,139,063)	1,554,657	1,517,537
68,472	150,041	387,972	66,852	35,689	143,601
-	-	-	-	-	-
(1,311,593)	(4,066,269)	(109,774)	(1,142,554)	(516,310)	(3,927,730)
10,532,726	8,074,387	12,119,686	12,525,531	15,333,747	13,094,176
523,554	383,963	(86,764)	(645,918)	728,010	603,782
-	-	29,012	-	-	-
1,311,593	4,066,269	109,774	1,142,554	516,310	3,927,730
1,835,147	4,450,232	52,022	496,636	1,244,320	4,531,512
\$12,367,873	\$12,524,619	\$12,171,708	\$13,022,167	\$16,578,067	\$17,625,688
\$6,665,627	\$5,629,730	\$10,759,113	(\$336,010)	\$4,252,731	\$4,983,089
4,348,142	6,792,293	571,277	4,430,505	1,127,793	5,947,515
\$11,013,769	\$12,422,023	\$11,330,390	\$4,094,495	\$5,380,524	\$10,930,604

CITY OF LINO LAKES, MINNESOTA
FUND BALANCES, GOVERNMENTAL FUNDS
 Last Ten Fiscal Years
 (Modified Accrual Basis of Accounting)

	2015	2016	2017	2018
General Fund:				
Nonspendable	\$220,677	\$225,114	\$243,317	\$286,186
Committed	-	-	-	-
Unassigned	5,725,736	6,031,077	6,573,608	6,599,956
Total general fund	<u>\$5,946,413</u>	<u>\$6,256,191</u>	<u>\$6,816,925</u>	<u>\$6,886,142</u>
All other governmental funds:				
Nonspendable	101,177	101,220	101,659	101,998
Restricted	2,637,638	6,502,424	5,289,641	9,824,255
Committed	163,239	170,950	175,401	182,613
Assigned	15,022,852	15,778,480	14,581,669	19,195,652
Unassigned	(3,815,304)	(978,496)	(2,909,173)	(2,935,459)
Total all other governmental funds	<u>\$14,109,602</u>	<u>\$21,574,578</u>	<u>\$17,239,197</u>	<u>\$26,369,059</u>
Total all funds	<u>\$20,056,015</u>	<u>\$27,830,769</u>	<u>\$24,056,122</u>	<u>\$33,255,201</u>

Table 3

2019	2020	2021	2022	2023	2024
\$296,907	\$315,224	\$356,619	\$518,196	\$567,849	\$557,155
443,900	425,000	71,370	58,600	75,667	67,500
6,052,388	6,787,498	7,719,761	7,509,721	7,940,364	8,931,762
<u>\$6,793,195</u>	<u>\$7,527,722</u>	<u>\$8,147,750</u>	<u>\$8,086,517</u>	<u>\$8,583,880</u>	<u>\$9,556,417</u>
102,842	102,076	208,573	152,038	159,611	156,350
6,650,462	8,206,540	8,437,406	8,248,742	7,083,189	6,441,358
175,485	470,047	531,131	254,465	279,968	321,429
19,672,706	18,943,415	19,533,784	19,492,211	20,707,533	22,269,960
(3,171,161)	(3,129,676)	(2,931,318)	(2,688,775)	(2,797,128)	(1,894,957)
<u>\$23,430,334</u>	<u>\$24,592,402</u>	<u>\$25,779,576</u>	<u>\$25,458,681</u>	<u>\$25,433,173</u>	<u>\$27,294,140</u>
<u>\$30,223,529</u>	<u>\$32,120,124</u>	<u>\$33,927,326</u>	<u>\$33,545,198</u>	<u>\$34,017,053</u>	<u>\$36,850,557</u>

CITY OF LINO LAKES, MINNESOTA
CHANGES IN FUND BALANCES, GOVERNMENTAL FUNDS
Last Ten Fiscal Years

	2015	2016	2017	2018
Revenues:				
Property taxes	\$8,950,507	\$9,369,090	\$9,772,741	\$10,215,761
Licenses and permits	551,202	895,581	1,447,571	1,260,046
Special assessments	703,141	4,400,635	2,283,974	2,005,970
Intergovernmental	679,627	706,944	1,080,953	3,453,300
Charges for services	696,501	1,293,556	1,327,781	1,003,896
Fines and forfeits	127,803	251,653	613,593	137,940
Investment earnings	112,915	210,142	207,792	369,485
Miscellaneous	766,072	417,448	410,640	323,379
Total revenues	12,587,768	17,545,049	17,145,045	18,769,777
Expenditures:				
Current:				
General government	1,643,966	1,845,667	1,952,669	1,948,909
Public safety	11,895,482	4,333,080	4,360,517	4,575,957
Public works	4,779,696	3,203,837	3,414,412	3,148,058
Culture and recreation	-	-	-	-
Conservation of natural resources	191,038	201,635	183,392	199,026
Community development	422,935	425,402	433,144	572,910
Capital outlay	1,566,057	3,044,615	2,152,848	3,469,208
Debt service:				
Principal	2,802,511	2,769,525	8,058,525	3,130,600
Interest and fiscal charges	542,166	816,362	640,029	437,659
Bond issuance costs	62,831	98,906	-	-
Total expenditures	23,906,682	16,739,029	21,195,536	17,482,327
Revenues over (under) expenditures	(11,318,914)	806,020	(4,050,491)	1,287,450
Other financing sources (uses):				
Proceeds from sale of capital assets	54,522	72,182	103,328	49,391
Insurance recovery	-	-	-	-
Issuance of debt	8,606,250	5,464,000	311,000	7,218,900
Premium on bonds issued	114,960	41,497	-	401,193
Transfers in	3,392,971	3,521,180	6,984,443	4,266,440
Transfers out	(3,336,137)	(3,241,959)	(7,122,927)	(4,024,295)
Total other financing sources (uses)	8,832,566	5,856,900	275,844	7,911,629
Special item - withdrawal from fire district	-	1,111,834	-	-
Net change in fund balance	(\$2,486,348)	\$7,774,754	(\$3,774,647)	\$9,199,079
Debt service as a percentage of				
Noncapital expenditures	15.0%	26.2%	45.4%	25.5%
Debt service as a percentage of				
Total expenditures	14.0%	21.4%	41.0%	20.4%

Table 4

2019	2020	2021	2022	2023	2024
\$10,685,592	\$11,232,374	\$12,063,089	\$12,623,407	\$13,986,847	\$15,325,112
941,569	972,450	1,400,755	1,348,912	973,653	1,143,987
1,935,178	987,053	1,597,697	2,156,808	1,025,575	2,264,926
688,389	2,597,744	1,170,678	3,393,074	2,551,769	5,168,490
1,862,803	1,609,627	3,102,712	2,739,431	2,480,170	2,539,647
131,936	160,279	113,359	79,669	92,129	101,657
1,029,944	684,384	(171,260)	(1,139,063)	1,554,657	1,517,537
265,130	246,599	508,253	906,901	934,718	144,436
17,540,541	18,490,510	19,785,283	22,109,139	23,599,518	28,205,792
2,007,741	3,412,600	2,257,879	2,504,260	2,426,747	3,108,922
4,720,122	4,744,173	5,027,661	5,792,661	6,282,216	6,558,432
3,538,624	3,083,366	2,929,603	3,308,439	3,083,106	2,383,537
-	-	-	3,723,278	2,933,374	2,839,288
207,919	160,884	182,247	224,980	249,955	255,761
680,419	665,405	822,007	914,055	514,318	739,702
7,444,939	6,387,441	5,499,595	3,582,771	5,721,645	9,277,960
2,815,075	2,855,000	3,149,000	2,324,360	2,439,885	2,115,475
562,471	629,282	699,782	662,078	602,744	513,966
-	-	49,097	-	-	-
21,977,310	21,938,151	20,616,871	23,036,882	24,253,990	27,793,043
(4,436,769)	(3,447,641)	(831,588)	(927,743)	(654,472)	412,749
77,986	240,842	398,355	48,952	36,943	340,297
711,854	-	-	-	-	-
388,535	4,624,235	1,815,000	-	-	-
-	435,623	102,502	-	-	-
2,777,663	4,122,789	3,240,042	3,371,475	4,054,790	6,420,523
(2,550,941)	(4,079,253)	(2,917,109)	(2,874,812)	(2,965,406)	(4,340,065)
1,405,097	5,344,236	2,638,790	545,615	1,126,327	2,420,755
-	-	-	-	-	-
(\$3,031,672)	\$1,896,595	\$1,807,202	(\$382,128)	\$471,855	\$2,833,504
23.2%	22.4%	24.0%	15.0%	16.4%	13.3%
15.4%	15.9%	18.7%	13.0%	12.5%	9.5%

CITY OF LINO LAKES, MINNESOTA
ASSESSED AND ACTUAL VALUE OF TAXABLE PROPERTY
Last Ten Fiscal Years

Table 5

Payable Year	Residential Property	Commercial/ Industrial Property	Personal Property	Total Taxable Assessed Value	Total Direct Tax Rate	Estimated Taxable Market Value
2015	15,455,516	2,536,783	347,316	18,339,615	43.770	1,694,366,064
2016	15,472,329	2,609,482	359,006	18,440,817	46.019	1,699,288,883
2017	16,480,328	2,767,099	396,378	19,643,805	45.140	1,808,417,118
2018	17,879,879	2,966,548	442,867	21,289,294	42.826	1,959,826,108
2019	18,920,892	3,294,449	471,895	22,687,236	41.817	2,082,803,803
2020	20,781,383	3,686,997	419,457	24,887,837	39.870	2,299,471,394
2021	22,250,844	3,710,390	530,211	26,491,445	40.109	2,435,156,410
2022	23,932,066	3,587,941	388,342	27,908,349	40.154	2,587,650,762
2023	30,377,795	4,642,676	431,544	35,452,015	34.974	3,287,882,335
2024	32,389,089	6,066,250	390,827	38,846,166	36.090	3,524,450,903

The tax capacity (taxable assessed value) of the property is calculated by applying a statutory formula to the estimated market value of the property.

Source: Anoka County

CITY OF LINO LAKES, MINNESOTA

DIRECT AND OVERLAPPING PROPERTY TAX CAPACITY RATES

Table 6

Last Ten Fiscal Years

(rate per \$100 of Tax Capacity)

Fiscal Year	City Direct Rate			Overlapping Rates				Total Direct and Overlapping Tax Rate
	Basic Rate	General Obligation Debt Service	Total Direct	Centennial School District ISD # 12	Anoka County	Other Taxing Districts	Total Overlapping	
2015	37.819	5.951	43.770	36.562	38.123	6.021	80.706	124.476
2016	35.025	10.994	46.019	36.426	38.894	6.405	81.725	127.744
2017	35.105	10.035	45.140	29.097	36.841	5.810	71.748	116.888
2018	36.168	6.658	42.826	34.970	35.334	5.658	75.962	118.788
2019	33.875	7.942	41.817	35.984	34.473	5.300	75.757	117.574
2020	31.803	8.067	39.870	34.059	33.078	5.048	72.185	112.055
2021	33.235	6.874	40.109	31.572	31.567	4.420	67.559	107.668
2022	33.262	6.892	40.154	31.074	29.254	4.624	64.952	105.106
2023	30.704	4.270	34.974	25.188	24.176	3.976	53.340	88.314
2024	32.806	3.292	36.098	23.564	25.629	3.412	52.605	88.703

The majority of the City is serviced by School District 12. Rates for debt service are based on each year's requirements.

Source: Anoka County

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CITY OF LINO LAKES, MINNESOTA
PRINCIPAL PROPERTY TAXPAYERS
Current Year and Nine Years Ago

Table 7

Taxpayer	2024			2015		
	Taxable Net Tax Capacity	Rank	Percentage of Total City Taxable Net Tax Capacity	Taxable Net Tax Capacity	Rank	Percentage of Total City Taxable Net Tax Capacity
OIVF III Clearwater, LLC	\$760,180	1	1.96%	\$ -		-
Biynah MN WI LLC	491,824	2	1.27%	-		-
Target Corporation	292,628	3	0.75%	201,790	1	1.10%
Minnegasco Inc	285,708	4	0.74%	-		0.00%
Gargaro Properties LLC	274,946	5	0.71%	85,130	7	0.46%
US Home LLC	244,594	6	0.63%	-		0.00%
Lynglomsten at Lino Lakes, LLC	221,924	7	0.57%	-		0.00%
Marmon/Keystone Corp	176,702	8	0.45%	73,342	8	0.40%
Tomas Commercial Real Estate Holdings LLC	158,352	9	0.41%	-		0.00%
Kohls Illinois Inc	131,744	10	0.34%	96,836	6	0.53%
Xcel Energy	-		-	186,413	2	1.02%
Lino Lakes Realty LLC	-		-	175,742	3	0.96%
Molin Concrete Products	-		-	106,606	4	0.58%
Taylor Corporation	-		-	97,498	5	0.53%
Centerpoint Energy	-		-	69,458	9	0.38%
Lino Lakes Business Center LLC	-		-	56,928	10	0.31%
Total	<u>\$3,038,602</u>		<u>7.82%</u>	<u>\$1,149,743</u>		<u>6.27%</u>

Source: Anoka County

CITY OF LINO LAKES, MINNESOTA
PROPERTY TAX LEVIES AND COLLECTIONS
Last Ten Fiscal Years

Fiscal Year	Taxes Levied for the Fiscal Year			Collected within the Fiscal Year of Levy	
	Operating Tax Levy	Debt Tax Levy	Total Tax Levy	Amount	Percentage of Levy
2015	\$7,490,578	\$1,195,494	\$8,686,072	\$8,630,830	99.4%
2016	7,018,572	2,039,856	9,058,428	9,022,964	99.6%
2017	7,360,431	2,131,424	9,491,855	9,439,688	99.5%
2018	8,165,859	1,610,873	9,776,732	9,729,472	99.5%
2019	8,193,124	1,862,292	10,055,416	9,981,243	99.3%
2020	8,368,756	2,122,762	10,491,518	10,415,622	99.3%
2021	9,232,367	1,909,448	11,141,815	11,055,781	99.2%
2022	9,790,843	2,028,444	11,819,287	11,777,785	99.6%
2023	11,319,531	1,574,384	12,893,915	12,823,280	99.5%
2024	12,833,204	1,287,724	14,120,928	13,967,447	98.9%

Current year levies and collections include State levy related credits, but do not include tax increment levies and collections.

Table 8

Collections in Subsequent Years	Total Collections to Date		Outstanding Delinquent Taxes	Percentage of Levy Outstanding
	Amount	Percentage of Levy		
\$55,242	\$8,686,072	100.0%	-	0.0%
35,464	9,058,428	100.0%	-	0.0%
52,167	9,491,855	100.0%	-	0.0%
47,260	9,776,732	100.0%	-	0.0%
74,173	10,055,416	100.0%	-	0.0%
71,260	10,486,882	100.0%	4,636	0.0%
83,958	11,139,739	100.0%	2,076	0.0%
38,629	11,816,414	100.0%	2,873	0.0%
52,751	12,876,031	99.9%	17,884	0.1%
-	13,967,447	98.9%	82,360	0.6%

CITY OF LINO LAKES, MINNESOTA
RATIOS OF OUTSTANDING DEBT BY TYPE
Last Ten Fiscal Years

Fiscal Year	Governmental Activities		
	General Obligation Bonds	Special Assessment Bonds	Other Long-Term Debt
2015	\$16,377,291	\$6,620,000	\$1,720,000
2016	16,780,831	7,795,000	3,165,250
2017	12,896,518	4,905,000	2,174,725
2018	19,291,813	3,890,000	1,271,025
2019	18,057,829	2,855,000	1,064,485
2020	21,533,432	1,805,000	793,720
2021	21,551,462	845,000	434,720
2022	19,631,753	630,000	170,360
2023	17,467,043	415,000	35,475
2024	15,531,224	195,000	-

Details regarding the City's outstanding debt can be found in the notes to the financial statements.
See the *Demographic and Economic Statistics* schedule for personal income and population data.

N/A - Personal income information is not yet available for 2024 from the Bureau of Economic Analysis Report

Table 9

Total Primary Government	Percentage of Assessed Market Value	Percentage of Personal Income	Per Capita
\$24,717,291	1.46%	0.15%	\$1,205
27,741,081	1.63%	0.17%	1,334
19,976,243	1.10%	0.12%	946
24,452,838	1.25%	0.14%	1,145
21,977,314	1.03%	0.12%	999
24,132,152	1.05%	0.12%	1,128
22,831,182	0.94%	0.11%	1,075
20,432,113	0.79%	0.09%	943
17,917,518	0.54%	0.08%	815
15,726,224	0.45%	N/A	705

CITY OF LINO LAKES, MINNESOTA
RATIOS OF NET GENERAL BONDED DEBT
Last Ten Fiscal Years

Fiscal Year	Governmental Activities		Total Primary Government
	General Obligation Bonds	Special Assessment Bonds	
2015	\$16,377,291	\$6,620,000	\$22,997,291
2016	16,780,831	7,795,000	24,575,831
2017	12,896,518	4,905,000	17,801,518
2018	19,291,813	3,890,000	23,181,813
2019	18,057,829	2,855,000	20,912,829
2020	21,533,432	1,805,000	23,338,432
2021	21,551,462	845,000	22,396,462
2022	19,631,753	630,000	20,261,753
2023	17,467,043	415,000	17,882,043
2024	15,531,224	195,000	15,726,224

Details regarding the City's outstanding debt can be found in the notes to the financial statements.
See the *Demographic and Economic Statistics* schedule for population data.

Table 10

Per Capita (Total)	Less: Amounts Available in Debt Service Funds	Net Bonded Debt	Percentage of Assessed Market Value	Per Capita (Net)
\$1,121	\$2,813,226	\$20,184,065	1.19%	\$984
1,181	8,420,263	17,711,818	1.04%	851
843	5,171,905	14,570,863	0.81%	690
1,086	4,456,461	19,794,252	1.01%	927
951	4,772,799	17,034,565	0.80%	774
1,091	5,399,895	18,595,307	0.81%	869
1,055	5,241,849	17,154,613	0.70%	808
936	5,147,106	15,114,647	0.58%	698
814	4,428,778	13,453,265	0.41%	612
705	3,778,075	11,948,149	0.34%	535

CITY OF LINO LAKES, MINNESOTA**DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITIES DEBT**

As of December 31, 2024

Table 11

	Debt Outstanding	Estimated Percentage Applicable*	Estimated Share of Overlapping Debt
Overlapping debt:			
Anoka County	\$26,490,000	6.4%	\$1,688,976
ISD 12 (Centennial)	72,363,676	43.3%	31,351,780
ISD 624 (White Bear Lake)	423,440,000	3.6%	15,123,583
ISD 831 (Forest Lake)	166,915,000	6.8%	11,429,505
Metropolitan Council	191,435,000	0.6%	1,189,386
Total overlapping			60,783,229
City of Lino Lakes direct debt	16,286,285	100%	16,286,285
Total direct and overlapping debt			\$77,069,514

*For debt repaid with property taxes, the percentage of overlapping debt applicable is estimated using taxable assessed property values. Applicable percentages were estimated by determining the portion of another governmental unit's taxable assessed value that is within the City's boundaries and dividing it by each unit's total taxable assessed value.

Overlapping governments are those that coincide, at least in part, with the geographic boundaries of the City. This schedule estimates the portion of the outstanding debt of those overlapping governments that is borne by the residents and businesses of the City. This process recognizes that, when considering the City's ability to issue and repay long-term debt, the entire debt burden borne by the residents and businesses should be taken into account. However, this does not imply that every taxpayer is a resident, and therefore responsible for repaying the debt, of each overlapping government.

Source: Anoka County/City of Lino Lakes Official Statements

CITY OF LINO LAKES, MINNESOTA
LEGAL DEBT MARGIN INFORMATION
Last Ten Fiscal Years

Table 12

Legal Debt Margin Calculation for Fiscal Year 2024	
Debt limit:	
Market value	\$3,613,469,300
Applicable percentage	3%
Statutory debt limit	<u>108,404,079</u>
Debt applicable to limit:	
Total bonded debt	16,942,509
Less:	
Special assessment bonds	(195,000)
Utility revenue bonds	<u>(5,006,285)</u>
Total debt applicable to limit	<u>11,741,224</u>
Legal debt margin	<u><u>\$96,662,855</u></u>

Legal Debt Margin Calculation for Fiscal Years 2015 Through 2024						
<u>Fiscal Year</u>	<u>Population</u>	<u>Debt Limit</u>	<u>Net Debt Applicable to Limit</u>	<u>Legal Debt Margin</u>	<u>Amount of Debt Applicable to Debt Limit</u>	<u>Net Debt Applicable to Limit Per Capita</u>
2015	20,519	50,830,982	11,941,250	38,889,732	23.49%	582
2016	20,803	50,978,666	10,122,081	40,856,585	19.86%	487
2017	21,117	54,252,514	10,426,243	43,826,271	19.22%	494
2018	21,347	58,794,783	14,497,838	44,296,945	24.66%	679
2019	21,995	65,496,045	13,637,314	51,858,731	20.82%	620
2020	21,399	71,534,937	13,217,152	58,317,785	18.48%	618
2021	21,236	76,205,334	13,901,182	62,304,152	18.24%	655
2022	21,658	80,410,830	12,287,889	68,122,941	15.28%	567
2023	21,976	100,724,793	11,097,080	89,627,713	11.02%	505
2024	22,322	108,404,079	11,741,224	96,662,855	10.83%	526

CITY OF LINO LAKES, MINNESOTA
DEMOGRAPHIC AND ECONOMIC STATISTICS
Last Ten Fiscal Years

Table 13

Fiscal Year	(1) Population	(2) Personal Income (<i>thousands of dollars</i>)	(2) Per Capita Personal Income	(3) School Enrollment	(4) Unemployment Rate
2015	20,519	\$16,033,898	\$46,281	7,002	3.6%
2016	20,803	16,466,131	47,119	6,995	3.9%
2017	21,117	17,270,969	48,830	7,122	3.2%
2018	21,347	18,035,585	50,439	7,177	3.2%
2019	21,995	18,995,474	52,535	7,190	3.1%
2020	21,399	20,290,309	55,673	7,274	5.2%
2021	21,236	21,678,422	59,002	7,103	2.7%
2022	21,658	22,268,689	60,371	7,089	2.8%
2023	21,976	23,439,608	62,935	7,059	2.5%
2024	22,322	Not available	Not available	Not available	2.5%

Sources:

- (1) Estimates from Metropolitan Council, except for 2020 which is per the U.S. Census and 2022 which is a city estimate
- (2) Information from Bureau of Economic Analysis Report. Anoka County statistics used as local information is unavailable.
- (3) Information from ISD #12 Financial Statements and Supplementary Information
- (4) Information from MN Department of Employment and Economic Development. Anoka County statistics used as local information is unavailable.

CITY OF LINO LAKES, MINNESOTA

PRINCIPAL EMPLOYERS

Current Year and Nine Years Ago

Table 14

Employer	2024			2015		
	Employees	Rank	Percentage of Total City Employment ⁽¹⁾	Employees	Rank	Percentage of Total City Employment ⁽¹⁾
State of Minnesota Corrections	473	1	19.9%	447	1	22.4%
Molin Concrete	350	2	14.7%	200	3	10.0%
ISD 12 - Centennial School District	321	3	13.5%	391	2	19.6%
Target Corporation	320	4	13.4%	130	7	6.5%
Northern Wholesale	201	5	8.4%	-		0.0%
Distribution Alternatives	190	6	8.0%	-		0.0%
City of Lino Lakes	179	7	7.5%	-		0.0%
North American Composites, Inc	157	8	6.6%	-		0.0%
Rehbein Transit, Inc.	95	9	4.0%	130	8	6.5%
Anoka County Juvenile Center	93	10	3.9%	130	6	6.5%
Curtis 1000	-			162	4	8.1%
Taylor Corporation	-			160	5	8.0%
Kohls	-			123	9	6.2%
YMCA	-			120	10	6.0%
Total	2,379			1,993		

⁽¹⁾The statistic for total City employment is not available, therefore the percentage represents the percentage of the top ten listed.

CITY OF LINO LAKES, MINNESOTA

FULL-TIME EQUIVALENT CITY GOVERNMENT EMPLOYEES BY FUNCTION/PROGRAM

Last Ten Fiscal Years

	Full-Time-Equivalent Employees as of December 31,			
	2015	2016	2017	2018
General government:				
Administration	3.50	4.00	4.00	4.00
Finance	3.00	3.50	3.50	3.25
Planning and zoning	1.00	1.00	1.00	1.00
Total general government	7.50	8.50	8.50	8.25
Public safety:				
Police - sworn officers	26.00	27.00	27.00	27.00
Police - civilians	4.00	4.50	4.50	4.00
Fire	1.00	1.50	1.50	1.50
Building inspection	2.00	2.50	2.50	2.50
Total public safety	33.00	35.50	35.50	35.00
Public works:				
Streets	7.00	6.50	6.65	6.65
Fleet	1.00	1.50	1.50	1.50
Government buildings	-	-	-	-
Total public works	8.00	8.00	8.15	8.15
Culture and recreation:				
Parks	5.20	5.20	5.20	5.20
Recreation	3.20	2.20	2.35	1.35
Rookery activity center	-	-	-	-
Total culture and recreation	8.40	7.40	7.55	6.55
Conservation of natural resources:				
Environmental	0.35	0.35	0.35	0.35
Solid waste abatement	0.30	0.30	0.30	0.30
Forestry	0.35	0.35	0.35	0.35
Total conservation of natural resources	1.00	1.00	1.00	1.00
Community development	2.00	2.00	2.00	2.00
Water	2.30	2.30	2.70	3.33
Sewer	2.30	2.30	2.70	3.33
Storm water	-	-	-	-
Total	64.50	67.00	68.10	67.60

Source: City Finance Office

Table 15

Full-Time-Equivalent Employees as of December 31,					
2019	2020	2021	2022	2023	2024
4.00	4.00	5.00	5.00	4.00	5.00
3.25	3.10	3.10	2.60	2.60	2.60
1.00	1.00	1.00	1.00	1.00	1.00
8.25	8.10	9.10	8.60	7.60	8.60
27.00	27.00	28.00	28.00	28.00	27.70
4.00	4.00	5.00	5.50	5.50	6.85
1.50	1.50	1.50	6.50	6.50	2.45
3.50	3.50	3.50	4.50	4.50	4.50
36.00	36.00	38.00	44.50	44.50	41.50
6.65	6.50	6.25	6.15	6.25	6.25
1.50	1.50	2.20	2.45	2.55	2.55
-	-	-	-	0.15	0.15
8.15	8.00	8.45	8.60	8.95	8.95
5.20	5.20	4.95	5.35	5.60	5.60
1.35	0.20	-	0.10	-	-
-	-	-	7.50	7.00	7.00
6.55	5.40	4.95	12.95	12.60	12.60
0.35	0.38	0.38	0.30	0.30	0.30
0.30	0.25	0.25	0.20	0.20	0.20
0.35	0.38	0.38	0.25	0.25	0.25
1.00	1.00	1.00	0.75	0.75	0.75
2.00	2.00	2.00	1.70	1.70	2.70
3.33	3.25	3.25	4.05	4.05	4.05
3.33	3.25	3.25	4.05	4.05	4.05
-	-	-	1.80	1.80	1.80
68.60	67.00	70.00	87.00	86.00	85.00

CITY OF LINO LAKES, MINNESOTA
OPERATING INDICATORS BY FUNCTION/PROGRAM
Last Ten Fiscal Years

	2015	2016	2017	2018
General government:				
Elections	1	2	1	2
Registered voters	12,143	13,636	12,624	12,860
Number of votes cast	4,085	11,562	2,165	10,738
Voter participation (registered)	33.6%	84.8%	17.1%	83.5%
Public safety:				
Police:				
Calls for service	6,210	6,210	(2)	(2)
Traffic citations and warnings	2,199	2,199	(2)	(2)
Part I crime rate	1,226	1,091	(2)	(2)
Part II crime rate	2,395	3,635	(2)	(2)
Police:				
Case numbers generated		16,321	18,199	14,487
Avg response time (emergency & non-emergency)		5:26 minutes	4:42 minutes	5:16 minutes
Part I crime offenses		224	176	195
Part II crime offenses		746	808	587
Group A				
Group B				
Clearance rate		1	82%	69%
Fire:				
Fire call load		269	316	356
Fire property loss		694,000	\$325,100	\$205,200
Fire property saved		10,511,300	\$6,342,100	\$1,791,500
Fire inspections		53	117	107
Building inspections:				
Building permits	654	761	5,422 (1)	3,281
Value of building permits	\$26,570,593	\$53,390,619	\$50,984,047	\$50,990,945
Other permits (4)		\$880	985	1,023
Public works:				
General maintenance (hours)	7,839	5,534	6,313	420
Street maintenance (hours)	3,347	4,053	3,765	12,418
Fleet maintenance (hours)	4,322	4,437	3,986	2,648
Snow plowing/sanding (hours)	754	960	928	2,117
Culture and recreation:				
Park maintenance (hours)	8,332	9,698	8,576	9,027
Utilities:				
Water maintenance (hours)	3,240	3,539	3,278	4,080
Sewer maintenance (hours)	3,240	3,539	3,278	4,080
Storm water maintenance (hours)	-	-	-	-

(1) Increase in permits issued due to June 2017 storm damage.

(2) The Public Safety Department modified the metrics maintained for business purposes in 2016.

(3) Transition to FBI Uniform Crime Reporting NIBRS (National Incident Based Reporting System) in 2019.
January -July 2019 SRS, August-Dec 2019 NIBRS.

(4) Other permits (plumbing, mechanical, etc.) data included in 2020 and presented retroactively back to 2016.

Source: Various City Departments

Table 16

2019	2020	2021	2022	2023	2024
1	4	1	2	2	3
13,312	14,964	14,441	15,082	14,835	15,322
3,075	13,505	1,873	10,584	1,785	14,135
23.1%	90.2%	13.0%	70.2%	12.0%	92.3%
(2)	(2)	(2)	(2)	(2)	(2)
(2)	(2)	(2)	(2)	(2)	(2)
(2)	(2)	(2)	(2)	(2)	(2)
(2)	(2)	(2)	(2)	(2)	(2)
13,973	13,214	12,138	12,570	14,488	13,822
5:53 minutes	6:41 minutes	6:46 minutes	6:11 minutes	6:13 minutes	6:07 minutes
93 (3)	(3)	(3)	(3)	(3)	(3)
304 (3)	(3)	(3)	(3)	(3)	(3)
266 (3)	778	729	555	449	409
98 (3)	217	182	195	359	238
60%	48%	56%	53%	71%	62%
379	371	399	585	825	809
\$246,600	\$241,450	\$148,683	\$1,487,543	\$1,187,408	\$2,424,018
\$7,548,100	\$13,682,450	\$1,251,340	\$5,560,915	\$24,954,556	\$8,559,024
98	60	116	38	157	95
1,107	882	969	796	833	847
\$41,766,531	\$51,686,278	\$90,354,190	\$103,040,207	\$55,685,801	\$77,382,798
1,183	1,254	1,451	1,749	1,101	990
7,420	5,407	6,851	6,510	5,389	6,072
4,328	4,317	4,622	3,588	4,491	4,343
3,504	3,390	3,483	3,213	3,542	3,610
2,130	1,232	1,204	1,962	1,471	929
9,610	8,113	8,818	9,406	9,104	10,949
3,944	3,645	4,196	3,998	3,731	4,261
3,944	3,645	4,196	3,998	3,731	4,261
-	-	-	1,760	674	1,300

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Public works:										
Lights	673	815	838	854	859	859	859	859	925	950
Vehicles	29	39	39	39	39	39	39	39	32	35
City streets (miles)	100.7	100.7	100.7	106.9	108.2	104.6 (1)	106.3	108.4	109.1	110.6
Culture and recreation:										
Parks:										
Asphalt trails (miles)	26.0	29.8	30.0	30.0	30.0	28.0 (2)	29.0	30.2	30.2	3.5
Boardwalk (miles)						0 (2)	-	0.3	0.3	0.3
Concrete trails (miles)						7.0 (2)	8.0	10.3	10.3	10.3
Baseball/Softball fields	20	8	8	8	8	8	8	8	8	8
Basketball courts	6	6	6	7	7	7	7	7	7	7
Fishing pier	1	1	-	-	-	-	-	-	-	-
Park acres	141	140	147	152	152	152	152	152	152	152
Park shelters	6	6	6	7	7	7	7	7	8	8
Parks	18	17	18	19	19	19	19	19	19	19
Pickleball courts	-	-	-	1	1	1	1	5	7	7
Playgrounds	16	15	16	17	17	17	17	17	17	17
Skating rinks	4	4	3	3	3	3	3	3	3	3
Soccer fields	8	6	4	4	4	4	4	4	4	4
Tennis courts	2	2	-	-	1	1	1	3	3	3
Water:										
Distribution system (miles)	74.7	85.6	99.4	89.0	89.5	91.8	94.2	97.6	99.2	101
Water connections	4,542	4,649	4,738	4,919	4,990	5,175	5,324	5,520	5,608	5,814
Gallons pumped (millions)	449	452	494	508	493	547	630	623	736	536
Water tower capacity (millions gallons)	2.0	2.0	2.0	2.0	2.0	2.0	3.5	3.5	3.5	3.5
Number of fire hydrants	1,024	1,024	1,028	942	937	1,013	1,046	1,097	1,116	1306
Sewer:										
Collection system (miles)	77.9	77.9	87.0	79.5	80.1	80.1	82.8	85.4	86.3	89.98
Sewer connections	4,685	4,817	4,976	5,102	5,276	5,439	5,650	5,833	6,028	6,016
Storm water:										
Pipe (miles)	41.4	53.7	54.1	55.0	55.6	49.9 (1)	53.5	54.2	55.4	55.75
Ponds									305	309

Source: Various City Departments

(1) Decrease due to reclassification of ownership.

(2) In 2020, trails were broken out between asphalt trail, concrete sidewalk, and boardwalk.



COMMUNICATION WITH THOSE CHARGED WITH GOVERNANCE

To the Honorable Mayor and
Members of the City Council
City of Lino Lakes, Minnesota

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Lino Lakes, Minnesota (the City) for the year ended December 31, 2024. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated January 24, 2025. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2024, except that the City implemented Governmental Accounting Standards Board Statement No. 101, *Compensated Absences*. The implementation of this standard did not have a material effect on the financial statements. We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

The most sensitive estimates affecting the financial statements are the estimates used to calculate the net pension liability, the pension related deferred outflows and inflows of resources, and pension expense. These estimates are based on actuarial studies. We evaluated the key factors and assumptions used to develop the estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. Determining sensitivity is subjective, however, we believe the disclosures most likely to be considered sensitive are Note 6 – Long-Term Debt, Note 10A – Deficit Fund Balances and Note 15A – Litigation.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. There were no uncorrected misstatements that have an effect on our opinion on the financial statements. The uncorrected misstatements or the matters underlying them could potentially cause future period financial statements to be materially misstated, even though, in our judgment, such uncorrected misstatements are immaterial to the financial statements under audit. There were no corrected misstatements identified during the audit.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated May 22, 2025.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the City's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the management's discussion and analysis, the budgetary comparison schedules, and the schedules of OPEB and pension information, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the combining and individual nonmajor fund financial statements and schedules, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the introductory and statistical sections, which accompany the financial statements but are not RSI. Such information has not been subjected to auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Restriction on Use

This information is intended solely for the information and use of the City Council and management of the City of Lino Lakes, Minnesota and is not intended to be, and should not be, used by anyone other than these specified parties.

Redpath and Company, LLC

REDPATH AND COMPANY, LLC
St. Paul, Minnesota

May 22, 2025



INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT
AUDITING STANDARDS*

To the Honorable Mayor and
Members of the City Council
City of Lino Lakes, Minnesota

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Lino Lakes, Minnesota as of and for the year ended December 31, 2024, and the related notes to the financial statements, which collectively comprise the City of Lino Lakes, Minnesota's basic financial statements, and have issued our report thereon dated May 22, 2025.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City of Lino Lakes, Minnesota's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Lino Lakes, Minnesota's internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Lino Lakes, Minnesota's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements, on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Lino Lakes, Minnesota's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Redpath and Company, LLC

REDPATH AND COMPANY, LLC
St. Paul, Minnesota

May 22, 2025



MINNESOTA LEGAL COMPLIANCE REPORT

To the Honorable Mayor and
Members of the City Council
City of Lino Lakes, Minnesota

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Lino Lakes, Minnesota as of and for the year ended December 31, 2024, and the related notes to the financial statements, which collectively comprise the City of Lino Lakes, Minnesota's basic financial statements, and have issued our report thereon dated May 22, 2025.

In connection with our audit, nothing came to our attention that caused us to believe that the City of Lino Lakes, Minnesota failed to comply with the provisions of the contracting – bid laws, depositories of public funds and public investments, conflicts of interest, public indebtedness, claims and disbursements, miscellaneous provisions, and tax increment financing sections of the *Minnesota Legal Compliance Audit Guide for Cities*, promulgated by the State Auditor pursuant to Minnesota Statute § 6.65, insofar as they relate to accounting matters. However, our audit was not directed primarily toward obtaining knowledge of such noncompliance. Accordingly, had we performed additional procedures, other matters may have come to our attention regarding the City of Lino Lakes, Minnesota's noncompliance with the above referenced provisions, insofar as they relate to accounting matters.

The purpose of this report is solely to describe the scope of our testing of compliance and the results of that testing, and not to provide an opinion on compliance. Accordingly, this communication is not suitable for any other purpose.

Redpath and Company, LLC

REDPATH AND COMPANY, LLC
St. Paul, Minnesota

May 22, 2025

**CITY COUNCIL
STAFF REPORT
AGENDA ITEM 1.G.**

STAFF ORIGINATOR:

MEETING DATE June 9, 2025

AGENDA ITEM: Approving Resolution No. 25-84, Approving 2025-2026 Business License
Renewal Applications

VOTE REQUIRED: Simple Majority

INTRODUCTION

Presented this evening are liquor, tobacco and massage therapist licenses for the term July 1, 2025 to June 30, 2025.

BACKGROUND

The licensing period for liquor, tobacco and massage therapist licenses in the City of Lino Lakes is one year, commencing on July 1 and ending on June 30 the following year. City Code sets forth the application requirements and businesses will be required to meet all licensing requirements prior to issuance of the license. City Council approval to issue the licenses, contingent upon meeting all requirements of the City and State, is being requested.

RECOMMENDATION

Approve Resolution No. 25-84, Approving 2025-2026 Business License Renewal Applications.

ATTACHMENTS

1. 25-84 - Resolution Approving 2025-2026 Business Licenses

**CITY OF LINO LAKES
RESOLUTION NO. 25-84**

APPROVING 2025-2026 BUSINESS LICENSE RENEWAL APPLICATIONS

WHEREAS, the licensing period for liquor, tobacco and massage therapist licenses in the City of Lino Lakes is one (1) year, commencing on July 1 and ending on June 30 of the following year; and,

WHEREAS, all applications will be verified that local licensing requirements have been met prior to issuance; and,

WHEREAS, a successful background check, completed by the Police Department is required as a condition of approval; and,

WHEREAS, the following applicants are presented for renewal:

Liquor License Business Name	Liquor License DBA	Type of License
American Legion 566	Am Leg Post 566	MCLONSS - Club License
TnT MINN, Inc.	Campanelle Restaurant & Bar	On-Sale
Casey's Retail Company	Casey's General Store #3935	3.2 Off Sale
Myithar LLC	Chili Thai & Cuisine	MWNONSB / 3.2 ONSS
Anoka County	Chomonix Golf Course	On-Sale
Don Julio Lakes, Inc.	Don Julio Mexican Restaurant	On-Sale
KLVZ Corp.	Eagle Liquor	Off-Sale
El Zocolito LLC	El Zocalo Grill & Cantina	On-Sale
FTA Lino Lakes LLC	Fiesta Mexican Grill & Bar	On-Sale
Cherokee Liquors, Inc.	G-Will Liquors	Off-Sale
JP's Liquor Wine & Beer LLC	JP's Liquor Wine & Beer	Off-Sale
Kwik Trip, Inc.	Kwik Trip #1266	3.2 Off Sale
Lyngblomsten at Lino Lakes LLC	Lyngblomsten at Lino Lakes	On-Sale
Mama Mia 01 LLC	Mama Mia Mexican Grill	MWNONSB / 3.2 ONSS
Muddy Cow Lino Lakes LLC	MC's Tap House	On-Sale
Target Corporation	Target Store T-1448	Off-Sale
C.A. Wagner, Inc.	The Tavern on Main	On-Sale
Trappers Bar & Grill LLC	Trappers Bar & Grill	On-Sale / Off Sale

Tobacco License Business**Name**

AK Smoke Zone
Rademacher Companies Inc.
Casey's Retail Company
Anoka County
Lino Lakes Property, Inc.
KLVZ Corp.
Cherokee Liquors, Inc.
Holiday Stationstores, LLC
JP's Liquor Wine & Beer
Kwik Trip, Inc.
Lakes 1 Stop
Lino Lakes Quick Stop
Lino Lakes Tobacco 1 Inc.

Tobacco License DBA

AK Smoke Zone
Bill's Superette
Casey's General Store #3935
Chomonix Golf Course
Corner Express
Eagle Liquor
G-Will Liquors
Holiday Stationstore #2746376
JP's Liquor Wine & Beer
Kwik Trip #1266
Lakes 1 Stop
Lino Lakes Quick Stop
Lino Lakes Tobacco 1

Massage Business License

Allure Salon & Spa
DBA Blue Heron Hair Salon /
Hair & Makeup by Loreen
Everyday Kneads
Heather's Healing Hands
Revitalize Therapeutic
Massage

Therapist License**Employer Business Name**

Alecia White	Allure Salon & Spa
Kristina Mohlin	Allure Salon & Spa
Emilie Krienert	Everyday Kneads
Heather Lewis	Heather's Healing Hands

Sara Thornbloom	Heather's Healing Hands
	DBA Blue Heron Hair Salon / Hair & Makeup by
Melody Nelson	Loreen
Rebeka Olson	Revitalize Therapeutic Massage

NOW, THEREFORE, BE IT RESOLVED by the City Council of Lino Lakes, Minnesota that the City hereby approves renewal of the above-listed liquor licenses, with said approval contingent upon applicants meeting all city and state requirements for said licenses, including but not limited to a successful background check, payment of all license fees, and securing any state required license.

Adopted by the City Council of the City of Lino Lakes this 9th day of June, 2025.

Rob Rafferty, Mayor

ATTEST:

Roberta Colotti, CMC
City Clerk

**CITY COUNCIL
STAFF REPORT
AGENDA ITEM 3.A.**

STAFF ORIGINATOR: Meg Sawyer, Human Resources and Communications Manager

MEETING DATE June 9, 2025

AGENDA ITEM: Consider Appointment of Public Works Maintenance Worker

VOTE REQUIRED: Simple Majority

INTRODUCTION

The City Council is being asked to approve the appointment of Ryan Brown to the full-time Parks Maintenance Worker position within the Public Works Department.

BACKGROUND

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

Brown is currently doing maintenance for Croix Property Maintenance in Nisswa, Minnesota. He has over 5 years of relevant experience. He also holds a Commercial Pesticide Applicator license.

The starting wage for Brown will be \$32.56 per hour, which is Step 2 in a 7 step wage scale for the Maintenance Worker position.

With the Council's approval, Brown would start in the Parks Maintenance Worker position on June 30, 2025.

The hiring of Brown will backfill the Parks Maintenance Worker vacancy that was created due to a retirement on May 15, 2025. The 2025 Adopted Budget includes four full-time Parks Maintenance Worker positions.

RECOMMENDATION

Please approve the appointment of Ryan Brown to the Parks Maintenance Worker position.

ATTACHMENTS

None

**CITY COUNCIL
STAFF REPORT
AGENDA ITEM 4.A.**

STAFF ORIGINATOR: Curt Boehme , Interim Public Safety Director

MEETING DATE June 9, 2025

AGENDA ITEM: Police Department Retention and Recruitment Plan

VOTE REQUIRED: Simple Majority

INTRODUCTION

The City Council is being asked to approve the Lino Lakes Police Department's retention and recruitment plan.

BACKGROUND

In April 2025, Citygate Associates provided the City of Lino Lakes with the results of their operational study which included 34 recommendations for the Police Department to consider for implementation. Police staff reviewed the study and developed a phased implementation plan that included retention and recruitment strategies, which are needed to support the department's efforts to implement Citygate's recommendations.

With the council's approval, staff will complete a memorandum of understanding (MOA) and coordinate with Law Enforcement Labor Services (LELS) to amend the 2025-2026 labor contracts:

- Complete an MOA to amend the 2025-2026 Local No. 299 Officers contract to increase wages by 4% beginning at Step 4.
- Complete an MOA to amend the 2025-2026 Local No. 260 Sergeants contract to increase wages by 2% beginning at Step 1.

Staff will also put into place temporary hiring practices and initiate the processes to:

- Front-load sick and vacation leave banks with 20 hours each for new police officers hired after June 10, 2025.
- Offer a \$2,500, one-time hiring bonus for lateral police officers hires who have one to three years of experience. Half to be paid at the start of employment and half to be paid upon the successful completion of the new officer training program.
- Offer a \$5,000, one-time hiring bonus for lateral police officers hires who have more

than three years of experience. Half to be paid at the start of employment and half to be paid upon the successful completion of the new officer training program.

- Elevate the current Investigative Assistant position to an Evidence and Intel Specialist position.
- Hire above the authorized sworn staffing level of 28 officers to 29 officers if a known vacancy is to occur within the following two years or there is a position currently filled by an officer who is not available to perform their active assigned duties.
- Utilize Acting Sergeants until staffing levels permit the transition to permanent promotions.
- Establish two Sergeant positions to provide 24-hour supervision when staffing levels support the change. These positions would not increase the overall approved department staffing levels.
- Establish two Lieutenant positions when staffing levels support the change. These positions would not increase the overall approved staffing levels.
- Conduct a study to evaluate wages and earned time off.

RECOMMENDATION

Staff recommends City Council approve the Police Department retention and recruitment plan as outlined above.

ATTACHMENTS

None

**CITY COUNCIL
STAFF REPORT
AGENDA ITEM 5.A.**

STAFF ORIGINATOR: Dan L'Allier, Interim Fire Chief

MEETING DATE June 9, 2025

AGENDA ITEM: Consider Approval to Prepare an Application for a Staffing For Adequate Fire and Emergency Response (SAFER) Grant

VOTE REQUIRED: Simple Majority

INTRODUCTION

The City Council is being asked to authorize the Fire Department to prepare an application for the SAFER grant, which closes on July 3, 2025.

BACKGROUND

During the June 4, 2025 Special Work Session, staff presented the Fire Department Immediate Needs which outlined steps that need to be taken in preparation for staffing the Fire Department with 15 full-time firefighters, three of which would be Battalion Chiefs. This is a three-year grant with cost-sharing and award limits outlined below.

- 1st year will cover 75% of the base wages of a first-year Firefighter, up to \$90,000
- 2nd year will cover 75% of the base wages of a first-year Firefighter, up to \$90,000
- 3rd year will cover 35% of the base wages of a first-year Firefighter, up to \$42,000

RECOMMENDATION

Staff recommend approval to prepare an application for a SAFER grant for 15 full-time firefighters, with three of these positions being Battalion Chiefs. Staff will return to Council at the June 23 meeting with the completed application seeking final approval prior to submission.

ATTACHMENTS

None

**CITY COUNCIL
STAFF REPORT
AGENDA ITEM 5.B.**

STAFF ORIGINATOR: Dan L'Allier, Interim Fire Chief

MEETING DATE June 9, 2025

AGENDA ITEM: Consider Approval for Renovations at Fire Stations 1 & 2

VOTE REQUIRED: Simple Majority

INTRODUCTION

The City Council is being asked to authorize the renovations at Fire Stations 1 & 2 that were presented during the June 4, 2025 Special Work Session.

BACKGROUND

During the June 4, 2025 Special Work Session, staff presented the Fire Department Immediate Needs which outlined steps that need to be taken to staff both fire stations 24-hours a day, 7 days a week. Staff is seeking approval for the renovations at both fire stations, to be completed by the end of 2025.

- Fire Station 1: temporary dorm rooms and garbage enclosure
- Fire Station 2: temporary dorm rooms

The temporary dorm rooms will be constructed to meet Building Code and Fire Code and will need to be completed before staffing 24-hours a day can occur. These dorm rooms will be temporary, and a long-term solution will need to be addressed at a future date. A trash enclosure is also being recommended to be constructed at Fire Station 1.

RECOMMENDATION

Staff recommend approval for renovations at both fire stations to be completed by the end of 2025.

ATTACHMENTS

None

**CITY COUNCIL
STAFF REPORT
AGENDA ITEM 5.C.**

STAFF ORIGINATOR: Dan L'Allier, Interim Fire Chief

MEETING DATE June 9, 2025

AGENDA ITEM: Consider Approval to Allow Staff to Research Alternative Apparatus and Evaluate Additional Equipment and Gear Needed

VOTE REQUIRED: Simple Majority

INTRODUCTION

The City Council is being asked to authorize Fire Department staff to explore apparatus options and evaluate additional equipment and gear needs that was presented during the June 4, 2025 Special Work Session.

BACKGROUND

During the June 4, 2025 Special Work Session, staff presented the Fire Department Immediate Needs outlining steps that need to be taken to upgrade Engine #4 with a larger cab to accommodate the added staff at Fire Station 2. Staff would also like to explore options that would be available to respond to emergency medical calls with a smaller vehicle. Both items were outlined in the Citygate report presented during the City Council Meeting on April 28, 2025.

RECOMMENDATION

Staff recommend approval to allow staff to research alternative apparatus and evaluate additional equipment and gear needed for the Fire Department.

ATTACHMENTS

None

**CITY COUNCIL
REGULAR MEETING STAFF REPORT
AGENDA ITEM 7A**

STAFF ORIGINATOR: Katie Larsen, City Planner

MEETING DATE: June 9, 2025

TOPIC: Wilkinson Waters Addition

- i. Consider 2nd Reading of Ordinance No. 10-25 Approving Zoning Ordinance Map Amendment (Rezoning) from R, Rural to PUD, Planned Unit Development
- ii. Consider Resolution No. 25-79 Approving Summary Publication of Ordinance No. 10-25
- iii. Consider Resolution No. 25-80 Approving Grading Agreement

VOTE REQUIRED: Simple Majority

INTRODUCTION

Staff is requesting City Council consideration of the above noted items.

BACKGROUND

The applicant, Wilkinson Waters LLC, is proposing a master planned development located on North Oaks Company Inc. property south of County Road J/Ash Street/CSAH 32, west of Centerville Road/CSAH 21 and north of Wilkinson Lake Boulevard. The development contains 4 parcels totaling approximately 76 gross acres and consists of mix of 340 unit residential housing types and commercial development. The proposed development is called Wilkinson Waters.

The City Council approved the 1st reading of the rezoning ordinance on May 27, 2025.

The property is currently zoned R, Rural. The R, Rural zoning is a holding district until municipal water and sanitary sewer are available to the site and the property owner is interested in having the property developed. The property will be rezoned to PUD, Planned Unit Development in order to implement the Signature Gateway land use and allow for multi-family development in the shoreland district, zoning flexibility and create a mixed used development.

The applicant is also requesting to commence grading on the site. City Code Section 1001.145 (2) allows for site grading, wetland mitigation and installation of stormwater management facilities after preliminary plat approval, following approval of a development agreement and submittal of financial securities.

Findings of Fact

The Findings of Fact are detailed in Ordinance No. 10-25.

RECOMMENDATION

Staff recommends approval of the above noted ordinance and resolutions.

ATTACHMENTS

1. Ordinance No. 10-25
2. Resolution No. 25-79
3. Resolution No. 25-80
4. Early Grading Agreement

1 st Reading:	Website Notice:
2 nd Reading:	Publication:
Adoption:	Effective:

**CITY OF LINO LAKES
ORDINANCE NO. 10-25**

**ORDINANCE TO REZONE CERTAIN REAL PROPERTY FROM R,
RURAL TO PUD, PLANNED UNIT DEVELOPMENT FOR
WILKINSON WATERS ADDITION**

The City Council of Lino Lakes ordains:

Section 1: Findings of Fact

1. The City received a Land Use Application to rezone certain property from R, Rural to PUD, Planned Unit Development.
2. The Planning and Zoning Board held public hearings on April 9, 2025 and May 14, 2025.
3. Per City Code Section 1007.015 (4):

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

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

The PUD rezoning is consistent with the 2040 Comprehensive Plan as amended. The development area is guided Signature Gateway which allows for a mix of higher density residential, commercial services and employment opportunities.

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

The PUD rezoning is compatible with present and future residential land uses of the area.

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

The proposed master planned development conforms with all performance standards with minor revisions as noted.

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

The proposed master planned development can be accommodated with White Bear Township's existing public services and will not overburden the township's service capacity.

5. Traffic generation by the proposed action is within capabilities of streets serving the property as described in § [1007.020](#)(4)(d) of this chapter.

Traffic generated by the proposed master planned development is within the capabilities of the streets serving the property.

Section 2: Amendment

The Zoning Ordinance of the City of Lino Lakes is hereby amended to rezone the following described property from R, Rural to PUD, Planned Unit Development.

Section 3: Legal Description

The property is legally described as:

The East Half of the Southeast Quarter of the Southeast Quarter (E1/2 SE1/4 of SE 1/4) of Section 34, Township 31, Range 22, East of St. Paul Water Works, Anoka County, Minnesota.

AND

That portion of Government Lot 5, Section 35, Township 31, Range 22 West, lying west of the Centerville Road, Anoka County, Minnesota.

AND

The South 300 feet thereof, and except the North 170 feet of the South 470 feet of the East 870 feet thereof, that part of the West three-quarters of the South Half of the Southeast one-quarter (W 3/4 S 1/2 SE 1/4) Section 34, Township 31, Range 22 lying southeasterly of the presently existing Water Department right-of-way (meaning thereby the right-of-way easement for conduit purposes of the St. Paul Board of Water Commissioners), Anoka County, Minnesota.

AND

The South Four Hundred Seventy (470) feet of the Southwest Quarter of Southeast Quarter of Southeast Quarter (SW 1/4 of SE 1/4 of SE 1/4) of Section Thirty-four (34), Township Thirty-one (31) North, Range Twenty-two (22) West and also the South Four Hundred Seventy (470) feet of the East Two Hundred Ten (210) feet of the Southwest Quarter of Southeast Quarter (SW 1/4 of SE 1/4) of said Section Thirty-four (34); and also, except the East Two Hundred Ten (210) feet, all that part of the South Three Hundred (300) feet of the Southwest Quarter of Southeast Quarter (SW 1/4 of SE 1/4) of said Section Thirty-four (34) lying Easterly of St. Paul Water Works right of way; and also all that part of the South Twenty-five (25) feet of the Southwest Quarter of Southeast Quarter (SW 1/4 of SE 1/4) of said Section Thirty-four (34) lying westerly of said right of way; and also all that part of the South Twenty-five (25) feet of the Southeast

Quarter of Southwest Quarter (SE 1/4 of SW 1/4) of said Section Thirty-four (34) lying Easterly of the County Road, Anoka County, Minnesota.

Section 4: Development Regulations

The development shall conform to the plans, requirements, and conditions of approval as listed in Council Resolution No. 25-65. If not otherwise specified, the requirements of City Code Section 1007.114, R-4, High Density Residential District, shall govern the townhomes, apartments, and senior building. The requirements of City Code Section 1007.132 GB, General Business shall govern the commercial development.

Section 5: Effect

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

Section 6: Contingency

The rezoning provided for by this ordinance is contingent on the filing of Wilkinson Waters Addition final plat. Should the final plat not be filed, the rezoning provided by this ordinance shall be null and void.

Adopted by the Lino Lakes City Council this ____ day of _____, 2025.

Rob Rafferty, Mayor

ATTEST:

Roberta Colotti, CMC
City Clerk

**CITY OF LINO LAKES
RESOLUTION NO. 25-79**

**RESOLUTION APPROVING SUMMARY OF
ORDINANCE NO. 10-25 FOR PUBLICATION**

WHEREAS, the City Council has approved the first and second readings of Ordinance No. 10-25 amending City Code Chapter 1007: Zoning Code; and

WHEREAS, Ordinance No. 10-25 is lengthy and Minn. Statute 412.191 provides for a city to publish a summary of an ordinance; and

WHEREAS, the City Council determines that the summary clearly informs the public of the intent and effect of the ordinance; and

WHEREAS, the publication in the official newspaper will include a notice that a full printed copy of the ordinance is available at City Hall.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Lino Lakes, Minnesota that the summary of Ordinance No. 10-25, attached hereto as Exhibit A, for publication according to State Law and City Charter is approved.

Adopted by the City Council of the City of Lino Lakes this _____ day of _____, 2025.

Rob Rafferty, Mayor

ATTEST:

Roberta Colotti, CMC, City Clerk

EXHIBIT A

CITY OF LINO LAKES

**SUMMARY OF ORDINANCE NO. 10-25 TO REZONE CERTAIN REAL PROPERTY FROM R, RURAL
TO PUD, PLANNED UNIT DEVELOPMENT FOR WILKINSON WATERS ADDITION**

The City Council of Lino Lakes ordains:

Section 1. The Lino Lakes City Code Chapter 1007: Zoning Code has been amended to rezone the property located in the future plat of Wilkinson Waters Addition from R, Rural to PUD, Planned Unit Development.

Passed by the Lino Lakes City Council on June 9, 2025.

This is a summary of the adopted ordinance. A full printed copy of the ordinance is available at City Hall or on the City's website at <https://linolakes.us/163/City-Code-Zoning-Ordinances>.

**CITY OF LINO LAKES
RESOLUTION NO. 25-80**

**RESOLUTION APPROVING THE GRADING AGREEMENT
FOR WILKINSON WATERS ADDITION**

WHEREAS, the City Council approved the Wilkinson Waters Addition Planned Unit Development (PUD) Preliminary Plan/Preliminary Plat on May 27, 2025, and

WHEREAS, the City has reviewed the grading plans and found them to be in conformance with the zoning and subdivision ordinance, and

WHEREAS, City Code Section 1001.145 (2) allows for site grading, wetland mitigation and installation of stormwater management facilities after preliminary plat approval, following approval of a development agreement and the submittal of required financial securities.

NOW, THEREFORE BE IT RESOLVED by the City Council of Lino Lakes that the Grading Agreement between Wilkinson Waters LLC and the City of Lino Lakes for the Wilkinson Waters Addition is hereby approved.

BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby authorized to execute such agreement on behalf of the City.

Adopted by the Lino Lakes City Council this 9th day of June, 2025.

Rob Rafferty, Mayor

ATTEST:

Roberta Colotti, City Clerk

EARLY GRADING AGREEMENT

Wilkinson Waters Addition

THIS AGREEMENT is made this ____ day of _____, 2025, by and between the City of Lino Lakes ("City"), a Minnesota municipal corporation, and Anoka Holdings LLC. ("Developer").

1. **Subdivision.** Developer received preliminary plat approval from the City by Resolution No. 25-65 for a plat known as Wilkinson Waters Addition ("Subdivision"). Developer wishes to engage in grading of the Exhibit A property prior to final plat approval of the Subdivision, and the City is willing to allow it subject to the terms of this Agreement. Unless otherwise stated, all terms and conditions of this Agreement relate to work within the Subdivision.
2. **Legal Description of Property.** The Legal Description is attached hereto as Exhibit A.
3. **Developer Plans.**
 - a. The early grading shall be undertaken in accordance with the following Developer Plans, original copies of which are on file with the City Engineer. The Developer Plans may be prepared and revised after entering into this Agreement but must be approved by the City before commencement of any work. If the plans vary from the written terms of this Agreement, as amended, this Agreement shall control.
 - b. The Developer Plans as of the date of this Agreement are Wilkinson Waters Preliminary Plat Plan for Grading prepared by ISG dated May 22, 2025.
4. **Grading prior to Final Plat Approval.** The Developer may grade the Exhibit A property at its sole cost in conformance with the Developer Plans. In the event the early grading work needs to be modified due to changes in the finally approved plans, Developer shall make the changes at its own expense. Developer expressly acknowledges that grading the site prior to receiving full project approvals is done at the Developer's sole risk.
5. **Permits.** The Developer shall be responsible for securing all site grading and development approvals and all other required permits from all appropriate Federal, State, Regional and Local jurisdictions prior to the commencement of site grading or construction.
6. **Developer Improvements.** The Developer shall secure a contractor to undertake the improvements described in this paragraph, or otherwise required herein to be undertaken by Developer, hereinafter referred to as the "Developer Improvements," which contractor shall be approved by the City. The Developer Improvements shall be constructed per the City Standard Specifications for Construction January 2024, as amended.

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

a. Site Grading

- i. No grading shall commence until all requirements of the City Code of Ordinance, Chapter 1011 Stormwater, Erosion and Sediment Control and VLAWMO have been satisfied.
- ii. All site grading shall be conducted in accordance with the grading plan as approved by the City and in accordance with NPDES and VLAWMO requirements. The Developer shall perform the work in accordance with a Storm Water Pollution Prevention Plan (SWPPP) pursuant to Minnesota Pollution Control Agency (MPCA) requirements.

b. Grading and Erosion Control

- i. The Developer shall grade the site to within 0.2 foot of the grades shown on the approved grading plan. No deviations will be allowed unless a revised plan is submitted and approved in writing by the City and all other regulatory agencies.
- ii. The street right-of-way, storm water storage ponds, and surface water drainage ways shall be graded. Four inches of topsoil and a City approved seed mix shall be installed within disturbed areas, and seed mix information shall be provided to the City. Surface water management systems shall be maintained by the Developer until they are accepted by the City.
- iii. The Developer shall be responsible for ascertaining that site geotechnical and groundwater conditions are adequate and conforming with the grading and site improvement as proposed. The Developer shall provide testing from an approved testing company.
- iv. The Developer's engineer shall certify in writing, with an as-built survey, that all grading complies with the approved grading plan prior to issuance of any building permits.
- v. The Developer shall promptly clear dirt and debris within public rights-of-way and drainage and utility easements resulting from construction by the Developer, its purchasers, builders and contractors within five (5)

days after notification by the City. The Developer shall be responsible for all necessary street and storm sewer maintenance, including street sweeping, unless otherwise released by the City. Warning signs shall be placed when hazards develop in streets to prevent the public from traveling on them, including detour signs if necessary. If and when the streets become impassable, such streets shall be barricaded and closed.

7. **Time of Performance.** The Developer shall install all required improvements enumerated in Paragraph 6 by September 31, 2025. The Developer may request a reasonable extension of time from the City. If the extension is granted, it shall be conditioned upon updating the security posted by the Developer to reflect cost increases and the extended completion date.
8. **City Improvements.** No City installed improvements are proposed to be constructed.
9. **Record Drawings.**
 - a. Upon project completion, Developer shall submit record drawings, in electronic format, of grading constructed by Developer. The files shall be drawn in Anoka County NAD 83 Coordinate system and provided in both AutoCAD .dwg and Adobe .pdf file formats. The plans shall include accurate locations, dimensions, elevations, grades, slopes and all other pertinent information concerning the complete work.
 - b. The Developer shall submit certified compaction testing results for the site grading operations that certify that grading work meets pertinent compaction requirements for the project.
 - c. No securities will be fully released until all record drawings have been submitted and accepted by the City Engineer.
10. **Faithful Performance of Construction Contracts and Security.**
 - a. The Developer will fully and faithfully comply with all terms and conditions of any and all contracts entered into by the Developer for the installation and construction of all Developer Improvements. Concurrent with the execution hereof by the Developer, the Developer will furnish to, and at all times thereafter maintain with the City, a cash deposit, certified check, or Irrevocable Letter of Credit, based on thirty-five (35%) percent of the total estimated cost of Developer's Improvements as determined by the City Engineer.
 - b. Irrevocable Letter of Credit. If an Irrevocable Letter of Credit is utilized, it shall be for the exclusive use and benefit of the City of Lino Lakes and shall state that it is issued to guarantee and assure performance by the Developer of all the terms and conditions of this Development Agreement and construction of all required

improvements referenced therein in accordance with the ordinances and specifications of the City. The letter shall be in a form, and from a bank, as approved by the City. The City reserves the right to draw, in whole or in part, on any portion of the Irrevocable Letter of Credit for the purpose of guaranteeing the terms and conditions of this agreement. The Irrevocable Letter of Credit shall be automatically extended for additional periods of one year from present or future expiration dates on an annual basis, unless at least sixty (60) days prior to the expiration date, the Community Development Director and City Engineer, are notified by certified mail or overnight courier, that the Letter of Credit will not be extended.

- c. Public Improvement Surety Agreement, Not Applicable.
 - d. Reduction of Security. The Developer may request reduction of the Letter of Credit or cash deposit based on prepayment or the value of the completed improvements at the time of the requested reduction.
11. **Warranty.** The Developer warrants all work required to be performed by it against poor material and faulty workmanship for a period of one year after its completion and acceptance by the City. Slopes shall be stabilized and ground cover established and maintained over the disturbed area in accordance with the Storm Water Pollution Prevention Plan (SWPPP). The City shall retain a portion of the security provided for in Section 10, in the amount determined by the City Engineer, to ensure compliance with this section.
12. **Dedication.** The Developer shall dedicate to the City, at no cost to the City, any permanent or temporary easements that may be necessary for the construction and installation of the Developer Improvements. All such easements required by the City shall be in writing, in recordable form, containing such terms and conditions as the City shall determine.
13. **Ownership of Improvements.** Not Applicable.
14. **Recording and Release.** The Developer agrees that the terms of this Development Agreement shall be a covenant on any and all property included in the Subdivision. The Developer agrees that the City shall have the right to record a copy of this Development Agreement with the Anoka County Recorder to give notice to future purchasers and owners. This shall be recorded against the Subdivision described on Page 1.
15. **Escrow for City's Costs.**
- a. The Developer agrees to establish a non-interest bearing escrow account with the City in an amount determined by the City Administrator or their designee for the payment of all costs incurred by the City related to the development of the

Subdivision including, but not limited to, the following (See Exhibit B for breakdown of costs):

- i. Administration - 3% of Developer Improvement Costs
 - ii. City Engineering and Legal
- b. If the above escrow amounts are insufficient, the Developer shall make such additional deposits as required by the City. The City shall have a right to reimburse itself from the Escrow with suitable documentation supporting the charges.

16. **Developer Fees.** Not Applicable.

17. **Assessment of Charges and Waiver of Rights.** Not Applicable.

18. **Building Permits.** Not Applicable.

19. **Special Provisions.**

- a. The Development is required to be served by municipal sewer and water. There is no Joint Powers agreement between the City of North Oaks and White Bear Township at this time. The Developer acknowledges that completing grading work in advance of approvals and agreements in place that serve the site is at the Developer's sole risk.

20. **Hours of Construction Activity.**

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

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

21. **Insurance and Indemnity.** Developer or its general contractor shall take out and maintain until one year after the City accepted the Developer Improvements, public liability and property damage insurance covering personal injury, including death, and claims for property damage which may arise out of the Developer's or general contractor's work, as the case may be, or the work of its subcontractors or by one directly or indirectly employed by any of them. Limits for bodily injury and death shall be not less than Five Hundred Thousand and no/100 (\$500,000.00) Dollars for one person and Two Million and no/100 (\$2,000,000.00) Dollars for each occurrence; limits for property damage shall be not less than One Million and no/100 (\$1,000,000.00) Dollars for each occurrence; or a combination single limit policy of Two Million and no/100 (\$2,000,000.00) Dollars or more. The City, its employees, its agents and assigns

shall be named as an additional insured on the policy, and the Developer or its general contractor shall file with the City a certificate evidencing coverage prior to the City signing the plat. The certificate shall provide that the City must be given ten days advance written notice of the cancellation of the insurance. The certificate may not contain any disclaimer for failure to give the required notice.

Developer shall defend, indemnify, and hold harmless the City and its officers, employees, and consultants from any loss, injury or damage arising out of or related to the early grading work authorized by this Agreement.

22. **Developer's Default.** In the event of default by the Developer as to any of the work to be performed by it hereunder, the City may, at its option, perform the work and the Developer shall promptly reimburse the City for any expense incurred by the City, including but not limited to attorney and engineering fees, provided the Developer is first given notice of the work in default, not less than 48 hours in advance. This Agreement is a license for the City to act, and it shall not be necessary for the City to seek a court order for permission to enter the land. When the City does any such work, the City may, in addition to its other remedies, levy the cost in whole or in part as a special assessment against the Subject Property. Developer waives its rights to notice of hearing and hearing on such assessments and its right to appeal such assessments pursuant to Minnesota Statutes, chapter 429.

23. **General.**

a. Binding Effect

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

b. Validity.

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

c. Notices

Whenever in this Agreement it shall be required or permitted that notice or demand be given or served by either party to this Agreement to or on the other party, such notice or demand shall be delivered personally, or mailed by United

States mail to the addresses below, or sent by email to the email address below. Such notice or demand shall be deemed timely given when delivered personally or when deposited in the mail in accordance with the above or when emailed. The addresses of the parties are as set forth until changed by notice given as above.

Anoka Holdings, LLC
Attn: Mark Houge
5959 Centerville Road, Suite 200
North Oaks, MN 55127
mark@northoaks.com

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

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

CITY OF LINO LAKES

By _____
Mayor

ATTEST

By _____
City Clerk

STATE OF MINNESOTA)
) SS
COUNTY OF ANOKA)

This instrument was acknowledged before me on _____ day of _____, 2025,
by Rob Rafferty as Mayor of the City of Lino Lakes on behalf of said City.

Notary Public

STATE OF MINNESOTA)
) SS
COUNTY OF ANOKA)

This instrument was acknowledged before me on _____ day of _____, 2025,
by Roberta Colotti as City Clerk of the City of Lino Lakes on behalf of said City.

Notary Public

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

DEVELOPER

By _____

Its _____

STATE OF MINNESOTA)
) SS
COUNTY OF _____)

On this _____ day of _____, 2025, before me, a Notary Public within and for said County, personally appeared _____, _____ of _____ (Developer), who executed the foregoing instrument.

Notary Public

This instrument was drafted by:

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

EXHIBIT A

Legal Description of Property

EXISTING LEGAL DESCRIPTION:

The East Half of the Southeast Quarter of the Southeast Quarter (E1/2 SE1/4 of SE 1/4) of Section 34, Township 31, Range 22, East of St. Paul Water Works, Anoka County, Minnesota.

AND

That portion of Government Lot 5, Section 35, Township 31, Range 22 West, lying west of the Centerville Road, Anoka County, Minnesota.

AND

The South 300 feet thereof, and except the North 170 feet of the South 470 feet of the East 870 feet thereof, that part of the West three-quarters of the South Half of the Southeast one-quarter (W 3/4 S 1/2 SE 1/4) Section 34, Township 31, Range 22 lying southeasterly of the presently existing Water Department right-of-way (meaning thereby the right-of-way easement for conduit purposes of the St. Paul Board of Water Commissioners), Anoka County, Minnesota.

AND

The South Four Hundred Seventy (470) feet of the Southwest Quarter of Southeast Quarter of Southeast Quarter (SW 1/4 of SE 1/4 of SE 1/4) of Section Thirty-four (34), Township Thirty-one (31) North, Range Twenty-two (22) West and also the South Four Hundred Seventy (470) feet of the East Two Hundred Ten (210) feet of the Southwest Quarter of Southeast Quarter (SW 1/4 of SE 1/4) of said Section Thirty-four (34); and also, except the East Two Hundred Ten (210) feet, all that part of the South Three Hundred (300) feet of the Southwest Quarter of Southeast Quarter (SW 1/4 of SE 1/4) of said Section Thirty-four (34) lying Easterly of St. Paul Water Works right of way; and also all that part of the South Twenty-five (25) feet of the Southwest Quarter of Southeast Quarter (SW 1/4 of SE 1/4) of said Section Thirty-four (34) lying westerly of said right of way; and also all that part of the South Twenty-five (25) feet of the Southeast Quarter of Southwest Quarter (SE 1/4 of SW 1/4) of said Section Thirty-four (34) lying Easterly of the County Road, Anoka County, Minnesota.

EXHIBIT B

Securities, Escrows & Fees

EXHIBIT B
Securities, Escrows & Fees

PROJECT: Wilkinson Waters Addition Grading Agreement	NUMBER OF REU's:	0
APPLICANT: Anoka Holdings, LLC	NO. OF LOT FRONTAGE:	0
	AREA (LOT 1 BLOCK 1):	0

IMPROVEMENTS	COST
<u>DEVELOPER IMPROVEMENT COSTS (Private)</u>	
SITE GRADING	\$626,751
EROSION CONTROL	\$0
LANDSCAPING	\$0
PARKING LOT	\$0
STORM SEWER CONST.	\$0
SANITARY SEWER CONST.	\$0
WATERMAIN CONST.	\$0
LIGHTING	\$0
Total	<u>\$626,751</u>
Letter of Credit Amount X 35%	\$219,363

<u>ESCROW for CITY'S COSTS</u>	
ADMINISTRATION	\$18,810
ENGINEER PLAN REVIEW	\$1,500
ENGINEER CONSTRUCTION SERVICES	\$5,000
PROJECT FINAL DOCUMENTS & CITY ENGINEER	\$1,500
STREET LIGHT INSTALLATION	\$0
STREET & STORMWATER MAINTENANCE	\$0
PROPERTY TAXES	\$0
TRAFFIC AND SIGNING IMPROVEMENTS	\$0
BOULEVARD TREE PLANTING	\$0
Total	<u>\$26,810</u>

<u>DEVELOPMENT FEES</u>	
PARK DEDICATION	\$0
PARK DEDICATION CREDIT	\$0
Subtotal Park Dedication Fee	\$0
AUAR	\$0
SEAL COATING FEE	\$0
GIS MAPPING FEE	\$0
STREET LIGHTING OPERATION	\$0
Total	<u>\$0</u>

TRUNK SANITARY SEWER	
TRUNK CHARGE PER ACRE	\$0
AVAILABILITY CHARGE PER SAC UNIT	\$0
TRUNK SANITARY SEWER CREDIT	\$0
TRUNK WATERMAIN	
TRUNK CHARGE PER ACRE	\$0
AVAILABILITY CHARGE PER SAC UNIT	\$0
TRUNK WATERMAIN CREDIT	\$0
TOTAL TRUNK SEWER & WATER FEES	\$0
SURFACE WATER MANAGEMENT	\$0
SURFACE WATER MANAGEMENT CREDIT	\$0
TOTAL SURFACE WATER MANAGEMENT FEES	\$0
Total	<u>\$0</u>
Letter of Credit Amount X 35%	\$0

<u>SUMMARY OF SECURITIES, ESCROW & FEES</u>	
SECURITY: DEVELOPER IMP'MENT COSTS	\$219,363
ESCROW FOR CITY COSTS	\$26,810
DEVELOPMENT FEES	\$0
SECURITY: TRUNK FEES	\$0

**CITY COUNCIL
REGULAR MEETING STAFF REPORT
AGENDA ITEM 7B**

STAFF ORIGINATOR: Katie Larsen, City Planner

MEETING DATE: June 9, 2025

TOPIC: Consider Resolution No. 25-77 Approving Java Lino Lakes 2nd Addition Preliminary Plat

VOTE REQUIRED: Simple Majority

INTRODUCTION

The applicant, Java Companies, Inc., submitted a land use application for Java Addition 2nd Addition preliminary plat. The preliminary plat subdivides Lot 2, Block 1, Java Lino Lakes into two (2) separate lots.

Tentative Review Schedule:

Complete Application Date:	April 15, 2025
60-Day Deadline:	June 14, 2025
Environmental Board Meeting:	April 30, 2025
Park Board Meeting:	N/A
Planning & Zoning Board Meeting:	May 14, 2025
City Council Work Session:	June 2, 2025
City Council Meeting:	June 9, 2025

BACKGROUND

On April 14, 2025, the City Council passed Resolution No. 25-45 approving the Java Lino Lakes final plat. The plat created three (3) commercial lots along Lake Drive. Lot 2, Block 1, Java Lino Lakes was proposed to have a 3 unit multi-tenant retail building. The applicant is now proposing to subdivide this lot into 2 lots for the purpose of constructing a standalone Chipotle Restaurant and a standalone Pacific Dental office. Lot 1, Block 1, Java Lino Lakes 2nd Addition will still be an O'Reilly's Auto Parts retail store as originally planned.

This staff report is based on the following information:

- Certificate of Survey prepared by Design Tree dated September 9, 2024
- Preliminary Plat prepared by Design Tree dated March 28, 2025
- Lino Lakes 2.0 2nd Addition Plan Set prepared by Design Tree dated March 28, 2025
- Preliminary Geotechnical Evaluation Report prepared by Braun Intertec dated October 7, 2024

ANALYSIS

Existing Site Conditions

A majority of the 3 acre site was previously owned by the City of Lino Lakes and was temporarily used for the community gardens. These lots have now been sold to Java Companies, LLC for development.

Zoning and Land Use

The site was zoned GB, General Business per Ordinance No. 17-24 and is guided commercial per the City's 2040 Comprehensive Plan. A restaurant, office business-clinical, and retail store are permitted uses.

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

Surrounding Zoning and Land Use

Direction	Zoning	Existing Land Use	Future Land Use
North	GB, General Business	Commercial	Commercial
South	GB, General Business	Commercial	Commercial
East	GB, General Business R-4, High Density	Commercial Multi-family	Commercial Planned Commercial/Residential
West	R-1, Single Family	Residential	Residential

Subdivision Ordinance

Conformity with the Comprehensive Plan and Zoning Code

The preliminary plat is consistent with the comprehensive plan for commercial development and zoning code requirements for GB, General Business lot size and lot width.

	Lot Size	Lot Width
GB Requirements	20,000 sf	100 ft
Lot 1^a	65,550 sf	108 ft
Lot 2	29,751 sf	100 ft
Lot 3	36,474 sf	220 ft

^aLot 1, Block 1 Java Lino Lakes was 70,130sf and is the proposed O-Reilly's retail auto parts sales lot. Lot 1, Block 1, Java Lino Lakes 2nd Addition slightly reduces the lot size to 65,550 sf. Lot width and lot size requirements are met. O-Reilly's is still proposed on this lot.

Blocks and Lots

The proposed Java Lino Lakes 2nd Addition preliminary plat contains the following areas:

Parcel	Acres	Purpose
Lot 1, Block 1	1.50 acres	Retail auto part sales (O-Reilly's Auto Parts)
Lot 2, Block 1	0.68 acres	Office-Business Clinic (Pacific Dental)
Lot 3, Block 1	0.84 acres	Restaurant (Chipotle)
TOTAL	3.02 acres	

No additional road right-of-way is required. An additional 10ft of road right-of-way along Lake Drive was dedicated with Java Lino Lakes final plat.

Streets and Alleys

CSAH 23 (Lake Drive) is an A-Minor Arterial Reliever county road. A raised median exists from the American Legion south past I-35W. A signalized intersection exists at Marketplace Drive. No additional access points or driveways are allowed onto Lake Drive along this section.

77th Street is a minor collector local road. The section of 77th Street shown on the preliminary plat was vacated in November 2024 via Ordinance No. 14-24.

Marketplace Drive will be extended west and connect to Marilyn Drive and 77th Street. The City Engineer (WSB) has completed the plans and specs for this street reconstruction and utilities

project. The City will construct and install utilities in conjunction with the platting and commercial development project.

The American Legion (7731 Lake Drive) currently has a “frontage road” that was intended to provide additional access to the lots to the south. Staff consulted with the American Legion and they did not feel the additional access was needed. An existing city stormwater basin also exists at the end of the frontage road adding site constraints to the possible frontage road extension. A future shared driveway be considered along the west lot line of the American Legion and Java Lino Lakes 2nd Addition.

There are no other public roads being proposed with the development. Shared driveway and maintenance agreements have been recorded for all private driveways and joint off-street parking areas in conjunction with Java Lino Lakes.

Easements

Standard drainage and utility easements at least 10 feet wide shall be provided along the lot lines.

Public Land Dedication

The City collected cash fee per acre in lieu of land dedication for the commercial development with Java Lino Lakes final plat. No additional commercial acreage is being added to the plat; therefore, no additional fees shall be collected.

Site and Building Plan Review

A restaurant, office business-clinic, and retail store are permitted uses in the GB, General Business district; therefore, site and building plans will be reviewed administratively by staff.

Grading Plan and Stormwater Management

Per the City Engineer Memo dated May 7, 2025:

Stormwater management for the Lino Retail 2.0 site consists of infiltration basins for the southern and northern lots. Additionally, some stormwater infrastructure is proposed for the City realignment of Marketplace Drive. Existing and proposed discharge rates are summarized below.

Pre- and Post- Development Discharge Rates (cfs)				
Condition	2-Year	10-Year	100-Year	10-Day Snowmelt
Existing	2.37	5.53	14.27	Needed if basins landlocked

Currently Proposed	1.65	4.77	10.86	Needed if basins landlocked
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Additional comments/revisions are noted in the attached City Engineer memo.

Public Utilities

The commercial development will be municipally served by a 21" sanitary sewer main along Lake Drive and a 10" sanitary sewer main along the extended Marketplace Drive.

The commercial development will be municipally served by a 12" watermain along Lake Drive and a 12" watermain along the extended Marketplace Drive.

Tree Preservation, Mitigation Standards and Landscaping

The April 30, 2025 Environmental Board staff report details tree preservation, mitigation standards and landscaping. Open area, canopy cover, and foundation landscaping requirements are met. Parking lot screening shall be provided.

Signage

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

Impervious Surface Coverage

Impervious surface coverage will be reviewed during site and building plan review for each lot.

Traffic Study

Traffic was analyzed with the Java Lino Lakes preliminary and final plat. In August 2020, Anoka County Highway Department completed a CSAH 23 Preliminary Traffic Analysis from Lexington Avenue to Main Street. The analysis included the intersection of CSAH 23 (Lake Drive) and Marketplace Drive. The proposed preliminary plat and commercial development are consistent with that plan.

EQB Environmental Review

An EAW is not required for a three (3) lot commercial development.

Wetlands

There are no wetlands on site.

Shoreland District

The site is not located in the Shoreland District.

Floodplain

There is no FEMA floodplain on site.

Additional City and Government Agency Review Comments

Anoka County Highway Department

Anoka County Highway Department reviewed the preliminary plat and had no additional comments.

Public Safety Comments

The Lino Lakes Police Division reviewed the development and did not have any comments.

The Lino Lakes Fire Division reviewed the development. A fire hydrant shall be installed between Lot 1 and Lot 2.

Environmental Board

The Environmental Board reviewed the project at their April 30, 2025 meeting and made recommendation with conditions as noted in the attached memo.

Planning & Zoning Board

The Planning & Zoning Board held a public hearing on May 14, 2025. There were no public comments. The Board recommended approval with a 7-0 vote.

Agreements

Stormwater Maintenance Agreement

The stormwater facilities will be privately maintained, and a Declaration for Maintenance of Stormwater Facilities will be required. Both the Rice Creek Watershed District (RCWD) and the City of Lino Lakes shall be parties to the Declaration.

Development Agreement and Final Plat

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

Site Improvement Performance Agreement

Site Improvement Performance Agreements will be required for the construction of the commercial buildings.

Comprehensive Plan

The Java Lino Lakes 2nd Addition preliminary plat is consistent with the goals and policies of the comprehensive plan regarding land use, housing, economic development, transportation, local water management plan, sanitary sewer, water supply and parks, greenway and trails.

Land Use Plan

The Comprehensive Plan guides this property for commercial use. The preliminary plat is consistent with commercial land use.

Housing Plan

The goals and policies of the Housing Plan are not negatively impacted by the three (3) lot commercial preliminary plat.

Economic Development

The three (3) lot commercial preliminary plat supports the City's economic development plan.

Transportation Plan

Goals of the Transportation Plan are to ensure that streets and roads are as safe as possible and to reduce unnecessary traffic. CSAH 23 (Lake Drive) is an A-Minor Arterial Reliever county road. 77th Street/Marketplace Drive is a Minor Collector road. The exiting road system can accommodate the traffic generated by the three (3) lot commercial preliminary plat.

Local Water Management Plan

The purpose of the water management program is to protect, preserve, and use natural surface and groundwater storage and retention systems and prevent erosion of soil into surface water systems. The commercial development will construct stormwater management BMP's such as curb, gutter, and stormwater ponds.

Sanitary Sewer Plan

The goal of the sanitary sewer plan is to maintain the city's residents and businesses with an affordable and safe sanitary sewer system. The three (3) lot commercial preliminary plat will be served by an affordable and safe sanitary sewer system.

Water Supply Plan

A goal of the water supply plan is to provide residents and businesses with affordable potable water that is safe and of high quality for daily consumption and fire demand. The three (3) lot commercial preliminary plat will be served with a safe and high quality water supply.

Parks, Greenways and Trails

A goal and policy of the parks, greenways and trails plan is to continue to development and fund recreational activities in the City. The City collected cash in lieu of land dedication with the Java Lino Lakes final plat.

Findings of Fact

The findings of fact are detailed in the attached resolution.

RECOMMENDATION

Staff recommends approval of the Java Lino Lakes 2nd Addition preliminary plat.

ATTACHMENTS

1. Java Lino Lakes Final Plat
2. Java Lino Lakes 2nd Addition Preliminary Plat
3. City Engineer Memo dated May 7, 2025
4. Environmental Coordinator Memo dated May 5, 2025
5. Resolution No. 25-77 Approving Preliminary Plat

JAVA LINO LAKES

City of Lino Lakes
County of Anoka
Sec. 8, Twp. 31, Rng. 22

KNOW ALL PERSONS BY THESE PRESENTS: That Java Lino Retail 2.0 LLC, a Minnesota limited liability company, owner of the following described property:

All that part of the Southwest Quarter of Southeast Quarter of Section 8, Township 31, Range 22, Anoka County, Minnesota, described as follows:

Beginning at the Southeast corner of the Southeast Quarter of Southwest Quarter of Section 8; thence West on the South line thereof 121.88 feet; thence North 20 degrees 38 minutes East 1312.3 feet to the point of beginning of the tract of land hereby to be described; thence continuing North 20 degrees 38 minutes East a distance of 105.9 feet, more or less, to the North line of said Southwest Quarter of Southeast Quarter; thence East along the North line thereof 369.4 feet, more or less, to the west line of Trunk Highway Number 8 as the same is now laid out and constructed; thence southwesterly of the Westerly line of said Highway 146.3 feet, more or less, to a point distance 1320 feet Northerly as measured along the Westerly line of Highway from its intersection with the South line of said Southwest Quarter of Southeast Quarter; thence Northwesterly to point of beginning, subject to right of public over the North 33 feet thereof for road purposes, being now known as Lot 3, AUDITOR'S SUBDIVISION NUMBER 134, Anoka County, Minnesota, together with streets and alleys adjacent thereto, vacated or to be vacated.

AND

Lot Five (5), AUDITOR'S SUBDIVISION NUMBER 134, Anoka County, Minnesota, excepting therefrom Parcel 19, ANOKA COUNTY HIGHWAY RIGHT-OF-WAY PLAT NO. 17.

AND

Lot 6, AUDITOR'S SUBDIVISION NO 134, excepting therefrom Parcel 20, ANOKA COUNTY HIGHWAY RIGHT-OF-WAY PLAT NO. 17, Anoka County, Minnesota.

AND

That part of 77th Street lying in the Southwest Quarter of the Southeast Quarter of Section 8, Township 31, Range 22, Anoka County, Minnesota, bounded as follows:

Lying north of Lot 3, AUDITOR'S SUBDIVISION NO. 134, according to the recorded plat thereof, said Anoka County; lying east of the northerly extension of the West line of said Lot 3; lying west of ANOKA COUNTY HIGHWAY RIGHT-OF-WAY PLAT NO. 17, according to the recorded plat thereof, said Anoka County and lying south of the North line of said Southwest Quarter of the Southeast Quarter.

And that the City of Lino Lakes, a body corporate and politic under the laws of the State of Minnesota, owners of the following described property:

Lot 12 and 13, Block 2, CAROLE'S ESTATES 2ND ADDITION, Anoka County, Minnesota.

AND

All that part of the Southwest Quarter of the Southeast Quarter (SW ¼ of SE ¼) of Section Eight (8), Township, Thirty-one (31), Range Twenty-two (22), Anoka County, Minnesota described as follows: Beginning at the Southeast corner of the Southeast Quarter of the Southwest Quarter (SE ¼ of SW ¼) of Section Eight (8); thence West on the South line thereof one hundred twenty-two and 88/100 (122.88) feet; thence North twenty degrees, thirty-eight minutes (20 degrees 38 minutes) East twelve hundred forty-one and three-tenths (1241.3) feet, to the point of beginning of the tract of land hereby to be described; thence continuing North twenty degrees, thirty-eight minutes (20 degrees 38 minutes) East, a distance of seventy-one (71) feet; thence Southeasterly to a point on the Westerly line of Trunk Highway No. 8 as same is now laid out and constructed, distance thirteen hundred twenty (1320) feet Northerly as measured on the Westerly line of said Trunk Highway No. 8, from the point of intersection with the South line of said Southwest Quarter of the Southeast Quarter (SW ¼ of SE ¼); thence Southeasterly along said Westerly line one hundred eight and six-tenths (108.6) feet; thence Westerly to the point of beginning.

Now known as Lot Four (4), AUDITOR'S SUBDIVISION NUMBER 134, according to the recorded plat thereof and situated in Anoka County, Minnesota.

Excepting therefrom Parcel No. 18, ANOKA COUNTY HIGHWAY RIGHT-OF-WAY PLAT NO.17.

AND

That part of 77th Street lying in CAROLE'S ESTATES 2ND ADDITION, according to the recorded plat thereof, Anoka County, Minnesota, bounded as follows:

Lying east of the southerly extension of the west line of Lot 12, Block 2, said CAROLE'S ESTATES 2ND ADDITION; lying south of the south line of said Lot 12; lying north of the North line of the Southwest Quarter of the Southeast Quarter, Section 8, Township 31, Range 22 and lying west of ANOKA COUNTY HIGHWAY RIGHT-OF-WAY PLAT NO. 17, according to the recorded plat thereof, said Anoka County.

Has caused the same to be surveyed and platted as JAVA LINO LAKES and does hereby dedicate to the public for public use the public ways and the drainage and utility easements as created by this plat. Also dedicating to the County of Anoka the right of access on County State Highway Number 23 as shown on the plat.

In witness whereof said Java Lino Retail 2.0 LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper officer this _____ day of _____, 20____.

JAVA LINO RETAIL 2.0 LLC

Mark Richard Krogh, Manager

STATE OF _____

COUNTY OF _____

This instrument was acknowledged before me on this _____ day of _____, 20____ by Mark Richard Krogh, Manager of Java Lino Retail 2.0 LLC, a Minnesota limited liability company, on behalf of the company.

(Signature)

(Print Name)

Notary Public, _____County, Minnesota

My commission expires _____

In witness whereof said City of Lino Lakes, a body corporate and politic under the laws of the State of Minnesota, has caused these presents to be signed by its proper officer this _____ day of _____, 20____.

CITY OF LINO LAKES

Mayor, City of Lino Lakes

STATE OF _____

COUNTY OF _____

This instrument was acknowledged before me on this _____ day of _____, 20____ by _____, Mayor of the City of Lino Lakes, a body corporate and politic under the laws of the State of Minnesota, on behalf of the corporation.

(Signature)

(Print Name)

Notary Public, _____County, Minnesota

My commission expires _____

SURVEYOR'S CERTIFICATE

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

Dated this _____ day of _____, 20____.

Jonathan D. Schuette, Licensed Land Surveyor
Minnesota License No. 45352

STATE OF MINNESOTA

COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____, 20____ by Jonathan D. Schuette.

(Signature)

(Print Name)

Notary Public, _____County, Minnesota

My commission expires _____

CITY COUNCIL, CITY OF LINO LAKES, MINNESOTA

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

CITY COUNCIL, CITY OF LINO LAKES, MINNESOTA

By _____ Mayor By _____ Clerk

COUNTY SURVEYOR

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

_____, 20____.

By _____
David M. Zieglmeier
Anoka County Surveyor

COUNTY AUDITOR/TREASURER

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20____ on the land hereinbefore described have been paid. Also, pursuant to Minnesota

Statutes, Section 272.12, there are no delinquent taxes and tranfer entered this _____ day of _____, 20____.

Property Tax Administrator

By _____, Deputy

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

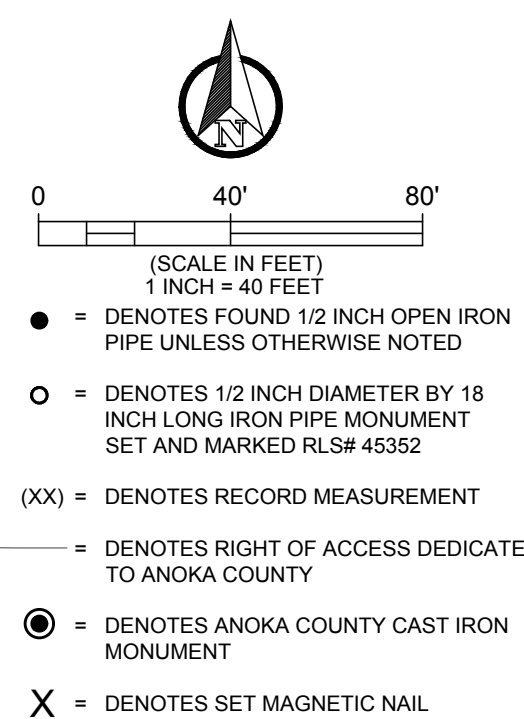
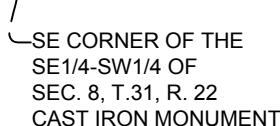
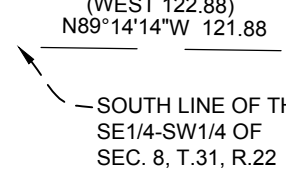
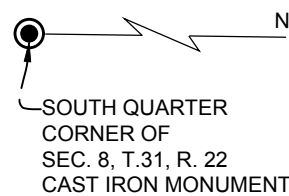
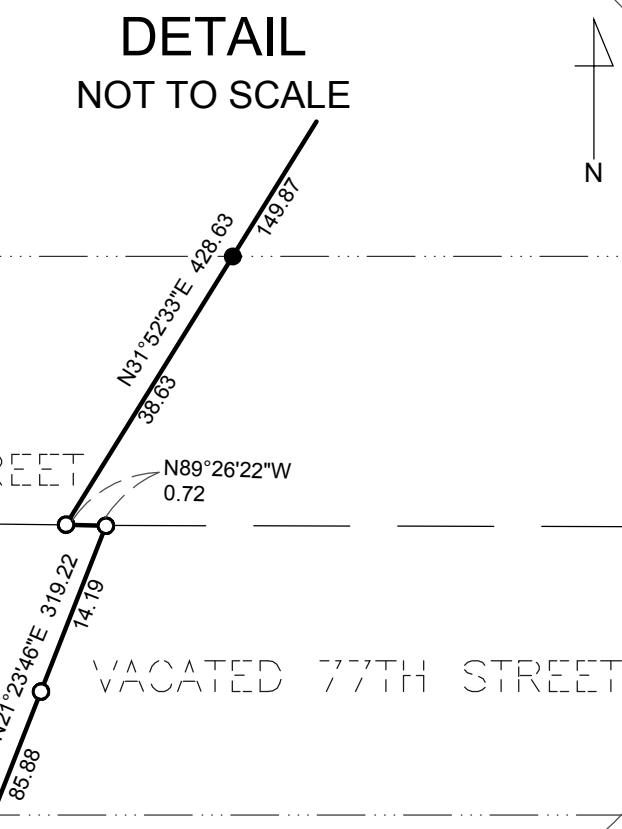
I hereby certify that this plat of JAVA LINO LAKES was filed in the office of the County Recorder/Registrar of Titles for public record on this _____ day of

_____, 20____, at _____ o'clock _____.M. and was duly recorded as Document Number _____.

County Recorder/Registrar of Titles

By _____, Deputy

City of Lino Lakes
County of Anoka
Sec. 8, Twp. 31, Rng. 22



FOR THE PURPOSE OF THIS PLAT, THE
NORTHEAST LINE OF LOT 13, BLOCK 2
CAROLE'S ESTATES 2ND ADDITION, ANOKA
COUNTY, MINNESOTA IS ASSUMED TO HAVE
A BEARING OF SOUTH 58°07'27"E

DESIGN TREE
engineering + land surveying

Corporate Office:
120 17th Ave W Alexandria, MN 56308
888-216-1916



Memorandum

To: Katie Larsen, Lino Lakes City Planner
From: Diane Hankee PE, Lino Lakes City Engineer
Date: May 7, 2025
Re: Java Properties – Lino Lakes Retail 2.0 – 2nd Addition
Preliminary Plat Review
028824-000

WSB reviewed the site plans for the Lino Lakes Retail 2.0 site 2nd Addition by Java Properties in Lino Lakes, MN, received April 14, 2025. The site is located at 77th Street west of Lake Drive (CSAH 23). The lot has frontage along Lake Drive (CSAH 23). Comments were made on the following documents:

- Lino Lakes 2.0 2nd Addition Civil Plans prepared by Design Tree, dated March 28, 2025, received April 15, 2025.

The following review comments should be responded to in writing by the applicant. There are additional redline comments on the planset that should be responded to as well. Not all redline comments are in the review memo. There were not separate site, utility, or grading plans for Chipotle, Pacific Dental or O'Reilly's (only architectural building drawings) so they utilize the same overall drawings and may have overlapping comments.

Design Tree Engineering (DTE) (3/11/2025) responses in **red**.
WSB (4/2/2025) responses and new comments in **blue**. (1st Addition)
Design Tree Engineering (DTE) (4/15/2025) responses in **green**.
WSB (5/7/2025) responses and new comments in **purple**. (2nd Addition)

Engineering

- **General**

The Lino Lakes Retail 2.0 2nd Addition project proposes to construct three (3) commercial lots from the existing two (2) commercial lots of Lino Lakes Retail 2.0 1st Addition Block One. This includes the similar associated parking lot, utilities, landscaping, and stormwater management features as the Lino Lakes Retail 2.0 1st Addition specifically for Block One.

Comments:

1. Revise all plan sheets with updated City plans for the 2025 Market Place Drive Realignment Project
 - a. Update items that will be constructed and removed as part of the project
(DTE 3/11/2025) See revised plans
(WSB 4/2/2025) See comments and as-bid plans
(WSB 5/7/2025) Comments remain from Lino Lakes 2.0 1st Addition

- b. Coordinate the location and elevation of specific items such as utility services to be able to best serve the proposed sites within the scope of the City project.
(DTE 3/11/2025) Noted, see revised plans
(WSB 4/2/2025) See comments and as-bid plans
(WSB 5/7/2025) Comments remain from Lino Lakes 2.0 1st Addition
- 2. Developer/ Contractor shall coordinate relocation of existing utilities with private utility companies and City
 - a. Relocation scheduling is per private utility companies
(DTE 3/11/2025) Noted, this is being coordinated with City/utility companies
(WSB 4/2/2025) Complete with construction
(WSB 5/7/2025) Comments remain from Lino Lakes 2.0 1st Addition
 - b. Developer/contractor responsible for coordinating site construction scheduling with private utility companies' scheduling
(DTE 3/11/2025) Noted
(WSB 4/2/2025) Complete with construction
(WSB 5/7/2025) Comments remain from Lino Lakes 2.0 1st Addition

- **Grading**

A grading and drainage plan was provided for the site including paved areas, curb, and retaining walls.

Comments:

- 1. ~~Watershed district approval for the City project is still pending. Additional stormwater features may be required as a result of the final review.~~
(DTE 3/11/2025) Noted, will coordinate with City for final stormwater design.
(WSB 4/2/2025) Watershed permitting for the City project is approved, no further design changes are anticipated for that element of design.
- 2. ~~Call out all EOFs from site stormwater basins, existing and proposed.~~
(DTE 3/11/2025) EOF locations have been called out on the plans.
(WSB 4/2/2025) Complete
- 3. ~~Tip in curb and gutter on islands of the parking lot for Building B will result in ponded water, specify tip out.~~
(DTE 3/11/2025) Locations of tipped out curb have been added to the plans.
(WSB 4/2/2025) Complete
- 4. ~~Shift the sidewalk on the west side of the driveway south towards the roadway in order to eliminate the retaining wall in the City basin.~~
(DTE 3/11/2025) Sidewalk location has been revised per the comment and the revised plans provided by the City.
(WSB 4/2/2025) Complete
- 5. ~~Retaining walls will require permitting through the City separate from the building permit.~~
(DTE 3/11/2025) Retaining walls have been eliminated
(WSB 4/2/2025) Complete

6. ~~Provide Emergency Overflow (EOF) elevations for all low points in the parking or green space areas.~~
~~(DTE 3/11/2025) EOF locations have been called out on the plans~~
~~(WSB 4/2/2025) Complete~~
7. (WSB 4/2/2025) Check with Anoka County to see whether connecting to the existing storm sewer on Lake Drive without crossing Market Place Drive is possible from infiltration basin IB-1 (assumed INV 906.09)
(WSB 5/7/2025) Comments remain from Lino Lakes 2.0 1st Addition
8. (WSB 4/2/2025) The spot elevations of the proposed entrances behind the curblane differ from the spot elevations on the City plans. Coordinate what elevations will be necessary beyond the sidewalk and apron.
(WSB 5/7/2025) Comments remain from Lino Lakes 2.0 1st Addition

- **Stormwater Management**

Stormwater management for the Lino Retail 2.0 site consists of infiltration basins for the southern and northern lots. Additionally, some stormwater infrastructure is proposed for the City realignment of Marketplace Drive. Existing and proposed discharge rates are summarized below.

Pre- and Post- Development Discharge Rates (cfs)				
Condition	2-Year	10-Year	100-Year	10-Day Snowmelt
Existing	2.37	5.53	14.27	Needed if basins landlocked
Currently Proposed	1.65	4.77	10.86	Needed if basins landlocked

Comments:

1. ~~An approximate City storm sewer alignment is marked up on the plans showing the pipe intended to provide an outflow for the site rather than emergency overflows. The northern infiltration basin shall outlet into the pipe.~~
~~(DTE 3/11/2025) The plans have been revised with the updated City storm sewer design~~
~~(WSB 4/2/2025) Complete~~
2. ~~Remove the City infiltration basin between the roadway and parking lot, the basin west of the driveway access will provide sufficient storage for runoff.~~
~~(DTE 3/11/2025) This basin has been removed~~
~~(WSB 4/2/2025) Complete~~
3. ~~Provide an equalization pipe or channel between the existing City stormwater basin and proposed infiltration basin at the 100-yr HWL (906.3).~~
~~(DTE 3/11/2025) The plans have been revised to eliminate interaction between the City and Development's stormwater infrastructure.~~

~~(WSB 4/2/2025) Complete~~

4. ~~Pipe storage for infiltration is not allowed for water quality volume or rate control. Nonperforated pipes must be used for storm sewer conveyance.~~
~~(DTE 3/11/2025) The perforated pipes were initially considered to meet the Department of Labor and Industries requirement to not surcharge storm sewer. The storm sewer has been revised to eliminate this conflict and has been revised to be nonperforated.~~
~~(WSB 4/2/2025) Complete~~
5. ~~An outlet control structure will be needed for the southern infiltration basin based on proposed RCWD rule changes due to go into effect by the end of 2024.~~
 - a. ~~At the very least, permanent stabilization is needed along the overflow path to reduce the likelihood of large scale erosion in major storm events.~~
~~(DTE 3/11/2025) Outlet control structures have been added to both infiltration basins and a storm sewer connection has been added to the south basin~~
~~(WSB 4/2/2025) Complete~~
6. ~~Soil borings indicate significant amounts of SM soils, meaning design infiltration rates should be 0.45 in/hr consistent with RCWD and MPCA standards.~~
~~(DTE 3/11/2025) The design infiltration rate has been revised to be 0.45 in/hr.~~
~~(WSB 4/2/2025) Complete~~
7. ~~In situ infiltration rate testing will be needed during or after construction to confirm designed rates are achievable.~~
 - a. ~~Testing before construction can be used to demonstrate infiltration rates above the 0.45 in/hr standard.~~
~~(DTE 3/11/2025) The design infiltration rate has been revised to be 0.45 in/hr~~
~~(WSB 4/2/2025) Complete~~
8. ~~Both infiltration basins must be able to demonstrate they meet 48-hour drawdown requirements.~~
~~(DTE 3/11/2025) Outlets have been added to both basins to provide maximum depth below outlet of 1.8' which correlates to a 48-hour drawdown time~~
~~(WSB 4/2/2025) Complete~~
9. ~~The lowest floor elevation of all buildings must be specified to ensure compliance with infiltration basin freeboard requirements (basin bottom must be at or below lowest floor elevation).~~
 - a. ~~This is especially relevant for the potential oil change pit in the Valvoline building.~~
~~(DTE 3/11/2025) The FFE of each building has been added to the plans. The basement elevation of the Valvoline building has also been added to the plans.~~
~~(WSB 4/2/2025) Complete~~
10. Show roof drain routing. Tie into storm sewer at or upstream of a sumped structure to provide pretreatment of roof runoff.
(DTE 3/11/2025) The locations of the roof drains will be finalized once tenants have been finalized.
(WSB 4/2/2025) Noted, though the locations must still comply with the original comment.

(WSB 5/7/2025) Comments remain from Lino Lakes 2.0 1st Addition

11. ~~The Marketplace Drive roadway and existing stormwater basin, including offsite tributary drainage, must be included in the HydroCAD model to understand all flows throughout the site.~~
(DTE 3/11/2025) ~~The Marketplace Drive roadway and existing stormwater basin have not been included in the HydroCAD model as there is no interaction between the City and Development's stormwater infrastructure.~~
(WSB 4/2/2025) ~~Complete~~
12. ~~HydroCAD runoff should be set to "Calculate separate pervious/impervious runoff (SBUH weighting)" for most accurate runoff results.~~
(DTE 3/11/2025) ~~The HydroCAD model has been updated per the comment.~~
(WSB 4/2/2025) ~~Complete~~
13. ~~Proposed impervious should be entered as paved parking and roof as there is a mix of both.~~
(DTE 3/11/2025) ~~The HydroCAD model has been updated per the comment.~~
(WSB 4/2/2025) ~~Complete~~
14. ~~Existing and proposed models should route to a Link node to calculate total offsite flows.~~
(DTE 3/11/2025) ~~The HydroCAD model has been updated to include one discharge node for both existing and proposed conditions~~
(WSB 4/2/2025) ~~Complete~~
15. Confirm drainage area delineations match site grading, some areas on the perimeter of the sites do not appear possible to route to proposed stormwater basins as indicated in HydroCAD.
(DTE 3/11/2025) ~~The drainage areas have been updated per the comment.~~
(WSB 4/2/2025) ~~The existing modeled drainage area of 4.551 acres exceeds the proposed modeled drainage area of 4.071 acres. These areas must match for proper confirmation of rate control.~~
(WSB 5/7/2025) Comments remain from Lino Lakes 2.0 1st Addition
16. ~~For modeling of outflow rates and HWLs, exfiltration is not allowed in HydroCAD to conservatively design assuming basin infiltration capacity is lost in the future.~~
(DTE 3/11/2025) ~~Infiltration has been removed from the HydroCAD model per the comment~~
(WSB 4/2/2025) ~~Complete~~
17. (WSB 4/2/2025) It is recommended to consolidate the parking space curb cuts going into IB-1.
(WSB 5/7/2025) Comments remain from Lino Lakes 2.0 1st Addition
18. (WSB 4/2/2025) The IB-1 storage curve in the HydroCAD modeling is incorrect for the 906 contour.
(WSB 5/7/2025) Comments remain from Lino Lakes 2.0 1st Addition

19. (WSB 4/2/2025) Some kind of trash screening is needed on the IB-1 outlet opening to reduce the potential for clogging of the 5" orifice.
(WSB 5/7/2025) Comments remain from Lino Lakes 2.0 1st Addition
20. (WSB 4/2/2025) The EOF for IB-2 must include riprap stabilization.
(WSB 5/7/2025) Comments remain from Lino Lakes 2.0 1st Addition
21. (WSB 4/2/2025) Provide the vertical separation of the storm sewer crossing the watermain in Marketplace Dr.
 - a. Maintain minimum 18" separation with watermain
 - b. Insulation is needed for when vertical separation is less than 36" with watermain(WSB 5/7/2025) Comments remain from Lino Lakes 2.0 1st Addition

- **Water Supply**

Existing and proposed water services are provided for the 3 commercial lots through existing and proposed City infrastructure on Lake Drive (CSAH 23) and the future Market Place Drive.

Comments:

1. Coordinate with the City 2025 Market Place Drive Realignment Project for providing the appropriately sized stubs at the appropriate locations
(DTE 3/11/2025) The latest design file provided by the City has been included in the plans.
(WSB 4/2/2025) See comments and as-bid plans
(WSB 5/7/2025) City to provide two sets of utility stubs (6" PVC C900 water and 4" PVC sanitary sewer with gate valves roughly at the easement line)
- ~~2. Verify that the proposed 6" water stubs are sufficient for the building's combined domestic and fire suppression needs.
(DTE 3/11/2025) Noted
(WSB 4/2/2025) Complete~~
3. We recommend that the City Deputy Director of Public Safety-Fire Division review the proposed plan for water supply and hydrant coverage.
(DTE 3/11/2025) Noted
(WSB 4/2/2025) Current version to be reviewed
(WSB 5/7/2025) Comments remain from Lino Lakes 2.0 1st Addition
4. Show removing all watermain up to the gate valve and the hydrant assembly along the current 77th Street
(DTE 3/11/2025) The plans have been revised to include removal of the watermain and hydrant by the City as that is shown in the Marketplace Dr plans.
(WSB 4/2/2025) City will remove the hydrant assembly but the watermain shall be removed up to but NOT including the existing gate valve. Plug gate valve for redundancy
(WSB 5/7/2025) Comments remain from Lino Lakes 2.0 1st Addition
5. Building A will utilize the existing 6" water service stub instead of installing a new service tee on the main
 - a. Lower water service and insulate below the existing basin

(DTE 3/11/2025) The utility plan has been revised per the comment
(WSB 4/2/2025) Show existing service
(WSB 5/7/2025) Comments remain from Lino Lakes 2.0 1st Addition

6. ~~Remove/abandon/seal all existing wells per Minnesota Department of Health requirements.~~

~~(DTE 3/11/2025) Notes have been added to the Removal Plans stating the information from the comment.~~
~~(WSB 4/2/2025) Complete~~

7. (WSB 4/2/2025) Provide 6" gate valve when connecting to the western water service south of Marketplace Drive
a. Provide temporary hydrant or air release bleed pipe on southern end
8. (WSB 5/7/2025) Comments remain from Lino Lakes 2.0 1st Addition

- **Sanitary Sewer**

Existing and proposed sanitary sewer services are provided for the 3 commercial lots through existing and proposed City infrastructure on Lake Drive (CSAH 23) and the future Market Place Drive.

Comments:

1. Coordinate with the City 2025 Market Place Drive Realignment Project for providing the appropriately sized stubs at the appropriate locations
(DTE 3/11/2025) The latest design file provided by the City has been included in the plans.
(WSB 4/2/2025) See comments and as-bid plans
(WSB 5/7/2025) City to provide two sets of utility stubs (6" PVC C900 water and 4" PVC sanitary sewer with gate valves roughly at the easement line)
2. Building A will utilize the existing 6" sanitary sewer service stub instead of installing a new service wye
a. Cut back on the existing riser as necessary to lower the sanitary sewer service and maintain minimum cover below the existing basin
(DTE 3/11/2025) The utility plan has been revised per the comment.
(WSB 4/2/2025) Show existing service
(WSB 5/7/2025) Comments remain from Lino Lakes 2.0 1st Addition
3. ~~Remove/abandon all existing septic systems per Minnesota Pollution Control Agency and County requirements.~~
~~(DTE 3/11/2025) Notes have been added to the Removal Plans stating the information provided in the comment.~~
~~(WSB 4/2/2025) Complete~~

- **Transportation**

In the 2025 construction season the City will realign 77th St to the Market Place Dr / CSAH 23 (Lake Dr) signalized intersection. When the Market Place Dr signal was installed the median at 77th St was also installed. The intent was that 77th would realign

in the future to provide that access again at Market Place Dr. This has been a long standing plan of the City in coordination with Anoka County. Anoka County completed an corridor study of Lake Drive in 2020, from Hodgson Rd to Pine St. This study evaluated access and mobility. As improvements are completed on Lake Dr in the future the mobility will improve throughout the corridor. This study can be found on Anoka County's website.

The Lino Retail 2.0 project site proposes one access to the north and one access to the south of the realigned Market Place Drive. There will be stubs to the north and south to extend the drive aisles further in the future. Reference the easement section here within and planner's report for access easement information.

As required by Ordinance the applicant submitted a Traffic Impact Study. The proposed development is expected to generate approximately 214 AM peak hour, 212 PM peak hour, and 2,680 daily trips. 95% of the daily trips will go directly from the site to Market Place Dr and eastbound to Lake Dr. Traffic from the proposed development on adjacent local roadways is considered minimal. Marilyn Dr existing volumes are 170 daily trips and with the Market Place realignment 270 trips per day are estimated, with the proposed development 370 daily trips. 77th St existing volumes are 175 daily trips and with the Market Place realignment 250 trips per day are estimated, with the proposed development 280 daily trips. These volumes are well under capacity for the local roadways.

The study also analyzed capacity of the following intersections:

- CSAH 23 (Lake Dr) & Market Place Dr
- CSAH 23 (Lake Dr) & 77th St W
- 77th St W & Marilyn Dr

To evaluate the intersection of CSAH 23 (Lake Dr) & Market Place Dr the intersection of CSAH 23 (Lake Dr) & 79th St was included in the study. The build condition capacity analysis has an overall LOS A during AM and PM peak hours thus meeting ordinance. There are no delay or queuing issues identified.

Sidewalk will be installed by the City along Market Place Dr from Lake Dr to 77th St/ Marilyn Dr. There is also sidewalk along Lake Dr in the development area. There are pedestrian crossings at the intersection of CSAH 23 (Lake Dr) & Market Place Dr. The City has a future trail planned along Lake Dr from Apollo Drive to Main Street.

Comments:

- ~~1. The proposed site access' north and south should be stop conditions.~~
(DTE 3/11/2025) Stop signs have been added to the entrances per the comment.
(WSB 4/2/2025) Complete
2. We recommend that the City Deputy Director of Public Safety-Fire Division review the proposed plan for emergency access.
(DTE 3/11/2025) Noted
(WSB 4/2/2025) Current version to be reviewed
(WSB 5/7/2025) Comments remain from Lino Lakes 2.0 1st Addition

3. Provide turning movements for all proposed emergency, garbage, and delivery/semi-truck vehicles.

(DTE 3/11/2025) Turning exhibits have been provided as a separate submittal.

(WSB 4/2/2025) Current version to be reviewed

(WSB 5/7/2025) Comments remain from Lino Lakes 2.0 1st Addition

- **Wetlands and Mitigation Plan**

There are no delineated wetlands shown on the existing survey for the site.

- **Landscaping**

Landscaping plans were provided as part of the submittal. The City's Environmental Coordinator to review landscaping and provide in-depth comments.

- **Floodplain**

No floodplain impacts are proposed on site.

- **Drainage and Utility Easements**

Drainage and utility easements are required for utilities outside the road right of way and stormwater systems.

Comments:

- ~~1. All stormwater facilities will need to be contained in D&U easements up to the 100-yr HWL.~~

~~2. (DTE 3/11/2025) Noted, these easements will be included in the final plat submittal~~

~~3. (WSB 4/2/2025) Complete~~

- ~~4. D&U easement is needed over the proposed City storm sewer running to the north end of the site.~~

~~(DTE 3/11/2025) Noted, these easements will be included in the final plat submittal~~

~~(WSB 4/2/2025) Complete~~

5. Dedicate additional 20' drainage and utility easement for existing sanitary sewer (20'+ deep) along the west side of Lake Drive/CSAH 23.

(DTE 3/11/2025) Noted, these easements will be included in the final plat submittal.

(WSB 4/2/2025) – Submit with Final Plat

(WSB 5/7/2025) Comments remain from Lino Lakes 2.0 1st Addition

6. Provide an access easement over the rear drive lane from the Market Place Drive Right of Way to the development line (adjacent with the Legion property)

(DTE 3/11/2025) Noted, these easements will be included in the final plat submittal

(WSB 4/2/2025) – Submit with Final Plat

(WSB 5/7/2025) Comments remain from Lino Lakes 2.0 1st Addition

7. (WSB 4/2/2025) For Lot 1 Block 2

- a. Provide minimum standard 5' easement to the south side
 - b. Reduce to standard 10' easement adjacent to County Road 23/Lake Drive
 - c. Provide minimum standard 10' easement adjacent to Market Place Drive
- (WSB 5/7/2025) Comments remain from Lino Lakes 2.0 1st Addition

~~8. (WSB 4/2/2025) For Lot 2 Block 1~~

- ~~a. Provide additional 10' (20' to 30') adjacent to County Road 23/Lake Drive~~
- ~~(WSB 5/7/2025) Complete~~

9. (WSB 4/2/2025) For Block 1

- a. Change additional rear 65' drainage and utility easement to additional 45' access easement (should not overlap existing easements) adjacent to existing 20' rear drainage and utility easement

(WSB 5/7/2025) Comments remain from Lino Lakes 2.0 1st Addition

- **Development Agreement**

A Development Agreement will be required.

- **Grading Agreement**

Grading agreement not required at this time.

- **Stormwater Maintenance Agreement**

Private stormwater facilities will be maintained through a Declaration for Maintenance of Stormwater Facilities. Both the Rice Creek Watershed District (RCWD) and the City of Lino Lakes shall be parties to the Declaration. City Engineer to provide template.

- **Permits Required**

~~1. NPDES General Construction Permit~~

~~(DTE 3/11/2025) Noted, the contractor shall obtain the permit prior to construction.~~
~~(WSB 4/2/2025) Complete To be addressed prior to construction~~

~~2. City of Lino Lakes Zoning Permit for construction~~

~~(DTE 3/11/2025) Noted, in progress~~
~~(WSB 4/2/2025) Complete To be addressed prior to construction~~

~~3. Rice Creek Watershed Permit~~

~~(DTE 3/11/2025) A RCWD permit shall be applied concurrently with the city submittal.~~
~~(WSB 4/2/2025) Complete To be addressed prior to construction~~

~~4. Anoka County Right of Way Permit if grading work extends into their right of way.~~

~~(DTE 3/11/2025) Noted, the contractor shall obtain the permit prior to construction.~~
~~(WSB 4/2/2025) Complete To be addressed prior to construction~~

If you or the applicant have any questions regarding these comments, please contact Kris Keller at (612) 419-3083 or kkeller@wsbeng.com. You may also contact Diane Hanke at (651) 982-2430 or dhanke@linolakes.us.



Environmental Memo

To: Katie Larsen, City Planner
From: Tom Hoffman, Environmental Coordinator
Date: April 30, 2025
Re: Environmental Comments – Java Lino Lakes 2nd Addition Preliminary Plat

The Environmental board reviewed the proposed plans at their April 30th, 2025 meeting and recommended the following comments:

1. Remove plantings from IB-2 basins EOF route, planting should not encroach on maintenance access
2. The northern most American Larch planted on sheet L102 should be moved away from the pipe and flare of the storm sewer outlet.
3. A six (6) foot high maintenance free privacy fence shall be located along the west lot lines of all three (3) lots.
 - a. Detail shows Cedar fencing, update for maintenance free.
4. Screening of 30" is required adjacent from the drive through lane on block 1 lot 3 along Lake Drive. Provide screening along the backside of the drive through to screen headlights from shining into Lake Dr.
5. Provide additional plantings/screening along Lake Drive to enhance the site and reduce hard cover and turf.
6. Connect Proposed side walk from Market Place Drive into the development at block 1 lot 3 to provide pedestrian facilities into the site.
 - a. Currently sidewalk would lead pedestrians to the private entrance, and they would need to walk along the road and through the parking lot.

**CITY OF LINO LAKES
RESOLUTION NO. 25-77**

RESOLUTION APPROVING JAVA LINO LAKES 2ND ADDITION PRELIMINARY PLAT

WHEREAS, the City received a land use application for Java Lino Lakes 2nd Addition preliminary plat (“Development”); and

WHEREAS, City staff completed review of the Development based on the following submittals:

- Certificate of Survey prepared by Design Tree dated September 9, 2024
- Preliminary Plat prepared by Design Tree dated March 28, 2025
- Lino Lakes 2.0 2nd Addition Plan Set prepared by Design Tree dated March 28, 2025
- Preliminary Geotechnical Evaluation Report prepared by Braun Intertec dated October 7, 2024; and

WHEREAS, a public hearing was held before the Planning & Zoning Board on May 14, 2025 and the Board recommended approval of the preliminary plat with a 7-0 vote.

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

FINDINGS OF FACT

Per City Code Section 1001.013, Premature Subdivision:

(1) *General*. Any concept plan, preliminary plat or final plat deemed premature pursuant to the following criteria shall be denied by the City Council.

(2) *Conditions for establishing a premature subdivision*. A subdivision may be deemed premature should any of the following conditions not be met.

(a) *Consistency with the Comprehensive Plan*. Including any of the following:

1. Land use plan;
2. Transportation plan;
3. Utility (sewer and water) plans;
4. Local water management plan;
5. Capital improvement plan; and
6. Growth management policies, including MUSA allocation criteria.

Java Lino Lakes 2nd Addition preliminary plat is consistent with the goals and policies of the comprehensive plan.

(b) *Consistency with infill policies.* A proposed urban subdivision shall meet the city's infill policies:

1. The urban subdivision must be located within the Metropolitan Urban Service Area (MUSA) or the staged growth area as established by the city's Comprehensive Plan;
2. The cost of utilities and street extensions must be covered by one or more of the following:
 - a. An immediate assessment to the proposed subdivision;
 - b. One hundred percent of the street and utility costs are privately financed by the developer;
 - c. The cost of regional and/or oversized trunk utility lines can be financed with available city trunk funds; and
 - d. The cost and timing of the expenditure of city funds are consistent with the city's capital improvement plan.
3. The cost, operation and maintenance of the utility system are consistent with the normal costs as projected by the water and sewer rate study; and
4. The developer payments will offset additional costs of utility installation or future operation and maintenance.

Java Lino Lakes 2nd Addition preliminary plat is consistent with infill policies. The development is within the current Utility Staging Area 1A (2018-2025). The cost and timing of the expenditure of city funds are consistent with the city's capital improvement plan. The cost, operation and maintenance of the utility system are consistent with the normal costs projected by the water and sanitary rate study. No future utility costs are proposed.

(c) *Roads or highways to serve the subdivision.* A proposed subdivision shall meet the following requirements for level of service (LOS), as defined by the Highway Capacity Manual:

1. If the existing level of service (LOS) outside of the proposed subdivision is A or B, traffic generated by a proposed subdivision will not degrade the level of service more than one grade;
2. If the existing LOS outside of the proposed subdivision is C, traffic generated by a proposed subdivision will not degrade the level of service below C;
3. If the existing LOS outside of the proposed subdivision is D, traffic generated by a proposed subdivision will not degrade the level of service below D;
4. The existing LOS must be D or better for all streets and intersections providing access to the subdivision. If the existing level of service is E or F, the subdivision developer must provide, as part of the proposed project, improvements needed to ensure a level of service D or better;
5. Existing roads and intersections providing access to the subdivision must have the structural capacity to accommodate projected traffic from the proposed subdivision or the developer will pay to correct any structural deficiencies;
6. The traffic generated from a proposed subdivision shall not require city street improvements that are inconsistent with the Lino Lakes capital improvement plan.

However, the city may, at its discretion, consider developer-financed improvements to correct any street deficiencies;

7. The LOS requirements in divisions (2)(c)1. to 4. above do not apply to the I-35W/Lake Drive or I-35E/Main St. interchanges. At city discretion, interchange impacts must be evaluated in conjunction with Anoka County and the Minnesota Department of Transportation, and a plan must be prepared to determine improvements needed to resolve deficiencies. This plan must determine traffic generated by the subdivision project, how this traffic contributes to the total traffic, and the time frame of the improvements. The plan also must examine financing options, including project contribution and cost sharing among other jurisdictions and other properties that contribute to traffic at the interchange; and

8. The city does not relinquish any rights of local determination.

Java Lino Lakes 2nd Addition preliminary plat meets the requirements for level of service (LOS). The proposed Level of Service does not degrade by more than one (1) LOS; therefore, the development is not considered premature. Existing roads and intersections providing access to the subdivision have the structural capacity to accommodate projected traffic from the proposed subdivision. No street improvements are proposed that are inconsistent with the City's capital improvement plan. The city does not relinquish any rights of local determination.

(d) *Water supply.* A proposed subdivision shall be deemed to have an adequate water supply when:

1. The city water system has adequate wells, storage or pipe capacity to serve the subdivision;
2. The water utility extension is consistent with the Lino Lakes water plan and offers the opportunity for water main looping to serve the urban subdivision;
3. The extension of water mains will provide adequate water pressure for personal use and fire protection; and
4. The rural subdivision can demonstrate that each of the proposed lots can be provided with a potable water supply.

Java Lino Lakes 2nd Addition preliminary plat will have an adequate water supply.

(e) *Waste disposal systems.* A proposed subdivision shall be served with adequate waste disposal systems when:

1. The urban sewered subdivision is located inside the city's MUSA or is consistent with the MUSA allocation criteria;
2. The city has sufficient MUSA and pipe capacity to serve the subdivision if developed to its maximum density;
3. The subdivision will result in a sewer extension consistent with Lino Lakes sewer plan and capital improvement plan;
4. A rural subdivision can demonstrate that each lot can be served by an adequate sanitary sewer disposal system; and

5. A rural subdivision with a proposed communal sanitary sewer or water system has an effective long range management and maintenance program with proper financing.

Java Lino Lakes 2nd Addition preliminary plat will be served with an adequate waste disposal system.

BE IT FURTHER RESOLVED the Java Lino Lakes 2nd Addition preliminary plat is not a premature subdivision; and

BE IT FURTHER RESOLVED the Java Lino Lakes 2nd Addition preliminary plat is approved subject to the following conditions:

1. A shared access, parking, and maintenance agreement and exhibit shall be recorded.

BE IT FURTHER RESOLVED the following items shall be addressed at the time of final plat land use application submittal:

1. All comments from the City Engineer memo dated May 7, 2025.
2. All comments from the Environmental Coordinator memo dated May 5, 2025.
3. Standard drainage and utility easements at least 10 feet wide shall be provided along the lot lines.

Adopted by the City Council of the City of Lino Lakes this _____ day of _____, 2025.

Rob Rafferty, Mayor

ATTEST:

Roberta Colotti, CMC, City Clerk

**CITY COUNCIL
REGULAR MEETING STAFF REPORT
AGENDA ITEM 7C**

STAFF ORIGINATOR: Katie Larsen, City Planner

MEETING DATE: June 9, 2025

TOPIC: Linda Avenue Addition
i. Consider Resolution No. 25-81 Approving Final Plat
ii. Consider Resolution No. 25-82 Approving Development Agreement

VOTE REQUIRED: Simple Majority

INTRODUCTION

The applicant, James Christiansen, submitted a land use application for Linda Avenue Addition final plat. The plat is for two (2) residential lots at the southwest quadrant of Hodgson Road and Linda Avenue located at 6217 Hodgson Road.

Tentative Review Schedule:

Complete Application Date:	March 21, 2025
60-Day Review Deadline:	May 20, 2025
60-Day Extension Deadline:	July 19, 2025
Environmental Board Meeting:	N/A
Park Board Meeting:	N/A
Planning & Zoning Board Meeting:	May 14, 2025
Tentative City Council Work Session:	June 9, 2025
Tentative City Council Meeting:	June 9, 2025

This staff report is based on the following information:

- Boundary & Topographic Survey with Resource Inventory prepared by Kurth Surveying, Inc. dated July 16, 2024
- Boundary & Topographic Survey with Tree Inventory & Removals prepared by Kurth Surveying, Inc. dated July 16, 2024
- Preliminary Plat prepared by Kurth Surveying, Inc. dated July 16, 2024
- Civil Plan Set prepared by Plowe Engineering, Inc. dated March 12, 2025

- Landscape Plan prepared by Plowe Engineering, Inc. dated July 16, 2024
- Title Commitment
- Cost Estimate
- Well and Boring Sealing Record
- MPCA SSTS Abandonment Reporting Form

BACKGROUND

On June 10, 2024, the City Council passed Resolution No. 24-69 approving the Linda Avenue Addition preliminary plat. The Council staff report and resolution detail the project's consistency with the City's Comprehensive Plan and compliance with the City Code.

ANALYSIS

The final plat contains the following lots:

Parcel	Size	Purpose
Lot 1, Block 1	22,745 sf	Residential Lot
Lot 2, Block 1	30,608 sf	Residential Lot
Hodgson Rd ROW	6,453 sf	Road right-of-way
TOTAL	59,806 sf	

An additional 27 ft road right-of-way along CSAH 49 (Hodgson Road) is being dedicated on the plat as required.

Planning & Zoning Board

On May 14, 2025, the Planning and Zoning Board reviewed the Linda Avenue Addition final plat and made the following findings of fact:

Per City Code Section 1001.057 Review, Approval or Denial:

(1) The Planning and Zoning Board shall consider the final plat and the Community Development Department shall forward the Planning and Zoning Board recommendations to the City Council. The following requirements shall be met before consideration of the final plat by the Planning and Zoning Board:

- (a) The final plat shall substantially conform to the approved preliminary plat and phasing plan;

The final plat substantially conforms with the preliminary plat.

- (b) For plats that consist solely of individual single family residential lots, final plat applications for subsequent phases shall not be approved until building permits have been issued for 40% of lots in the preceding phase. This division applies only when the preceding phase consists of 40 or more lots; and

This is a two (2) lot residential subdivision that will be platted in one phase.

- (c) Conditions attached to approval of the preliminary plat shall be substantially fulfilled or secured by the development agreement, as appropriate.

The conditions of the preliminary plat have been substantially fulfilled. Securities will be required with a Development Agreement.

Public Land Dedication

The City will collect cash in lieu of land dedication for one (1) new lot. The lot had an existing house that was recently demolished and will not be charged a park dedication fee.

Park Dedication Fees	
Total # of Lots =	1
x 2025 Park Dedication Fee	\$3,500
= Total Due	\$3,500

Title Commitment

The City Attorney has reviewed the title commitment and final plat and has no comments.

Agreements

- *Stormwater Maintenance Agreement*

No stormwater maintenance declaration agreement is required for this site.

- *Development Agreement*

A Development Agreement will be prepared by the City.

Findings of Fact

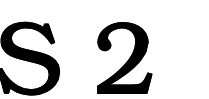
City Code Section 1001.057 (2) details requirements that shall be met before consideration of the final plat by the City Council. The attached resolution details these findings of fact.

RECOMMENDATION

Staff and the Planning & Zoning Board recommend approval of the Linda Avenue Addition final plat.

ATTACHMENTS

1. Preliminary Plat
2. Resolution No. 25-81
3. Final Plat
4. Resolution No. 25-82
5. Development Agreement
6. City Engineer Memo dated May 7, 2025



**CITY OF LINO LAKES
RESOLUTION NO. 25-81**

RESOLUTION APPROVING LINDA AVENUE ADDITION FINAL PLAT

WHEREAS, on March 21, 2025 the City received a complete land use application for Linda Avenue Addition final plat hereafter referred to as Development; and

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

- Boundary & Topographic Survey with Resource Inventory prepared by Kurth Surveying, Inc. dated July 16, 2024
- Boundary & Topographic Survey with Tree Inventory & Removals prepared by Kurth Surveying, Inc. dated July 16, 2024
- Preliminary Plat prepared by Kurth Surveying, Inc. dated July 16, 2024
- Civil Plan Set prepared by Plowe Engineering, Inc. dated March 12, 2025
- Landscape Plan prepared by Plowe Engineering, Inc. dated July 16, 2024
- Title Commitment
- Cost Estimate
- Well and Boring Sealing Record
- MPCA SSTS Abandonment Reporting Form; and

WHEREAS, on June 10, 2024 the City Council passed Resolution No. 24-69 approving the preliminary plat; and

WHEREAS, on May 14, 2025 the Planning & Zoning Board reviewed and recommended approval of the Development; and

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

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

FINDINGS OF FACT

Per City Code Section 1001.057 Review, Approval or Denial:

(2) The following requirements shall be met before consideration of the final plat by the City Council:

- (a) The final plat shall substantially conform to the approved preliminary plat and phasing

plan.

The final plat substantially conforms to the approved preliminary plat and phasing plan.

- (b) For plats that consist solely of individual single family residential lots, final plat applications for subsequent phases shall not be approved until building permits have been issued for 40% of lots in the preceding phase. This division applies only when the preceding phase consists of 40 or more lots.

Not applicable. This is a two (2) lot single family residential subdivision and will be platted in one (1) phase.

- (c) City attorney approval of the status of title/property ownership related to the final plat.

The City attorney has reviewed and approved the status of the title/property ownership.

- (d) Completed development contract.

A Development Agreement has been completed and shall be executed.

- (e) Conditions attached to approval of the preliminary plat shall be fulfilled or secured by the development agreement, as appropriate; and

The conditions of the preliminary plat have been substantially fulfilled. Securities will be required with a Development Agreement.

- (f) All fees, charges and escrow related to the preliminary or final plat shall be paid in full.

All fees, charges and escrow related to the preliminary or final plat shall be paid in full prior to release of the final plat mylars.

BE IT FURTHER RESOLVED the final plat is approved subject to the following conditions:

1. A six (6) ft high privacy fence shall be installed along the east lot line of Lot 2 prior to issuing certificates of occupancy for Lot 2.
 - a. A fence permit is required.

BE IT FURTHER RESOLVED the following items shall be addressed prior to release of the final plat mylars:

1. All comments from the City Engineer memo dated May 7, 2025.

Adopted by the City Council of the City of Lino Lakes this 9th day of June, 2025.

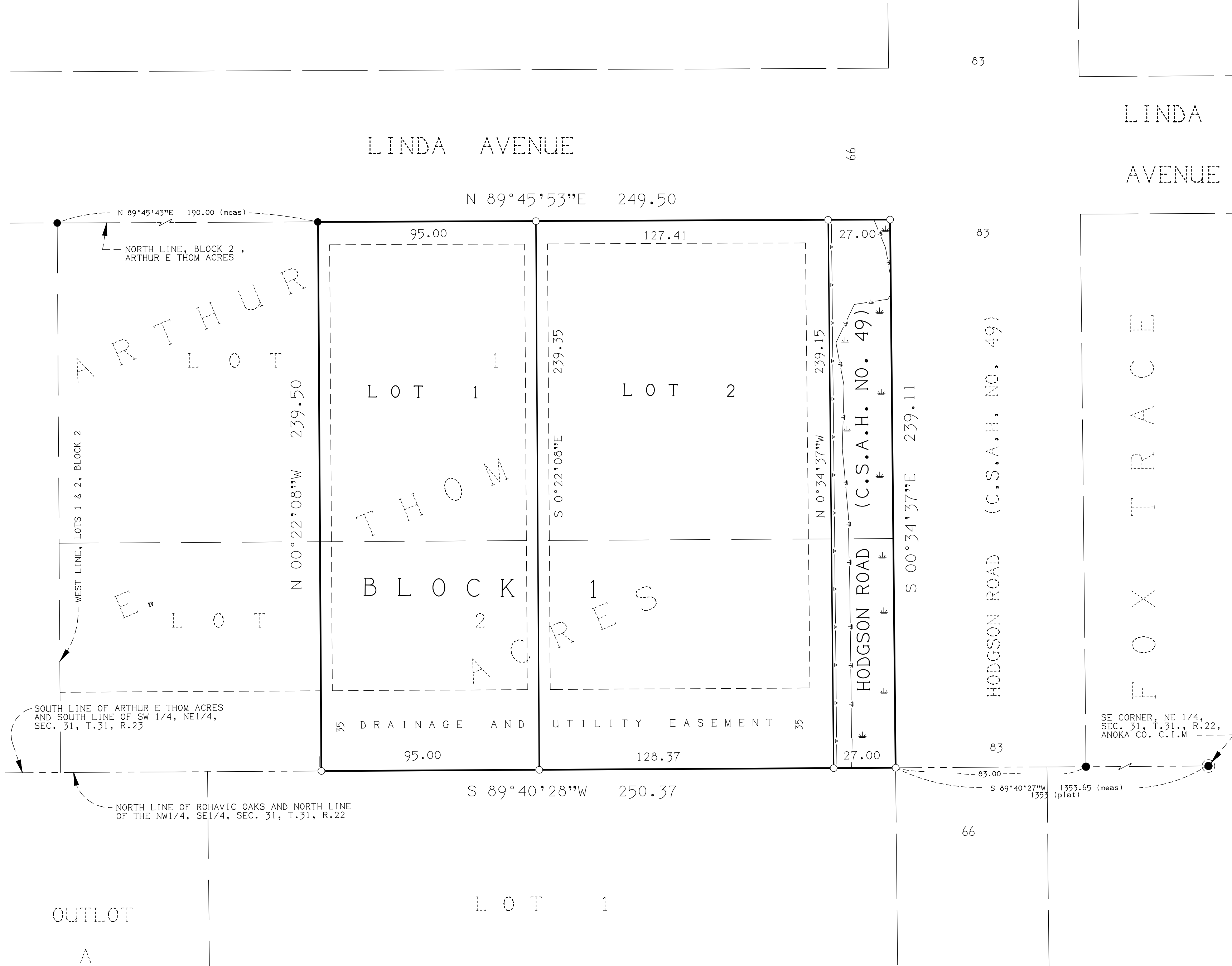
Rob Rafferty, Mayor

ATTEST:

Roberta Colotti, CMC, City Clerk

LINDA AVENUE ADDITION

CITY OF LINO LAKES
COUNTY OF ANOKA
SEC.31, T.31, R.22



KNOW ALL PERSONS BY THESE PRESENTS: That James M.Christiansen, a married man owner of the following described property:

Lots 1 and 2, Block 2, Arthur E Thom Acres, Anoka County Minnesota,
lying easterly of the west 190.00 feet thereof.

Has caused the same to be surveyed and platted as LINDA AVENUE ADDITION and does hereby dedicate to the public for public use the drainage and utility easements as created by this plat. Also dedicating to the County of Anoka the right of of access onto County State Aid Highway No. 49 as shown on the plat.

In witness whereof said James M Christiansen, a married man, has caused these presents to be signed
this ____ day of _____, 20____.

James M. Christiansen

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this ____ day of _____, 20____ by
James M. Christiansen, a married man.

(Signature)

(Print Name)

Notary Public, _____ County, _____

My Commission expires _____

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

Dated this ____ day of _____, 20____.

Randy L. Kurth, Licensed Land Surveyor
Minnesota License No. 20270

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this ____ day of _____, 20____ by Randy L. Kurth.

(Signature)

(Print Name)

Notary Public, _____ County, Minnesota

My Commission Expires _____

CITY COUNCIL, CITY OF LINO LAKES, MINNESOTA

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

City Council, City of Lino Lakes, Minnesota

Mayor

Clerk

COUNTY SURVEYOR

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

David M. Zieglmeier, Anoka County Surveyor

COUNTY AUDITOR/TREASURER

Pursuant to Minnesota Statutes, Section 505.21, Subd. 9, taxes payable in the year 20____ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this ____ day of _____, 20____.

Property Tax Administrator

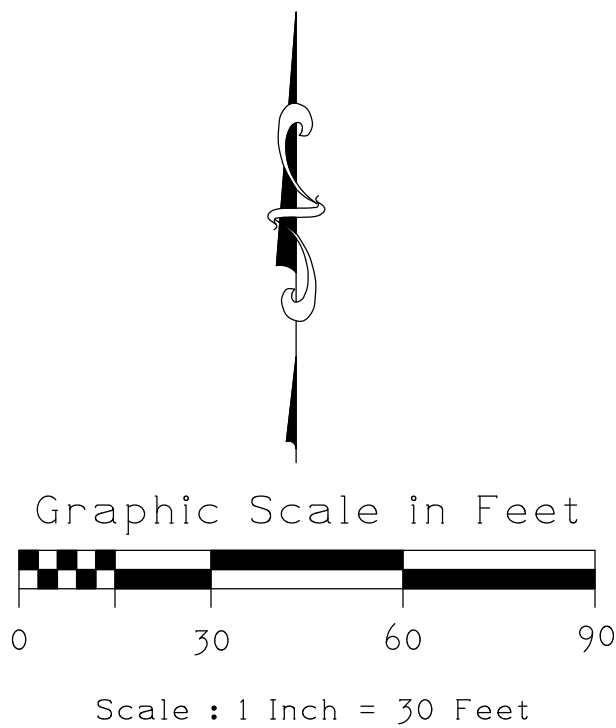
By _____, Deputy

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

I hereby certify that this plat of LINDA AVENUE ADDITION was filed in the office of the County Recorder/ Registrar of Titles for public record on this ____ day of _____, 20____, at ____ o'clock ____ M. and was duly recorded as Document Number _____.

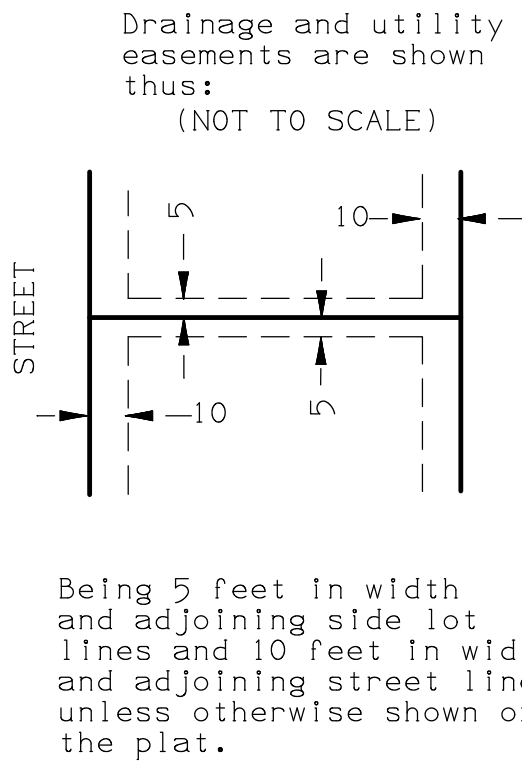
County Recorder/Registrar of Titles

By _____, Deputy



FOR THE PURPOSES OF THIS PLAT, THE SOUTH LINE OF ARTHUR E THOM ACRES IS ASSUMED TO BEAR SOUTH 89 DEGREES, 40 MINUTES, 27 SECONDS WEST

- Denotes 1/2 inch iron pipe monument found
- Denotes 1/2 inch by 14 inch iron pipe monument set or to be set within one year of the recording of this plat and capped LLS 20270.
- Denotes right of Access dedicated to Anoka County.



**CITY OF LINO LAKES
RESOLUTION NO. 25-82**

RESOLUTION APPROVING LINDA AVENUE ADDITION DEVELOPMENT AGREEMENT

WHEREAS, on June 9, 2025 the City Council passed Resolution No. 25-81 approving the Linda Avenue Addition final plat; and

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

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lino Lakes approves the Development Agreement between James M. Christiansen and the City of Lino Lakes for Linda Avenue Addition and authorizes the Mayor and City Clerk to execute such agreement on behalf of the City

Adopted by the City Council of the City of Lino Lakes this 9th day of June, 2025.

Rob Rafferty, Mayor

ATTEST:

Roberta Colotti, CMC, City Clerk

DEVELOPMENT AGREEMENT

Linda Avenue Addition

THIS AGREEMENT is made this ____ day of _____, 2025, by and between the City of Lino Lakes ("City"), a Minnesota municipal corporation, and James M. Christiansen ("Developer").

1. **Subdivision.** Developer received preliminary plat approval from the City by Resolution No. 24-69 for a plat known as Linda Avenue Addition ("Subdivision"). Unless otherwise stated, all terms and conditions of this Agreement relate to work within the Subdivision.
2. **Final Plat Approval.** The City's approval of the final plat of Linda Avenue Addition is contingent upon execution and delivery of this agreement, all required petitions, bonds, security, and other documents required by the City, and satisfaction of all conditions of approval required by Resolution No. 25-81. The Final Plat including 2 lots is attached hereto as Exhibit A.
3. **Phased Development.** Not applicable, no subsequent additions possible.
4. **Developer Plans.**
 - a. The Subdivision shall be developed in accordance with the following Developer Plans, original copies of which are on file with the City Engineer. The Developer Plans may be prepared and revised after entering into this Agreement but must be approved by the City before commencement of any work. If the plans vary from the written terms of this Agreement, this Agreement shall control.
 - b. The Developer Plans as of the date of this Agreement are:
 - i. Linda Avenue Addition Civil Plan Set prepared by Plowe Engineering, Inc. dated March 12, 2025.
 - ii. Linda Avenue Addition Landscape Plan prepared by Plowe Engineering, Inc. dated July 16, 2024.
5. **Permits.** The Developer shall be responsible for securing all site grading and development approvals and all other required permits from all appropriate Federal, State, Regional and Local jurisdictions prior to the commencement of site grading or construction and prior to the City awarding construction contracts for public improvements.
6. **Developer Improvements.** The Developer shall secure a contractor to install the improvements described in this paragraph, or otherwise required herein to be installed

by Developer, hereinafter referred to as the “Developer Improvements,” which contractor shall be approved by the City in its absolute and sole discretion. The Developer Improvements shall be constructed per the City Standard Specifications for Construction January 2024, current version.

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

a. Site Grading

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

b. Grading and Erosion Control

- i. The Developer shall grade the site to within 0.2 foot of the grades shown on the approved grading plan. No deviations will be allowed unless a revised plan is submitted and approved in writing by the City and all other regulatory agencies.
- ii. The street right-of-way, storm water storage ponds, and surface water drainage ways shall be graded prior to commencement of utility construction. Four inches of topsoil and a City approved seed mix shall be installed within disturbed areas, and seed mix information shall be provided to the City. Surface water management systems shall be maintained by the Developer until they are accepted by the City.
- iii. The Developer shall be responsible for ascertaining that site geotechnical and groundwater conditions are adequate and conforming with the grading and site improvement as proposed. The Developer shall provide testing from an approved testing company.
- iv. The Developer’s engineer shall certify in writing, with an as-built survey, that all grading complies with the approved grading plan prior to issuance of any building permits.

- v. The Developer shall promptly clear dirt and debris within public rights-of-way and drainage and utility easements resulting from construction by the Developer, its purchasers, builders and contractors within five (5) days after notification by the City. The Developer shall be responsible for all necessary street and storm sewer maintenance, including street sweeping, until all home construction is completed, unless otherwise released by the City. Warning signs shall be placed when hazards develop in streets to prevent the public from traveling on them, including detour signs if necessary. If and when the streets become impassable, such streets shall be barricaded and closed. The Developer shall maintain a smooth, hard driving surface and adequate drainage on all temporary streets. If the Developer chooses to have the City snow plow the streets before the wear course is installed and in order to provide access to the Development area, the Developer shall be responsible for damage such as curb and gutter replacement caused by the City's snow removal process.
- c. Final street grading, subbase, gravel base, concrete curb and gutter, and bituminous base and wear course, street signs and striping shall be furnished and installed.
- d. Sidewalks, trails and street lighting are not applicable.
- e. Storm sewers, when determined to be necessary by the City Engineer, including all necessary laterals, catch basins, inlets and other appurtenances, shall be furnished and installed.
- f. Sanitary sewer mains, laterals or extensions, including all necessary building services and other appurtenances, shall be furnished and installed.
- g. Water mains, laterals or extensions, including all necessary building services, hydrants, valves and other appurtenances, shall be furnished and installed.
- h. The Developer shall place iron monuments at all lot, block, and outlot corners and at all other angle points on boundary lines consistent with the final plat. Iron monuments shall be placed after all street and lawn grading has been completed in order to preserve the lot markers for future property owners. Lot corner irons on the back property line shall be installed so that the top of the iron corresponds to the finished ground elevation in accordance with the approved grading plan. Guard stakes shall be appropriately installed to mark these irons.

- i. Landscaping shall be furnished and installed in accordance with the approved plans. The landscaping shall be maintained by the Developer until accepted by the City's Environmental Coordinator.

Developer shall be responsible for vegetative restoration of ponding areas, outlots, wetland mitigation areas, and other native planting areas identified on the plans in accordance with City Standard Specifications for Construction. Developer shall provide a contract with a qualified firm for the establishment and maintenance of all open space / native plant areas. Said contract shall cover a minimum of the 3 year establishment period, from the date of planting.

- j. The Developer shall arrange for all gas, telecommunications, cable, internet, electric, and other necessary private utility services to the Subdivision in accordance with City Code and State law. The utilities are required to be located within a joint trench. Street light installations shall be initiated by the Developer with City Engineer approval. The Developer is solely responsible for the cost of private utility and internet installation.
 - k. The Developer shall install mailboxes in accordance with Federal and Postal Service regulations.
 - l. The Developer shall install wetland buffer signs per City standard detail plates prior to the issuance of building permits.
7. **Time of Performance.** The Developer shall install all required improvements enumerated in Paragraph 6 by November 30 2025. The Developer may request a reasonable extension of time from the City. If the extension is granted, it shall be conditioned upon updating the security posted by the Developer to reflect cost increases and the extended completion date.

8. **City Improvements.**

No City installed improvements are proposed to be constructed for this subdivision.

9. **Record Drawings.**

- a. Upon project completion, Developer shall submit record drawings, in electronic format, of all public and private infrastructure improvements, including grading, sanitary sewer, watermain, storm sewer facilities, and roads, constructed by Developer. The files shall be drawn in Anoka County NAD 83 Coordinate system and provided in both AutoCAD .dwg and Adobe .pdf file formats. The plans shall include accurate locations, dimensions, elevations, grades, slopes and all other pertinent information concerning the complete work.

- b. The Developer shall submit certified compaction testing results for the site grading operations that certify that grading work meets pertinent compaction requirements for the project.
- c. A summary of the record plan attribute data for the storm sewer, watermain, and sanitary sewer structures and pipes shall be submitted in the form of an Excel Spreadsheet as provided by the City Engineer.
- d. No securities will be fully released until all record drawings have been submitted and accepted by the City Engineer.

10. Faithful Performance of Construction Contracts and Security.

- a. The Developer will fully and faithfully comply with all terms and conditions of any and all contracts entered into by the Developer for the installation and construction of all Developer Improvements. Concurrent with the execution hereof by the Developer, the Developer will furnish to, and at all times thereafter maintain with the City, a cash deposit, certified check, or Irrevocable Letter of Credit, based on one hundred fifty (150%) percent of the total estimated cost of Developer's Improvements as determined by the City Engineer.
- b. Irrevocable Letter of Credit. If an Irrevocable Letter of Credit is utilized, it shall be for the exclusive use and benefit of the City of Lino Lakes and shall state that it is issued to guarantee and assure performance by the Developer of all the terms and conditions of this Development Agreement and construction of all required improvements referenced therein in accordance with the ordinances and specifications of the City. The letter shall be in a form, and from a bank, as approved by the City. The City reserves the right to draw, in whole or in part, on any portion of the Irrevocable Letter of Credit for the purpose of guaranteeing the terms and conditions of this agreement. The Irrevocable Letter of Credit shall be automatically extended for additional periods of one year from present or future expiration dates on an annual basis, unless at least sixty (60) days prior to the expiration date, the Community Development Director and City Engineer, are notified by certified mail or overnight courier, that the Letter of Credit will not be extended.
- c. Public Improvement Surety Agreement not applicable.
- d. Reduction of Security. The Developer may request reduction of the Letter of Credit or cash deposit based on prepayment or the value of the completed improvements at the time of the requested reduction.

11. **Warranty.** The Developer warrants all utility work required to be performed by it against poor material and faulty workmanship for a period of two years after its completion and

acceptance by the City. All new streets shall be warranted by the developer for a period of one year from the time the final inspection of the street is completed and accepted by the City Council. All trees, grass and sod shall be warranted to be alive, of good quality and disease free for 12 months after planting. Prior to final acceptance of the Developer Improvements the City shall require a Surety Bond or Cash Escrow to cover the warranty provisions of this Agreement. The amount shall be 20 % of the original cost of construction identify in Exhibit B.

12. **Dedication.** The Developer shall dedicate to the City, at no cost to the City, any permanent or temporary easements that may be necessary for the construction and installation of the Developer Improvements. All such easements required by the City shall be in writing, in recordable form, containing such terms and conditions as the City shall determine.
13. **Ownership of Improvements.** Upon completion and City acceptance of the work and construction required by this Agreement, the public improvements lying within public rights-of-way and easements shall become City property without further notice or action unless the improvements are to be deemed private infrastructure.
14. **Recording and Release.** The Developer agrees that the terms of this Development Agreement shall be a covenant on any and all property included in the Subdivision. The Developer agrees that the City shall have the right to record a copy of this Development Agreement with the Anoka County Recorder to give notice to future purchasers and owners. This shall be recorded against the Subdivision described on Page 1.
15. **Escrow for City's Costs.**
 - a. The Developer agrees to establish a non-interest bearing escrow account with the City in an amount determined by the City Administrator or their designee for the payment of all costs incurred by the City related to the development of the Subdivision including, but not limited to, the following (See Exhibit B for breakdown of costs):
 - i. Planning/ Review
 - ii. Administration - 3% of Developer Improvement Costs
 - iii. City Engineering and Legal
 - iv. Street lighting installation (by utility company, developer to initiate)
 - v. Boulevard tree planting
 - vi. Street, storm sewer and pond maintenance

vii. Property Taxes. Should the recording of the Final Plat occur after July 1st, any and all property taxes on any public property dedicated as a part of this plat shall be the responsibility of the Developer.

b. If the above escrow amounts are insufficient, the Developer shall make such additional deposits as required by the City. The City shall have a right to reimburse itself from the Escrow with suitable documentation supporting the charges.

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

a. Park Dedication

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

$$1 \text{ units} \times \$3,500 \text{ per unit} = \$3,500$$

b. The Developer shall pay 15 months of maintenance and energy costs for street lights installed within the Subject Property at the rate of \$8/month/light. After that the City will assume the costs.

c. GIS Mapping Fees

d. Trunk Sewer Connection Fees

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

Trunk Charge

The trunk charge shall be paid at the time of subdivision approval or at the time of hook-up, whichever is first. Residential trunk charges are based on one unit per dwelling unit.

Sanitary Sewer

\$1,801.00 Per Unit

Availability Charge

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

MCES.

City Sewer (CSAC)

\$1,686.00 Per SAC Unit

Trunk sewer unit charges addressed under this paragraph are in addition to any SAC charges imposed by Metropolitan Council Environmental Services. An estimate of the total charge is specified in Exhibit B.

e. Trunk Water Connection Fees

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

Trunk Charge

The trunk charge shall be paid at the time of subdivision approval or at the time of hook-up, whichever is first. Residential trunk charges are based on one unit per dwelling unit.

Water

\$2,588.00 Per Unit

Availability Charge

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

City Water (CWAC)

\$1,628.00 Per SAC Unit

An estimate of the total charge and the trunk utility credit for developer installed trunk oversizing is specified in Exhibit B.

f. Surface Water Management Area Charges

The City established a trunk area charge to uniformly distribute the costs of public trunk surface water infrastructure and water quality improvements. The Surface Water Management Charge shall be based on developable acreage, in the amount specified in Exhibit B. The charge shall be paid at the time of subdivision approval.

17. Assessment of Charges and Waiver of Rights.

- a. In consideration of the construction of City Improvements listed in Section 7 and /or provision of sewer, water and storm water services, the Developer agrees that the costs of City Improvements together with Trunk Sewer Unit Charge, Trunk Water Unit Charge and the Surface Water Management Area Charge (collectively, "the Charges") may be assessed against the Subdivision parcels. The Developer hereby waives any and all procedural and substantive objections to the special assessments, including notice and hearing requirements, any claim that the assessments exceed the benefit to the properties, and any right to appeal.
- b. Unless the Developer pays the entire balance owed for the Charges contemporaneously with the execution of this Agreement, the Developer shall provide to the City a cash escrow or irrevocable letter of credit in an amount equal to 35% of the total assessments for the Charges as estimated by the City Engineer (see Exhibit B). The letter of credit shall be in a form, and from a bank, as approved by the City. The letter of credit or cash escrow may be used by the City upon default by Developer in the payment of special assessments. The cash escrow or letter of credit shall remain in place throughout the term of the special assessments. The letter of credit may not be terminated without the City's written consent.
- c. Developer, its heirs, successors or assigns, agrees that within 30 days after the date of sale of a lot, the Developer, its heirs, successors or assigns, at its own cost and expense, shall pay the entire unpaid charges assessed or to be assessed under this Agreement against such property.
- d. If a certificate of occupancy is issued before the special assessments have been levied, the Developer, its heirs, successors or assigns shall pay the City the sum of cash equal to 120% of the Engineer's estimate of the special assessments for such Charges that would be levied against the property. Upon such payment the City shall issue a certificate showing the assessments are paid in full. Notwithstanding the issuance of said certificate, the Developer shall be liable to the City for any deficiency and the City shall pay the Developer any surplus arising from the payment based upon such estimate.
- e. Acceleration of Special Assessments upon Default. In the event the Developer violates any of the covenants, conditions or agreements herein, violates any ordinance, rule or regulation of the City, County of Anoka, State of Minnesota or other governmental entity having jurisdiction over the plat or development, or fails to pay when due any installment of any special assessment levied pursuant to this agreement, or any interest thereon, the City at its option, in addition to its rights and remedies hereunder, after 10 days written notice to the Developer,

may declare all of the unpaid special assessments which are then estimated or levied pursuant to this agreement due and payable in full, with interest. The City may seek recovery of such special assessments due and payable from the security provided herein. In the event that such security is insufficient to pay the outstanding amount of such special assessments plus accrued interest the City may certify such outstanding special assessments in full to the County Auditor pursuant to Minnesota Statutes section 429.061, subdivision 3, for collection the following year. The City, at its option, may commence legal action against the Developer to collect the entire unpaid balance of the special assessments then estimated or levied pursuant hereto, with interest, including reasonable attorney's fees, and Developer shall be liable for such special assessments and, if more than one, such liability shall be joint and several. In addition to any other rights and remedies upon Developer's default, the City may refuse to issue building permits and/or Certificates of Occupancy for any property within the Subdivision until such time as such default has been corrected to the satisfaction of the City. The Developer agrees to reimburse the City for all costs incurred by the City in the enforcement of this agreement, or any portion thereof, including court costs and reasonable engineering and attorneys' fees, if the City prevails in any enforcement action.

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

- a. Site grading, certified compaction testing, City sewer, water, storm sewer, and bituminous base construction of the streets, temporary street signs, gas, electric, telecommunication, cable and internet are installed and approved by the City, except as provided below
 - i. Model Homes: Not applicable.
 - ii. Building permits for model homes not applicable.

19. Special Provisions.

- a. A six (6) ft high privacy fence shall be installed along the east lot line of Lot 2 prior to issuing certificates of occupancy for Lot 2.
 - i. A fence permit is required.

20. Hours of Construction Activity.

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

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

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

22. **Developer's Default.** In the event of default by the Developer as to any of the work to be performed by it hereunder, the City may, at its option, perform the work and the Developer shall promptly reimburse the City for any expense incurred by the City, including but not limited to attorney and engineering fees, provided the Developer is first given notice of the work in default, not less than 48 hours in advance. This Agreement is a license for the City to act, and it shall not be necessary for the City to seek a court order for permission to enter the land. When the City does any such work, the City may, in addition to its other remedies, levy the cost in whole or in part as a special assessment against the Subject Property. Developer waives its rights to notice of hearing and hearing on such assessments and its right to appeal such assessments pursuant to Minnesota Statutes, chapter 429.

23. **General.**

a. Binding Effect

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

b. Validity.

If a portion, section, subsection, sentence, clause, paragraph or phrase in this agreement is for any reason held to be invalid by a court of competent

jurisdiction, such decision shall not affect or void any of the other provisions of the Development Agreement.

c. Notices

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

James Christiansen
2 Blue Flag Ct
North Oaks MN 55127
jim1056@me.com

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

24. **Land Use Controls - Planned Unit Development. Not Applicable**

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

CITY OF LINO LAKES

By _____
Mayor

ATTEST

By _____
City Clerk

STATE OF MINNESOTA)
) SS
COUNTY OF ANOKA)

This instrument was acknowledged before me on _____ day of _____, 2025,
by Rob Rafferty as Mayor of the City of Lino Lakes on behalf of said City.

Notary Public

STATE OF MINNESOTA)
) SS
COUNTY OF ANOKA)

This instrument was acknowledged before me on _____ day of _____, 2025,
by Roberta Colotti as City Clerk of the City of Lino Lakes on behalf of said City.

Notary Public

THIS PAGE INTENTIONALLY LEFT BLANK

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

DEVELOPER

By _____

Its _____

STATE OF MINNESOTA)
) SS
COUNTY OF _____)

On this _____ day of _____, 2025, before me, a Notary Public within and for said County, personally appeared _____, _____ of _____ (Developer), who executed the foregoing instrument.

Notary Public

This instrument was drafted by:

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

CONSENT AND SUBORDINATION

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

IN WITNESS WHEREOF, _____, has caused this Consent and Subordination to be executed this ____ day of _____, 2025.

By:

Its:

STATE OF MINNESOTA)
) SS
COUNTY OF _____)

On this _____ day of _____, 2025, before me, a Notary Public within and for said County, personally appeared _____, who executed the foregoing instrument.

Notary Public

EXHIBIT A

Final Plat

Legal Description for Recording Purposes

All lots, blocks, and outlots contained in Linda Avenue Addition
according to the recorded plat thereof.

LINDA AVENUE ADDITION

CITY OF LINO LAKES
COUNTY OF ANOKA
SEC.31, T.31, R.22



KNOW ALL PERSONS BY THESE PRESENTS: That James M.Christiansen, a married man owner of the following described property:
Lots 1 and 2, Block 2, Arthur E Thom Acres, Anoka County Minnesota,
lying easterly of the west 190.00 feet thereof.

Has caused the same to be surveyed and platted as LINDA AVENUE ADDITION and does hereby dedicate to the public for public use the drainage and utility easements as created by this plat. Also dedicating to the County of Anoka the right of of access onto County State Aid Highway No. 49 as shown on the plat.

In witness whereof said James M Christiansen, a married man, has caused these presents to be signed
this ____ day of _____, 20____.

James M. Christiansen

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this ____ day of _____, 20____ by
James M. Christiansen, a married man.

(Signature)

(Print Name)

Notary Public, _____ County, _____
My Commission expires _____

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

Dated this ____ day of _____, 20____.

Randy L. Kurth, Licensed Land Surveyor
Minnesota License No. 20270

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this ____ day of _____, 20____ by Randy L. Kurth.

(Signature)

(Print Name)

Notary Public, _____ County, Minnesota
My Commission Expires _____

CITY COUNCIL, CITY OF LINO LAKES, MINNESOTA

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

City Council, City of Lino Lakes, Minnesota

Mayor

Clerk

COUNTY SURVEYOR

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

David M. Zieglmeier, Anoka County Surveyor

COUNTY AUDITOR/TREASURER

Pursuant to Minnesota Statutes, Section 505.21, Subd. 9, taxes payable in the year 20____ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this ____ day of _____, 20____.

Property Tax Administrator

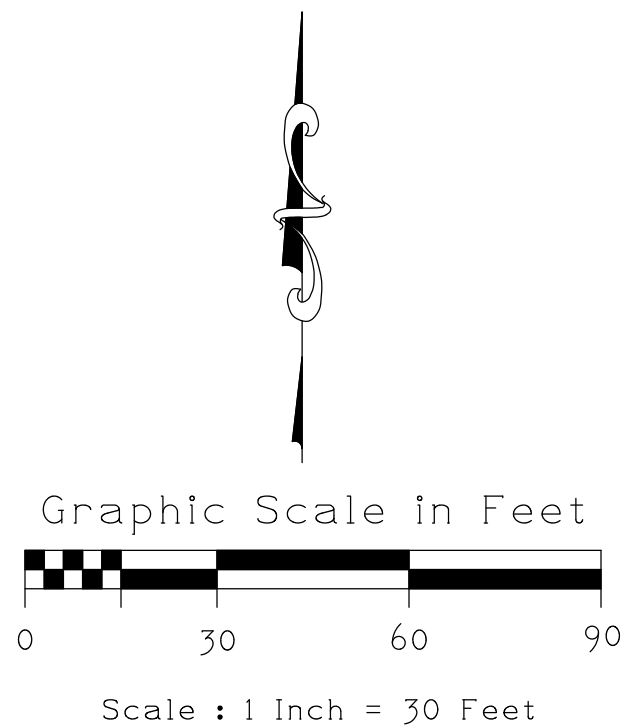
By _____, Deputy

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

I hereby certify that this plat of LINDA AVENUE ADDITION was filed in the office of the County Recorder/ Registrar of Titles for public record on this ____ day of _____, 20____, at ____ o'clock ____M. and was duly recorded as Document Number _____.

County Recorder/Registrar of Titles

By _____, Deputy



FOR THE PURPOSES OF THIS PLAT, THE SOUTH LINE OF ARTHUR E THOM ACRES IS ASSUMED TO BEAR SOUTH 89 DEGREES, 40 MINUTES, 27 SECONDS WEST

- Denotes 1/2 inch iron pipe monument found
- Denotes 1/2 inch by 14 inch iron pipe monument set or to be set within one year of the recording of this plat and capped LLS 20270.
- Denotes right of Access dedicated to Anoka County.

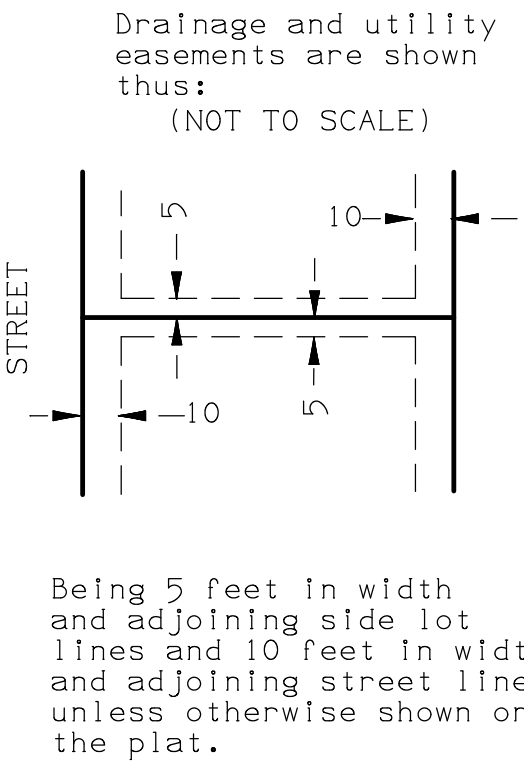


EXHIBIT B

Securities, Escrows & Fees

EXHIBIT B
Securities, Escrows & Fees

PROJECT: Linda Avenue Addition	NUMBER OF REU's:	2
APPLICANT: James M. Christiansen	NO. OF LOT FRONTAGE:	3
	AREA (ACRES):	1.22

IMPROVEMENTS	COST
<u>DEVELOPER IMPROVEMENT COSTS (Public)</u>	
SITE GRADING	\$3,720
EROSION CONTROL	\$1,513
LANDSCAPING	\$3,841
TRAIL	\$0
STREETS	\$0
STORM SEWER CONST.	\$0
SANITARY SEWER CONST.	\$0
WATERMAIN CONST.	\$0
ENGINEERING & SURVEYING	\$0
Total	\$9,074
Letter of Credit Amount X 150%	\$13,611

<u>ESCROW for CITY'S COSTS</u>	
PLANNING/ REVIEW	\$0
ADMINISTRATION	\$280
ENGINEER PLAN REVIEW	\$2,000
ENGINEER CONSTRUCTION SERVICES	\$3,500
PROJECT FINAL DOCUMENTS & CITY ENGINEER	\$2,000
STREET LIGHT INSTALLATION	\$0
STREET & STORMWATER MAINTENANCE	\$1,000
PROPERTY TAXES	\$0
BOULEVARD TREE PLANTING	\$1,800
Total	\$10,580

<u>DEVELOPMENT FEES</u>	
PARK DEDICATION	\$3,500
PARK DEDICATION CREDIT	\$0
Subtotal Park Dedication Fee	\$3,500
AUAR	\$0
GIS MAPPING FEE	\$180
STREET LIGHTING OPERATION	\$0
Total	\$3,680

TRUNK SANITARY SEWER	
TRUNK CHARGE PER (ACRE OR UNIT)	\$3,602
AVAILABILITY CHARGE PER SAC UNIT	\$3,372
LATERAL SERVICE CONNECTION FEE \$80.10/FT	\$19,985
TRUNK WATERMAIN	
TRUNK CHARGE PER (ACRE OR UNIT)	\$5,176
AVAILABILITY CHARGE PER SAC UNIT	\$3,256
LATERAL SERVICE CONNECTION FEE \$75.10/FT	\$18,737
TOTAL TRUNK SEWER & WATER FEES	\$54,128
SURFACE WATER MANAGEMENT	
SURFACE WATER MANAGEMENT CREDIT	\$10,058
TOTAL SURFACE WATER MANAGEMENT FEES	\$0
Total	\$64,186

<u>SUMMARY OF SECURITIES, ESCROW & FEES</u>	
SECURITY: DEVELOPER IMP'MENT COSTS	\$13,611
ESCROW FOR CITY COSTS	\$10,580
DEVELOPMENT FEES	\$3,680
SECURITY: TRUNK FEES	\$64,186



Memorandum

To: Katie Larsen, Lino Lakes City Planner

From: Kris Keller PE, WSB
Diane Hankee PE, Lino Lakes City Engineer

Date: May 7, 2025

Re: Linda Avenue Addition
Preliminary Plat & Civil Plan Review
025258-000

As requested by City staff, WSB reviewed the Final Plat and Civil Plans for the Linda Avenue Addition in Lino Lakes, MN, prepared by Plowe Engineering and received March 21, 2025. Our comments were made on the following documents:

- Linda Avenue Addition – Civil Plans prepared by Plowe Engineering, dated March 12, 2025.

The following review comments should be responded to in writing by the applicant. There are additional redline comments on the plan set that should be responded to as well. Not all redline comments are in the review memo.

Plowe (3/12/2025) responses in **red**.
WSB (5/7/2025) responses and new comments in **blue**.

Engineering

- **Grading**

The Linda Avenue Addition grading consists of grading the original single-family lot to create two (2) single-family lots. There is a rural section along both Linda Avenue and Hodgson Road/CSAH 49 with driveway accesses and culverts on Linda Avenue. A drainage swale generally flows clockwise around the lots at minimal grade discharging to the southwest.

Comments:

1. ~~Maintain minimum 2% slopes with all drainage swales.~~
~~(Plowe 4/2/2025) Pads were raised and swales were redone for minimum 2% swales.~~
(WSB 4/18/2025) Complete
2. Provide existing grading information along the shared property line to the west
 - ~~Provide elevation shots at the base of the adjacent building~~
~~(Plowe 4/2/2025) Shots Provided~~
(WSB 4/18/2025) Complete

3. ~~Call out EOF locations for the culverts across the driveways.~~
~~(Plowe 4/2/2025) EOF locations are called out~~
~~(WSB 4/18/2025) Complete~~
4. ~~End the east side of the western culvert after the driveway and regrade the area to the bottom of the ditch. The driveway elevation should not be extended to the east.~~
~~(Plowe 4/2/2025) Ditch extended to the west and the culvert was shortened so the driveway cannot be extended eastward.~~
~~(WSB 4/18/2025) Complete~~
5. ~~Verify the existing elevations between the rear grading limits and the existing tree line to show that water is able to make it to the tree line.~~
 - ~~Currently it is shown as ~1% grade from the 901 to 900 contours~~
~~(Plowe 4/2/2025) The entire site was regraded including the swales to have at least 2% drainage to the tree line.~~
~~(WSB 4/18/2025) Complete~~
6. (WSB 4/18/2025) Low floor elevations of building pads have been lowered from 901.1 to 896.4.
 - Per city ordinance your low floor needs to be a minimum of 4' above the seasonal high groundwater. The seasonal high groundwater level shall be determined within 12 months of proposed construction of the structure by a soil scientist or geotechnical engineer registered in the State of Minnesota as indicated by redoximorphic features such as mottling within the soil or by direct groundwater observation.

- **Stormwater Management**

Stormwater management is not required under City ordinance. Anoka County Highway Department (ACHD) requires drainage calculations and that the post-developed rate/volume of runoff must not exceed the pre-developed rate/volume of runoff for the 10-year storm event.

- **Water Supply**

The proposed water will be supplied by two existing 1-inch Type K copper services extended to the lots from Linda Avenue.

Comments:

1. ~~Verify the existing well has been abandoned/sealed per MDH requirements prior to construction.~~
 - ~~Note the existing well may be left in place for non-potable irrigation use if MDH setbacks can be met from the proposed utility services.~~
~~(Plowe 4/2/2025) Two wells on site have been sealed. Documentation is provided as part of this submittal.~~

~~(WSB 4/18/2025) Complete~~

~~2. Locate the existing curb stops for both houses.~~

- ~~• City Public Works requires that both curb stops be replaced.~~

~~(Plowe 4/2/2025) A note has been made on the Title (C0) and Utility (C2) Sheets.~~

~~(WSB 4/18/2025) Complete~~

- **Sanitary Sewer**

The proposed sanitary sewer will be supplied by two existing 4-inch diameter Schedule 40 PVC gravity service pipes extended to the lots from Linda Avenue.

Comments:

- ~~1. Provide proof to the City that the existing septic system has been removed per Anoka County requirements prior to construction.~~

~~(Plowe 4/2/2025) Owner provided proof of removal as part of this submittal~~

~~(WSB 4/18/2025) Complete~~

- **Transportation**

There is minimal impact to traffic or roads as this development simply splits the existing single-family lot into two smaller single family lots which will not generate significantly more traffic.

- **Trails and sidewalks**

There are no existing trails or sidewalks adjacent to the proposed development with none being proposed.

- **Wetlands and Mitigation Plan**

Wetlands on the site were delineated and a WCA Notice of Decision was provided. There are no wetland impacts proposed with the project.

- **Landscaping**

~~The Linda Avenue Addition Site Landscape Plan will be reviewed by staff and the City's Environmental Coordinator. The Environmental Coordinator will provide separate comments.~~

~~(Plowe 4/2/2025) Comments addressed (see next section)~~

~~(WSB 4/18/2025) Complete~~

- **Floodplain**

The Linda Avenue Addition does not impact floodplain.

- **Drainage and Utility Easements**

The only existing easement for the lot is a United Power Association easement along the southern 35' feet of the lot which is to remain across both proposed lots.

~~(Plowe 4/2/2025) Surveyor to update PLAT and associated plans to provide the required easements, ROWs, setbacks, etc. See attachments (BNDY SURVEY-RESOURCE, TREES AND PRE-PLAT) dated 7-16-24.~~

~~(WSB 4/18/2025) Complete~~

- ~~• The proposed Lot 1 will have 10' in the front, 5' on the sides, and the 35' UPA easement in the back.~~
- ~~• The proposed Lot 2 will have 10' in the front, 5' on the side common with Lot 1, 40' on the side common to Hodgson Road/GSAH 49 and the 35' UPA easement in the back.~~
- ~~• The applicant is dedicating a drainage and utility easement over the back 35'. This would in the same location as the UPA easement and permissions maybe required.~~

~~Note that the eastern 17' of the parent lot will be dedicated for the Hodgson/ CSAH 49 right of way. Anoka County is requiring 27' (60' total) dedicated right of way west of centerline.~~

~~(WSB 4/18/2025) Complete—See Final Plat~~

- **Development Agreement**

A development agreement will be required with the final plat.

- **Grading Agreement**

No grading agreement is required for this site.

- **Stormwater Maintenance Agreement**

No stormwater maintenance declaration agreement is required for this site.

- **Permits Required**

- ~~1. City of Lino Lakes Zoning Permit for Construction~~

~~(Plowe 4/2/2025) Noted~~

~~(WSB 4/18/2025) Complete~~

- ~~2. NPDES General Construction Permit~~

~~(Plowe 4/2/2025) To be applied for prior to construction~~

~~(WSB 4/18/2025) Complete~~

- ~~3. Anoka County Highway Department (ACHD) permit (if necessary)~~

~~(Plowe 4/2/2025) Not needed~~

~~(WSB 4/18/2025) Complete~~

If you or the applicant have any questions regarding these comments, please contact Kris Keller at (612) 419-3083 or kkeller@wsbeng.com. You may also contact Diane Hanke at (651) 982-2430 or dhanke@linolakes.us.

**CITY COUNCIL
REGULAR MEETING STAFF REPORT
AGENDA ITEM 7D**

STAFF ORIGINATOR: Katie Larsen, City Planner

MEETING DATE: June 9, 2025

TOPIC: Consider Resolution No. 25-78 Approving Clearwater Commons Preliminary Plat

VOTE REQUIRED: Simple Majority

INTRODUCTION

The applicant, Capital Real Estate, Inc., submitted a land use application for Clearwater Commons preliminary plat and vacation. The preliminary plat is for three (3) commercial lots north of CSAH 14 (Main Street), west of I-35E, east of 21st Avenue North and south of the park and ride. A stand along Chipotle Restaurant is proposed on Lot 1.

Tentative Review Schedule:

Complete Application Date:	April 8, 2025
60-Day Deadline:	June 7, 2025
Environmental Board Meeting:	April 30, 2025
Park Board Meeting:	N/A
Planning & Zoning Board Meeting:	May 14, 2025
City Council Work Session:	June 2, 2025
City Council Meeting:	June 9, 2025

BACKGROUND

The Land Use Application is for the following:

- Preliminary Plat (Clearwater Commons)
 - 3 commercial lots
- Vacation-Permanent Utility and Drainage Easement

This staff report is based on the following information:

- Certificate of Survey prepared by Bogart, Pederson & Associates, Inc. dated January 10, 2025
- Resource Inventory prepared by Bogart, Pederson & Associates, Inc. dated January 10, 2025
- Preliminary Plat prepared by Bogart, Pederson & Associates, Inc. dated February 24, 2025
- Civil Plan Set prepared by Bogart, Pederson & Associates, Inc. dated March 7, 2025
- Stormwater Management Report prepared by Bogart, Pederson & Associates, Inc. dated March 7, 2025
- Project Narrative dated March 3, 2025
- Easement Exhibits prepared by Bogart, Pederson & Associates, Inc. dated February 24, 2025
- Traffic Study prepared by SSTS LLC dated April 2, 2025

ANALYSIS

Existing Site Conditions

The 14 acre site is one existing lot legally described as Outlot A, Alino Addition. Per the December 19, 2024 Preliminary Report of Geotechnical Exploration prepared by American Engineering Testing, the site is an existing agricultural property with fairly flat terrain towards the center and higher banks on the northwest and southeast corners. Elevations at the soil borings ranged from 911 feet to 904 feet. Wetlands exist on site.

Zoning and Land Use

The site is zoned GB, General Business and is guided commercial per the City's 2040 Comprehensive Plan. A restaurant is a permitted use.

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

Surrounding Zoning and Land Use

Direction	Zoning	Existing Land Use	Future Land Use
North	PUD, Planned Unit Development	Residential (Watermark)	Low Density Mixed Residential
South	GB, General Business	Commercial	Commercial

East	GB, General Business	Vacant Commercial	Commercial
West	City of Centerville	City of Centerville	City of Centerville

Subdivision Ordinance

Conformity with the Comprehensive Plan and Zoning Code

The preliminary plat is consistent with the comprehensive plan for commercial development and zoning code requirements for GB, General Business lot size and lot width.

	Lot Size	Lot Width
GB Requirements	20,000 sf	100 ft
Lot 1	44,006 sf	197.77 ft
Lot 2	27,588 sf	117.22 ft
Lot 3	27,820 sf	120.08 ft

Blocks and Lots

The proposed preliminary plat contains the following areas:

Parcel	Acres	Purpose
Lot 1, Block 1	1.01 acres	Chipotle Restaurant
Lot 2, Block 1	0.63 acres	Future Retail
Lot 3, Block 1	0.64 acres	Future Auto Service
Outlot A	11.88 acres	Future development
TOTAL	14.16 acres	

All additional road right-of-way along 21st Avenue North was dedicated on the Alino Addition final plat.

Sheet C1, Total Site Plan shows potential future development of the site. This is not a final plan. Future development of the outlots will require preliminary plat and final plat.

Streets and Alleys

CSAH 14 (Main Street) is an A-Minor Arterial Connector county road. No additional access points or driveways are allowed along this section of Main Street.

21st Avenue North is a minor collector City road.

Per Document #2075334.005, Declaration of Access Control, full access to the 14 acre site exists 600 feet north of Main Street from a private driveway, just south of the park and ride. The proposed access 300ft north of Main Street will be restricted to right in/right out.

There are no public streets being constructed within the development. The internal system will be private driveways.

A shared driveway and maintenance agreement will be required for all private driveways and joint off-street parking areas.

Easements

Standard drainage and utility easements at least 10 feet wide have been provided along the lot lines.

Public Land Dedication

The City will collect cash fee in lieu of land dedication for commercial development at the time of final plat.

Clearwater Commons	
2.28 acres x \$2,600 per acre =	\$5,928

Site and Building Plan Review

A separate land use application for Site and Building Plan Review for the proposed Chipotle Restaurant has been submitted. A restaurant is a permitted use in the GB, General Business district; therefore, site and building plans will be reviewed administratively by staff.

Grading Plan and Stormwater Management

Per the City Engineer Memo-Chipotle (Clearwater Commons) dated May 7, 2025:

Stormwater management for the Chipotle site consists of constructing an underground BMP on the east side of the site and leveraging an existing stormwater basin in the southwest corner of the site.

Pre- and Post- Development Discharge Rates (cfs)				
Condition	2-Year	10-Year	100-Year	10-Day Snowmelt

Existing	9.37	14.37	21.04	Not required
Proposed	8.23	10.24	20.89	Not required

Additional comments/revisions are noted in the attached City Engineer memo.

Public Utilities

The site will be municipally served by an 8" sanitary sewer main and 8" watermain along 21st Avenue North.

Tree Preservation, Mitigation Standards and Landscaping

Per the April 30, 2025 Environmental Board staff report, a resource inventory was completed for the project showing 10 trees proposed for impacts. 9 of the trees are poplar and 1 willow that would be considered significant trees. A survey of all significant trees onsite will be required along with noting where the proposed removals are within the site. Determinations should be made for the basic use area and any ESA's within the site. Final tree mitigation will be completed with each specific site.

Canopy cover, foundation landscaping, and screening requirements will be reviewed separately for each commercial development.

Signage

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

Impervious Surface Coverage

Impervious surface coverage will be reviewed during site and building plan review for each lot.

Traffic Study

A Traffic Study was prepared by SSTs, LLC dated April 2, 2025. The study analyzed the following intersections:

- Main St (CSAH 14) & 21st Avenue North
- 21st Avenue North and Bank Driveway
- 21st Avenue North and Michaud Way

Trip Generation

The Proposed Project is estimated to generate the following new trips (not including pass-by trips) on the roadway network:

- 107 trips (58 entering and 49 exiting) during the morning traffic peak hour
- 90 trips (45 entering and 45 exiting) during the evening traffic peak hour
- 1,496 daily trips

Table 4. Trip Generation

Land Use	ITE Land Use Code	Size	Trips Generated:				
			AM Peak		PM Peak		Weekday ADT
			Enter	Exit	Enter	Exit	
Fast Food - w/Drive Thru	934	2,325 s.f.	0	0	40	37	1,087
Quick Lubrication Vehicle Shop	941	1,870 s.f.	8	3	7	9	130
Coffee/Donut Shop - w/Drive Thru	937	2,230 s.f.	98	94	43	44	1,190
Totals - Gross			106	97	90	90	2,407
			203		180		
Pass-By Trips			48	48	45	45	911
			96		90		
Totals - Net			58	49	45	45	1,496
			107		90		

Level of Service

Level of Service (LOS) is used to describe the operating conditions and driver delay (measured in seconds) of an intersection. Operations are given letter designations from “A” (best operating conditions) to “F” (worst conditions).

City Code Section 1007.020, Site Plan Review and Section 1001.013(2)(c), Premature Subdivision establishes minimum Level Of Service (LOS) requirements. The ordinance states that if the LOS is A or B, the proposed subdivision shall not the degrade the LOS more than one grade. If the LOS is C or D, it shall not degrade the LOS. Intersections with a LOS of E or F must be improved to ensure a LOS of D or better.

	2025 Existing LOS (AM/PM)	2027 Build LOS (AM/PM)
Main St (CSAH 14) & 21 st Avenue North	A/B	B/B
21 st Avenue North and Bank Driveway	A/A	A/A
21 st Avenue North and Michaud Way	A/A	A/A

The proposed Level of Service does not degrade by more than one (1) LOS; therefore, the traffic generated by the proposed development is within the capabilities of the City.

EQB Environmental Review

The site is within the 2005 I-35E Corridor AUAR environmental review boundary. The AUAR was updated in May 2020. The AUAR identifies this site as commercial in the land use scenarios. The proposed 3 lot commercial preliminary plat is consistent with commercial development. No further environmental assessment is required.

Wetlands

The preliminary plat includes three (3) wetlands totaling 2.63 acres. These wetlands are not within the Wetland Management Corridor (WMC). There will be 28,356 sf of impacts to Wetland 3. These impacts will be mitigated via purchase of wetland banking credits.

The applicant will work with RCWD for Wetland Conservation Act regulations.

Shoreland District

The preliminary plat is not located in the Shoreland District.

Floodplain

There is no FEMA floodplain on site.

Additional City and Government Agency Review Comments

Anoka County Highway Department

Anoka County Highway Department comments are attached.

MN Department of Transportation

MNDOT comments are attached.

City of Centerville

City of Centerville comments are attached.

Public Safety Comments

The Lino Lakes Police and Fire Divisions reviewed the development and did not have any comments.

Environmental Board

The Environmental Board reviewed the project at their April 30, 2025 meeting and made recommendation with conditions as noted in the attached memo.

Planning & Zoning Board

The Planning & Zoning Board held a public hearing on May 14, 2025. There was one (1) public comment regarding pedestrian access and sidewalks. The Board recommended approval with a 7-0 vote.

Agreements

Stormwater Maintenance Agreement

The stormwater facilities will be privately maintained, and a Declaration for Maintenance of Stormwater Facilities will be required. Both the Rice Creek Watershed District (RCWD) and the City of Lino Lakes shall be parties to the Declaration

Development Agreement and Final Plat

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

Site Improvement Performance Agreement

Site Improvement Performance Agreements will be required for construction of the commercial buildings.

Comprehensive Plan

The Clearwater Commons preliminary plat is consistent with the goals and policies of the comprehensive plan regarding land use, housing, economic development, transportation, local water management plan, sanitary sewer, water supply and parks, greenway and trails.

Land Use Plan

The Comprehensive Plan guides this property for commercial use. The preliminary plat is consistent with commercial land use.

Housing Plan

The goals and policies of the Housing Plan are not negatively impacted by the three (3) lot commercial preliminary plat.

Economic Development

The three (3) lot commercial preliminary plat supports the City's economic development plan.

Transportation Plan

Goals of the Transportation Plan are to ensure that street and roads are as safe as possible and to reduce unnecessary traffic. CSAH 14 (Main Street) is an A-Minor Arterial Connector county road. 21st Avenue North is a minor collector City road.

The exiting road system can accommodate the traffic generated by the three (3) lot commercial preliminary plat.

Local Water Management Plan

The purpose of the water management program is to protect, preserve, and use natural surface and groundwater storage and retention systems and prevent erosion of soil into surface water systems. The commercial development will construct stormwater management BMP's such as curb, gutter, and stormwater ponds.

Sanitary Sewer Plan

The goal of the sanitary sewer plan is to maintain the city's residents and businesses with an affordable and safe sanitary sewer system. The three (3) lot commercial preliminary plat will be served by an affordable and safe sanitary sewer system.

Water Supply Plan

A goal of the water supply plan is to provide residents and businesses with affordable potable water that is safe and of high quality for daily consumption and fire demand. The three (3) lot commercial preliminary plat will be served with a safe and high quality water supply.

Parks, Greenways and Trails

A goal and policy of the parks, greenways and trails plan is to continue to development and fund recreational activities in the City. The City will require cash in lieu of land dedication for the three (3) new commercial lots.

Findings of Fact

The findings of fact are detailed in the attached resolution.

Vacation- Permanent Utility and Drainage Easement

A Permanent Utility and Drainage Easement per Doc. No. 2084186.005 exists in the southwest corner of the site. A portion of the easement will be vacated to accommodate development.

The City Council will hold the public hearing which is tentatively scheduled for June 9, 2025.

RECOMMENDATION

Staff and Planning & Zoning Board recommend approval of the Clearwater Commons preliminary plat.

ATTACHMENTS

1. Site Location & Aerial Map
2. Applicant Narrative
3. Clearwater Commons Preliminary Plat
4. Total Site Plan
5. City Engineer Memo dated May 7, 2025
6. Environmental Coordinator Memo dated May 5, 2025
7. Anoka County Highway Department Letter dated April 30, 2025
8. City of Centerville Letter dated May 6, 2025
9. MnDOT Letter dated May 14, 2025
10. Resolution No. 25-78 Approving Preliminary Plat

Attachment 1. Site Location/Aerial Map **Site Location & Aerial Map-Clearwater Commons**



Land Use Application
Clearwater Commons
Applicant: Capital Real Estate Inc.
Date Submitted: March 3, 2025

Project Narrative

Capital Real Estate Inc. is pleased to submit plans for a new commercial retail development at the northeast corner of Main Street and 21st Avenue North. We are proposing to subdivide the existing Outlot A, Alino Addition to create a 2.28 acre development abutting Main Street, further subdivided into three parcels. The proposed occupants of the lots include Chipotle, Valvoline and a third, to-be-determined use.

With this application, we are applying for the following entitlements:

- Preliminary Plat (5 to 40 acres);
- Vacation of existing Utility and Drainage easements (to be replaced with a reconfigured easement area);
- [Final plat to follow by separate application].

The intent of the Project is to provide and construct a commercial development with associated infrastructure that includes grading for a drive aisle connection to 21st Avenue north to serve three (3) retail buildings and associated site improvements, including parking lot areas, stormwater improvements and landscaping (the “**Project**”). At the same time, the applicant is proposing to construct an interior private drive to connect the Project to the existing drive aisle to the north, which runs along the south boundary of the existing park-n-ride facility and out to 21st Avenue North. Construction is expected to begin in Summer 2025 following watershed district approvals, preliminary and final plat approval and Site Plan Approval from the City of Lino Lakes.

Per the checklist for Preliminary Plat requirements:

Item 104. This application should not be deemed a premature subdivision pursuant to section 1001.013. The proposed development is (a) consistent with the Comprehensive Plan, (b) consistent with infill policies, (c) roads or highways are available to serve the subdivision [applicable findings of traffic report forthcoming], (d) water supply is adequate and (e) waste disposal system is adequate.

Item 110. No conservation easements or establishment of homeowners association are proposed. Buyer and Seller are currently negotiating exclusive use covenants for the benefit of the proposed restaurants and retailers provided but no document is currently available. This will be a private document, recorded by separate instrument at same time as plat filing. A final version can be made available for city review as a part of the Final plat application. No common open spaces are proposed.

Item 111. A proposed private variable width access and utility easement is shown on the Preliminary Plat covering the east / west drive aisle that straddles the northerly property line of

the proposed development and the southerly boundary of the remaining property to the north. A Reciprocal Easement Agreement will be entered into between Buyer and Seller appointing one party the maintaining owner of any common improvements within the easement area.

A proposed private 50' access and utility easement is shown on the preliminary Plat covering the north/south drive aisle connecting the proposed development to the existing private drive to the north. A Reciprocal Easement Agreement will be entered into between Buyer and Seller appointing one party the maintaining owner of any common improvements within the easement area.

From these easement areas, private utilities, drainage and roads can be extended in the future to serve adjacent property.

Stormwater / Wetlands / Rice Creek Watershed District (RCWD)

Application has been made to RCWD for both Wetland Mitigation approval and a Stormwater Permit and is currently under review.

- The proposed fill of existing wetlands along 21st Avenue North is proposed to be offset by the purchase of wetland mitigation credits.
- The southwest corner of the proposed development is currently a stormwater pond that receives runoff from 21st Avenue North and the other stormwater ponds on the east side of 21st Avenue North. The pond then outflows to the southwest to connect to City storm sewer. This pond is currently subject to a rectangular Drainage and Utility Easement. We are proposing to reconfigure the pond area, including construction of a retaining wall (approximately 4.5' tall at its highest point) to reduce the size but maintain the same volume within the pond. A portion of the Drainage and Utility Easement is to be vacated.
- Other stormwater requirements for the new development are proposed to be satisfied by a shared, underground stormwater facility that discharges into the reconfigured pond in the southwest corner of the development.

Preliminary Plat of CLEARWATER COMMONS

CITY OF LINO LAKES
ANOKA COUNTY, MN

Table of Contents

1. Overview of OUTLOT A, ALINO ADDITION
2. Northern Portion of Proposed OUTLOT A, CLEARWATER COMMONS
3. Southern Portion of OUTLOT A, CLEARWATER COMMONS
4. Proposed Improvements in Lots 1 thru 3, Block 1, CLEARWATER COMMONS

Overview

Existing Property Description per Deed of Sale Doc. No. 2222872.005:
Outlot A, ALINO ADDITION, Anoka County, Minnesota

Survey Notes:

1. Reference Title Commitment No. CP73593, by Chicago Title Insurance, Dated April 24, 2024, Received September 11, 2024.
2. Portions of field edge were digitized from Autodesk Civil 3D 2020 online aerial imagery and are for reference purposes only.
3. Contours were created using MNDNR MN/Topo Lidar and RTK GPS methods (NAVD 88).
4. A wetland delineation was performed by Ken Arndt, BWSR Cert. No. 1247, of Midwest Natural Resources, Inc. Notice of Decision LGU Project No. 22-198R Dated 10/14/2022.
5. Soil Borings were conducted by American Engineering Testing, Inc. on July 29th, 2024; Project No. P-0034331. Reference soil boring report for any mottling or soil information.
6. Rice Creek Watershed District has a flood elevation of 906.7 feet (NAVD 88) for this parcel per Anna Grace, Regulator Technician at Rice Creek Watershed District.
7. Reference Record Drawings completed by WSB for 21st Ave Street and Utility Improvements dated Feb. 1, 2014.
8. Reference Record Drawings completed by EVS for Storm Sewer Improvements on "Private Entrance Road" dated April 23, 2014.
9. Reference Civil Engineering plans for proposed "CLEARWATER COMMONS" by Bogart Pederson, dated 2/24/2025.
10. Reference Certificate of Survey For Capital Real Estate, Inc. Dated 1/10/2025, File No. 24-0255.00.

Existing Lot List

OUTLOT A, ALINO ADDITION TOTAL ACREAGE: 14.16% Ac.

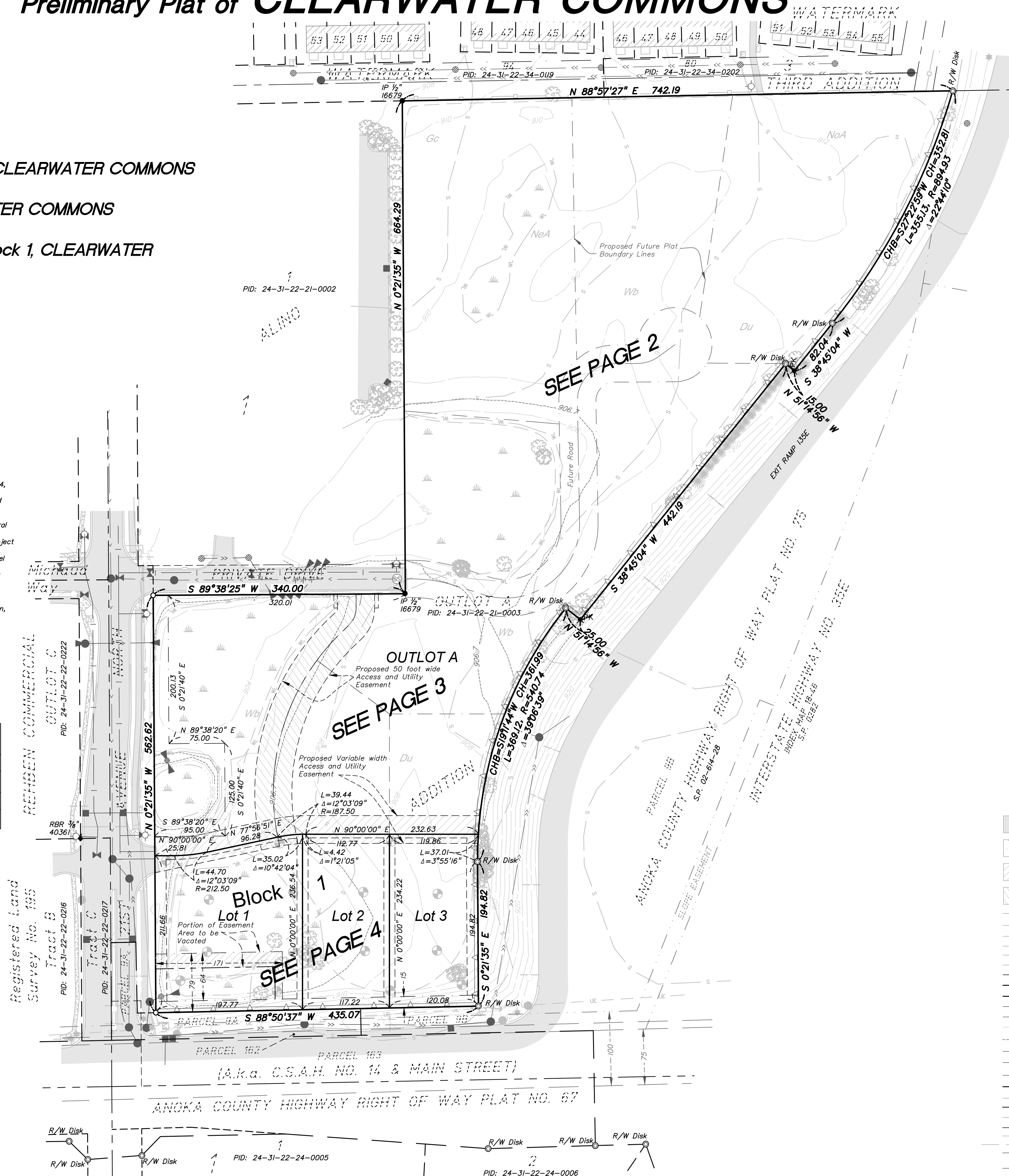
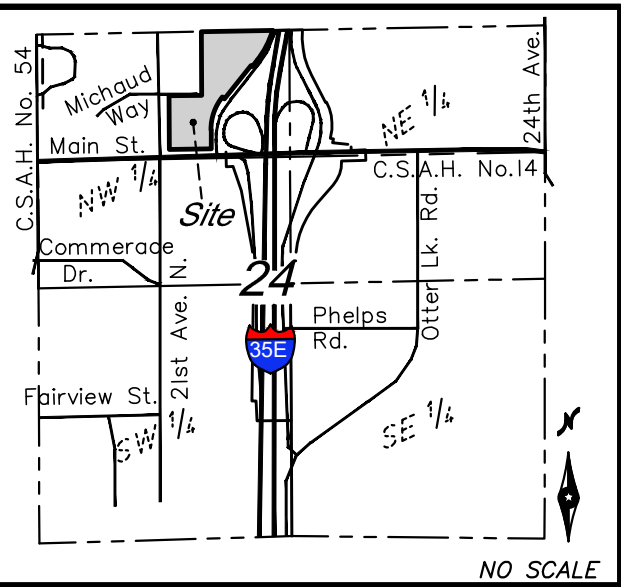
Proposed Lot List

Lot	Square Feet	Buildable Sq. Ft. Pre Wetland Mitigation	Buildable Sq. Ft. Post Wetland Mitigation
1	44,006% (1.01% Ac.)	2,172%	27,618%
2	27,588% (0.63% Ac.)	19,675%	21,246%
3	27,820% (0.64% Ac.)	19,906%	19,906%
Outlot A	517,448% (11.88Ac.)	N/A	N/A

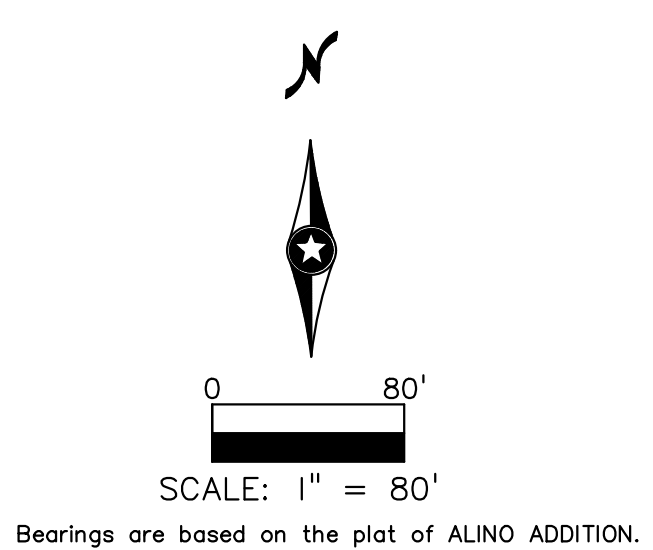
1007.042 (3) (sub 1) General Provisions
Buildable area as defined for zoning districts with a minimum lot area less than 10 acres is defined as being contiguous buildable land exclusive of utility easements.

Wetlands are also excluded from any buildable area.

VICINITY MAP
Sec. 24, Twp. 31, Rng. 22
Anoka County, MN



- LEGEND:**
- Denotes catch basin
 - Denotes beehive catchbasin
 - Denotes electrical cabinet
 - Denotes sanitary service
 - Denotes manhole
 - Denotes water valve
 - Denotes sign
 - Denotes power pole
 - Denotes guy wire
 - Denotes cable television box
 - Denotes fiber optic vault
 - Denotes soil boring by others
 - Denotes light pole
 - Denotes flared end section
 - Denotes tree, coniferous
 - Denotes tree, deciduous
 - Denotes soil type
 - Denotes wetland interior
 - Denotes culvert
 - Denotes Thomas R. Balluff, LS
 - Denotes Dean E. Dusheck, LS
 - Denotes bituminous surface
 - Denotes concrete surface
 - Denotes proposed easement vacation area
 - Denotes proposed easement vacation area
 - Denotes wood fence
 - Denotes chainlink fence
 - Denotes underground telephone
 - Denotes overhead electric
 - Denotes underground gas line
 - Denotes underground electric
 - Denotes easement
 - Denotes right of way
 - Denotes proposed major contour
 - Denotes proposed minor contour
 - Denotes existing major contour
 - Denotes existing minor contour
 - Denotes RCWD Flood Contour
 - Denotes sanitary sewer
 - Denotes storm sewer
 - Denotes waterline
 - Denotes existing adjoiners
 - Denotes wetland edge
 - Denotes building setback line
 - Denotes waters edge
 - Denotes easement of record
 - Denotes field edge
 - Denotes soil type boundary
 - Denotes limited access per ALINO ADDITION
 - Denotes ghost plat boundaries



I hereby certify that a boundary survey has been completed for the preliminary plat of CLEARWATER COMMONS, Anoka County, Minnesota.

Signed:
Richard M. Thompson
Date: 01/10/25 Lic. No. 62953

- Bearings are based on the plat of ALINO ADDITION.
- Denotes found iron monument
 - Denotes set 1/2 inch by 14 inch iron monument with a plastic plug stamped R.L.S. 47466
 - ✕PK Denotes found PK nail
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3435 Labore Rd
Suite #150
Vadnais Heights, MN 55110

DEVELOPER:
Capital Real Estate, Inc.
7650 Edinborough Way, Suite 200
Edina, MN 55435
(612) 313-2500

SURVEYORS & ENGINEERS:
Bogart, Pederson & Associates, Inc.
13076 First Street
Becker, MN 55308-9322
763-262-8822

TOTAL AREA: 14.16% Acres

EXISTING ZONING: General Business

PROPOSED ZONING: General Business

CITY OF LINO LAKES 2040 COMPREHENSIVE PLAN:
2017 Existing Land Use: Vacant-Commercial
2040 Future Land Use: Commercial

MINIMUMS:
Lot Width: 100 feet
Sewered Lot: 20,000 Sq. Ft.

DENOTES BUILDING SETBACKS:
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Rear:
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Parking lot: 10 feet
Side lot line:
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DATE: 12/17/24
FIELD DATE: June 11th, 2024
BK/PG: 2.10/ Pg. 68
DRAWN BY: RT/CK
CHECKED BY: CEG/DJJ
DWG FILE: 24-0255 Prelim
FILE NO: 24-0255.00

REVISIONS:
1-2/7/25-Revisions per City
2-2/24/25-Revisions per Client

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Signed:
Richard M. Thompson
Date: 01/10/25 Lic. No. 62953

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TEL: 763-262-8822 FAX: 763-262-8844

PRELIMINARY PLAT
for
Capital Real Estate, Inc.
CLEARWATER COMMONS
City of Lino Lakes
Anoka County, MN

BOGART, PEDERSON & ASSOCIATES, INC.

Preliminary Plat of **CLEARWATER COMMONS**

CITY OF LINO LAKES
ANOKA COUNTY, MN

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SOILS CHART

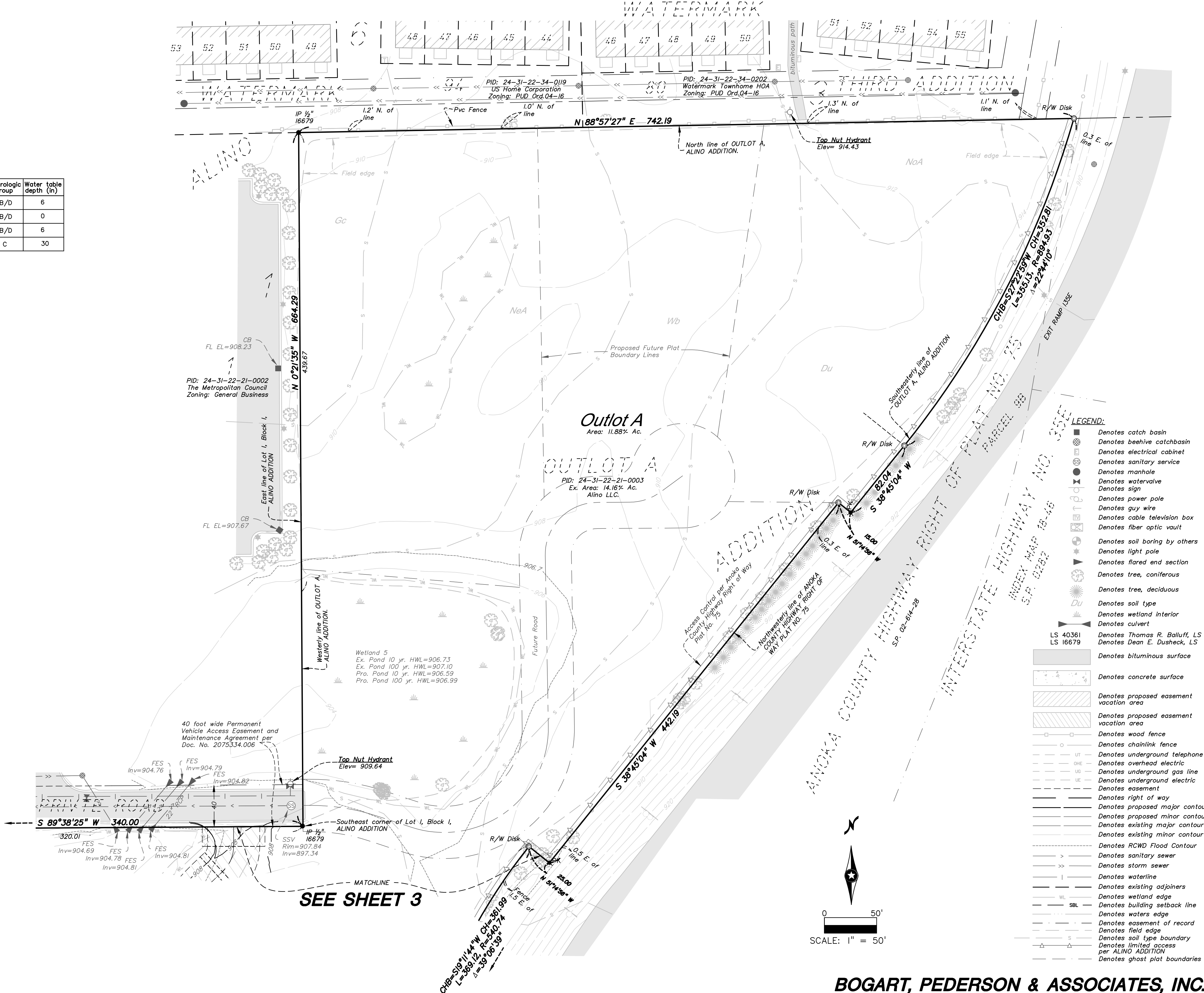
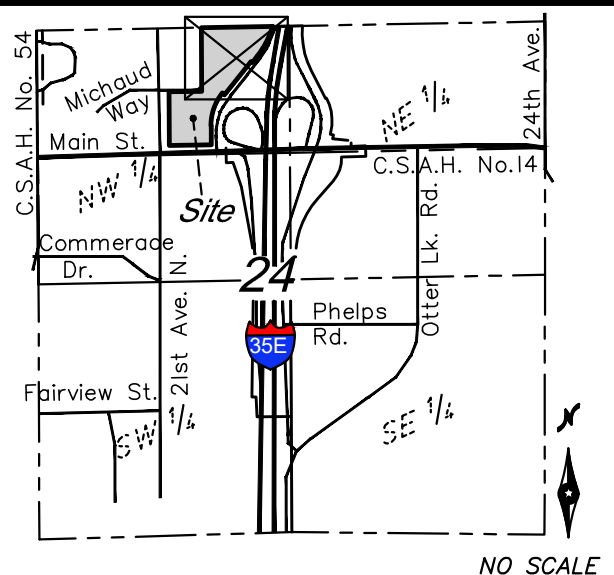
Map symbol & soil name	Hydrologic group	Water table depth (in)
Du: Dundas loam	B/D	6
Gc: Glencoe loam	B/D	0
Wb: Webster loam	B/D	6
NeA: Nessel fine sandy loam, 1 to 4 percent slopes	C	30

* Data from USDA Web Soil Survey

I hereby certify that a boundary survey has been completed for the preliminary plat of CLEARWATER COMMONS, Anoka County, Minnesota.

Signed: 
Richard M. Thompson
Date: 01/10/25 Lic. No. 62953

VICINITY MAP
Sec. 24, Twp. 31, Rng. 22
Anoka County, MN



- LEGEND:**
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 - Denotes beehive catchbasin
 - Denotes electrical cabinet
 - Denotes sanitary service
 - Denotes manhole
 - Denotes watervale
 - Denotes sign
 - Denotes power pole
 - Denotes guy wire
 - Denotes cable television box
 - Denotes fiber optic vault
 - Denotes soil boring by others
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 - Denotes flared end section
 - Denotes tree, coniferous
 - Denotes tree, deciduous
 - Denotes soil type
 - Denotes wetland interior
 - Denotes culvert
 - Denotes Thomas R. Balluff, LS
 - Denotes Dean E. Dusheck, LS
 - Denotes bituminous surface
 - Denotes concrete surface
 - Denotes proposed easement vacation area
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 - Denotes wood fence
 - Denotes chainlink fence
 - Denotes underground telephone
 - Denotes overhead electric
 - Denotes underground gas line
 - Denotes underground electric
 - Denotes easement
 - Denotes right of way
 - Denotes proposed major contour
 - Denotes proposed minor contour
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 - Denotes RCWD Flood Contour
 - Denotes sanitary sewer
 - Denotes storm sewer
 - Denotes waterline
 - Denotes existing adjoiners
 - Denotes wetland edge
 - Denotes building setback line
 - Denotes waters edge
 - Denotes easement of record
 - Denotes field edge
 - Denotes soil type boundary
 - Denotes limited access per ALINO ADDITION
 - Denotes ghost plat boundaries

Preliminary Plat of **CLEARWATER COMMONS**

CITY OF LINO LAKES
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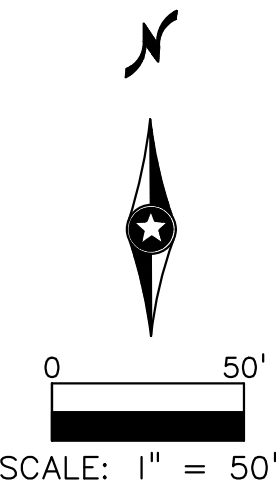
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SEE SHEET 2

SEE SHEET 4



LEGEND:

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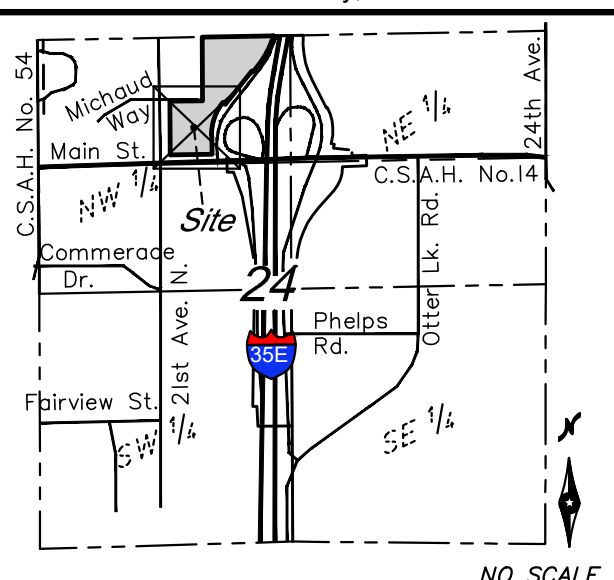
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NO SCALE

BOGART, PEDERSON & ASSOCIATES, INC.

Preliminary Plat of CLEARWATER COMMONS

CITY OF LINO LAKES
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Proposed Lot List

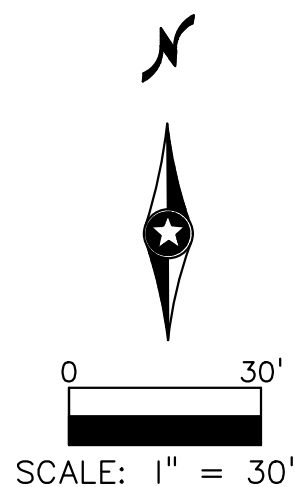
Lot	Square Feet	Buildable Sq. Ft. Pre Wetland Mitigation	Buildable Sq. Ft. Post Wetland Mitigation
1	44,006% (1.01% Ac.)	2,172%	27,618%
2	27,588% (0.63% Ac.)	19,675%	21,246%
3	27,820% (0.64% Ac.)	19,906%	19,906%
Outlot A	517,448% (11.88Ac.)	N/A	N/A

1007.042 (3) (sub 1) General Provisions
Buildable area as defined for zoning districts with a minimum lot area less than 10 acres is defined as being contiguous buildable land exclusive of utility easements.

Wetlands are also excluded from any buildable area.

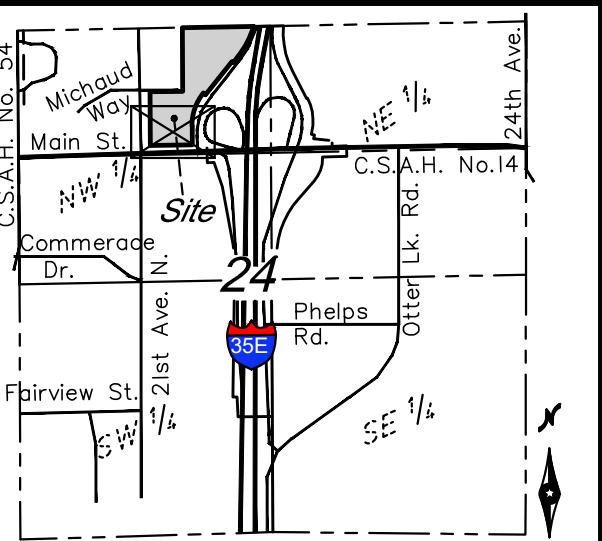
Existing Lot List

OUTLOT A, ALINO ADDITION TOTAL ACREAGE:14.16% Ac.

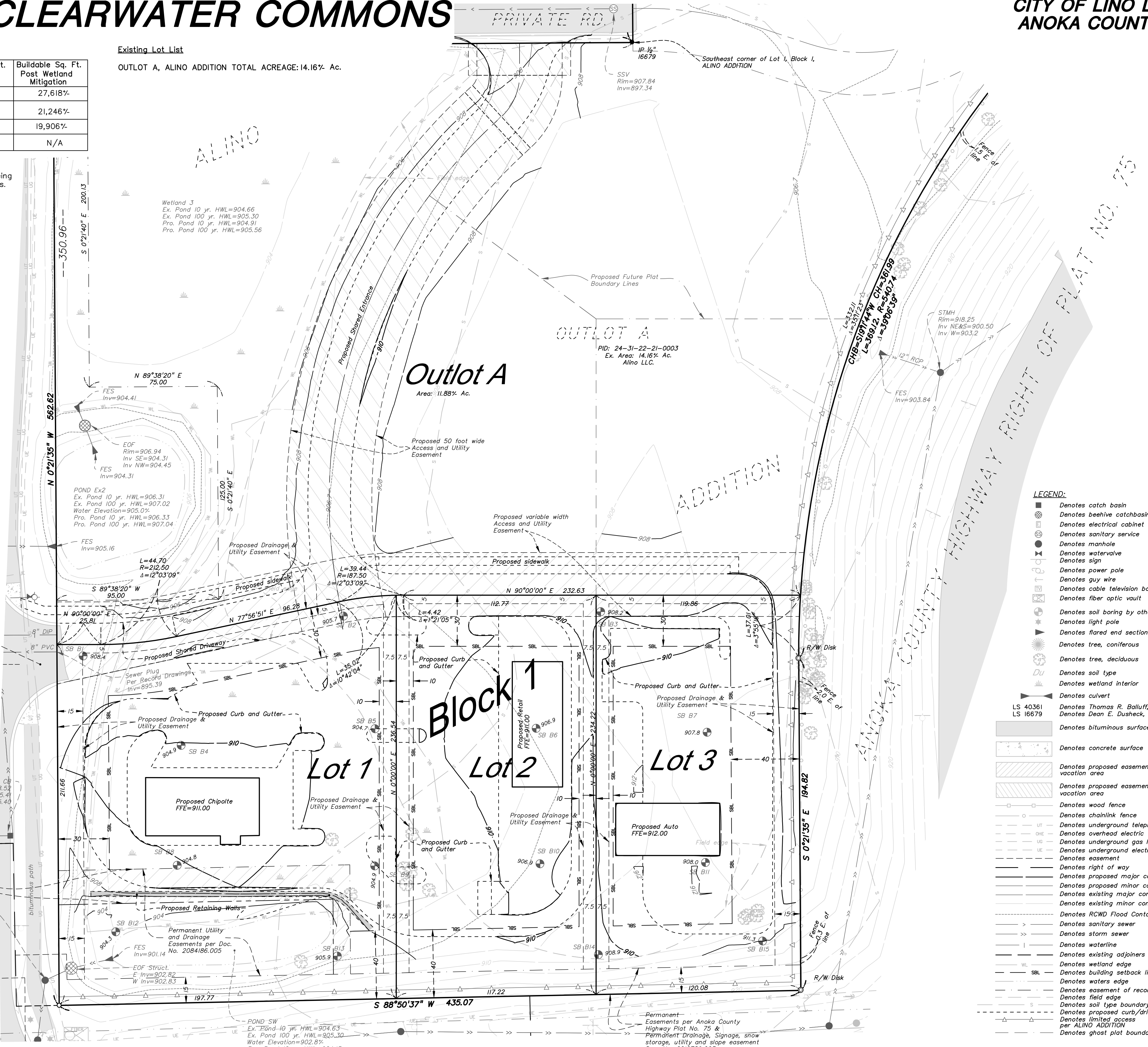


OUTLOT A, ALINO ADDITION
Access, approximately 300 feet
North of Main Street.
Doc. No. 2075334.005

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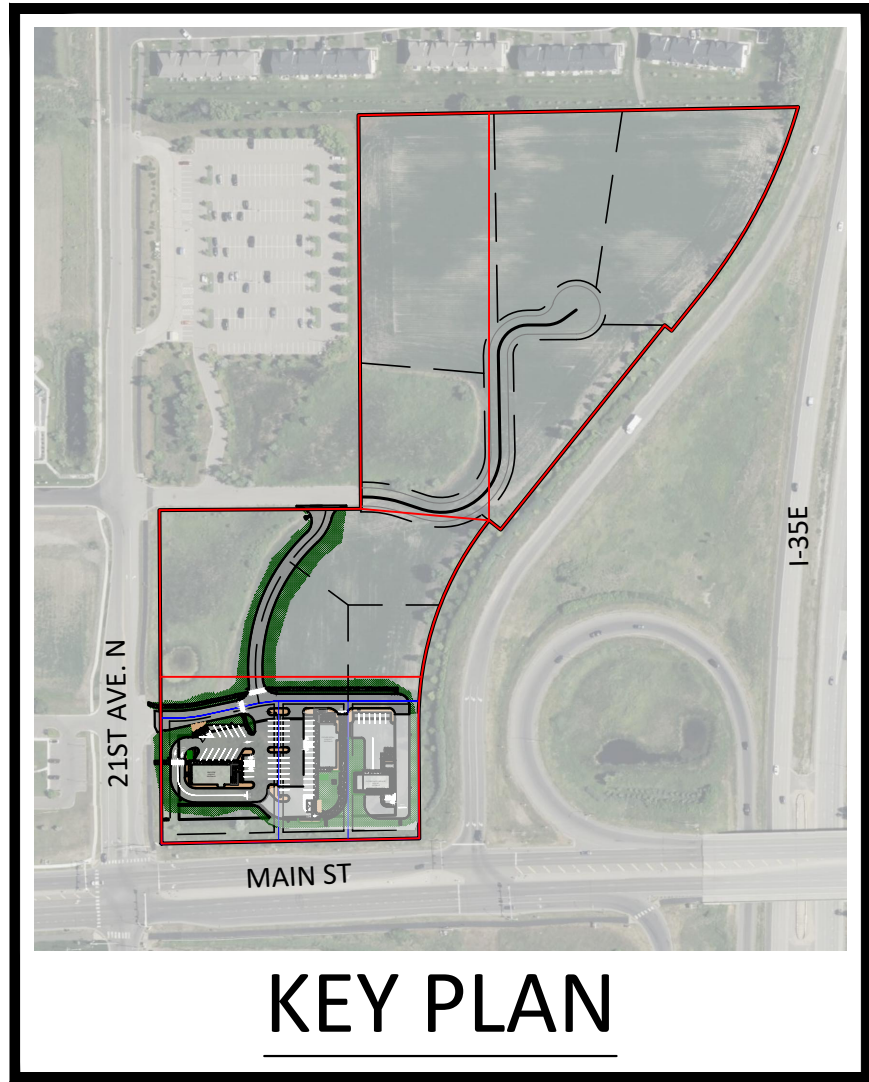
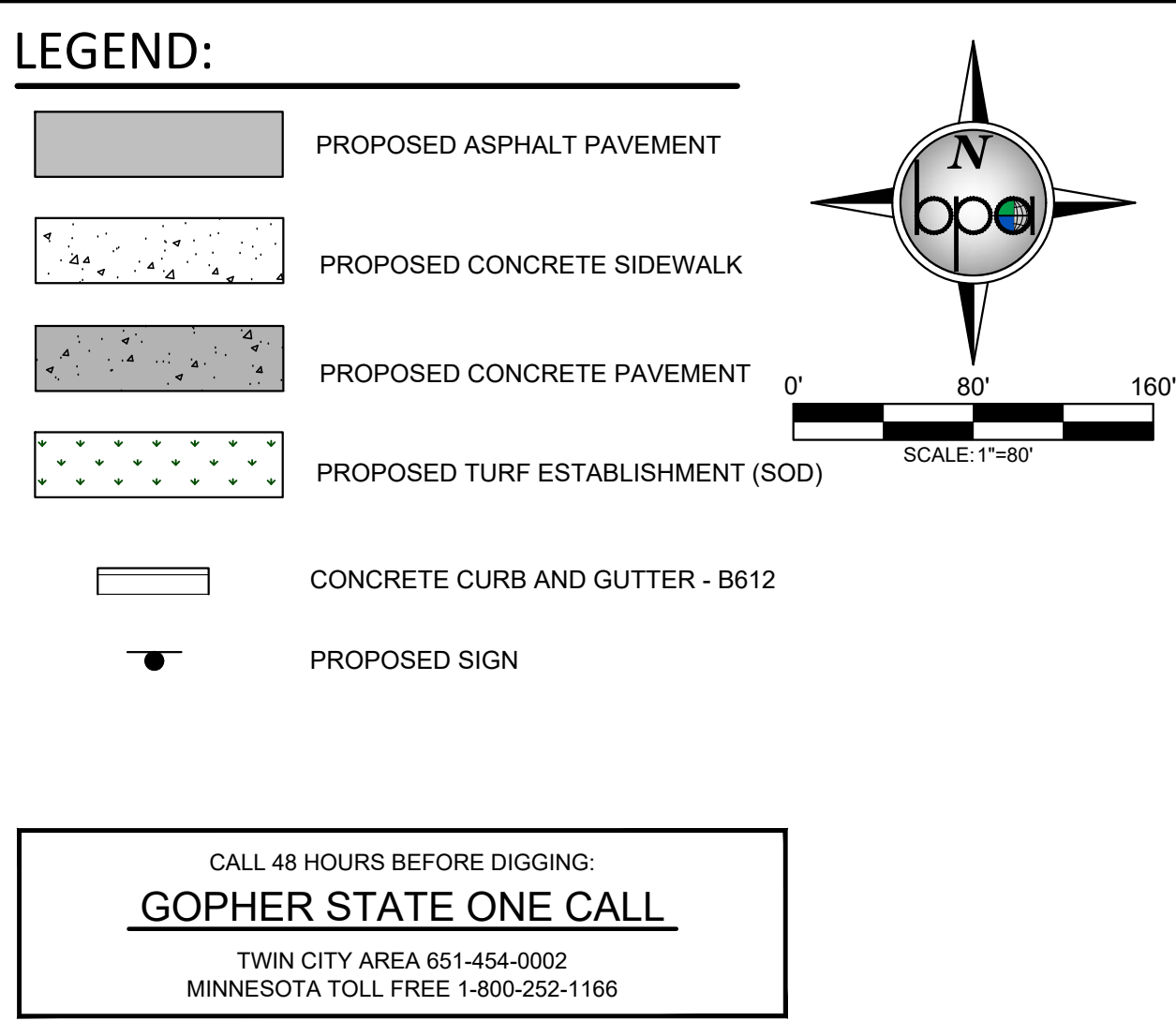
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BOGART, PEDERSON & ASSOCIATES, INC.



C1	SHEET NO.	CHIPOTLE, RETAIL, & AUTO SERVICE CAPITAL REAL ESTATE City of Lino Lakes, Anoka County, MN	<div><div>BOGART, PEDERSON & ASSOCIATES, INC.</div><div>LAND SURVEYING CIVIL ENGINEERING ENVIRONMENTAL SERVICES 13076 FIRST STREET, BECKER, MN 55309-9322 TEL: 763-262-8822 FAX: 763-262-8844</div></div>	TOTAL-SITE PLAN	
	I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.				
	Signed:  Christopher J. Dahm		Date: 03/07/2025 Lic. No. 58628		
	DATE: 03/07/2025		DESIGN BY: NJM	REV NO. 1	DATE 01/02/2025
DRAWN BY: NJM		CHECKED BY: CJD, NJM	REV NO. 2	DATE 02/05/2025	DESCRIPTION REVISION PER INCOMPLETE LETTER REVIEW
DWG FILE: SITE BASE		FILE NO.: 24-0255.00	REV NO. 3	DATE 03/07/2025	DESCRIPTION RCWD REVIEW



Memorandum

To: Katie Larsen, Lino Lakes City Planner
From: Diane Hankee PE, Lino Lakes City Engineer
Date: May 7, 2025
Re: Clearwater Commons
Preliminary Plat Review
028758-000

WSB reviewed the Preliminary Plat submittal for the Clearwater Commons site in Lino Lakes, MN, received April 14, 2025. The site is approximately 14.1 acres and located east of 21st Avenue and north of Main Street. Comments were made on the following documents:

- Clearwater Commons – Preliminary Plat submittal prepared Bogart, Pederson & Associates, dated March 7, 2025, received April 14, 2025.

The following review comments should be responded to in writing by the applicant. There are additional redline comments on the plan set that should be responded to as well. Not all redline comments are in the review memo.

Engineering

- **General**

The Clearwater Commons commercial development proposes to create three (3) current commercial lots with looping access from 21st Avenue North through the site to the private street to the north and outlots the remaining area for future commercial development. A Master plan was provided that laid out an idea of how the remaining outlotted areas could be platted in the future.

- **Grading**

A grading and drainage plan was provided for the site which included paved areas, curb, and retaining walls for the initial Chipotle site as well as the looping access to the private road to the north.

Comments:

1. See comments provided on Chipotle Site review memo and plan redlines
2. Provide all structure inlet elevations
3. Provide EOF elevations, locations and routes for all low points
4. Per Anoka County Review
 - a. Internal site grading shall not commence until the requested ACHD Engineering plan approvals are received and the applicable permits can be issued.
 - b. As proposed, the plat will not introduce any new access points onto CSAH 14, and the right of access is dedicated to Anoka County in the plat. Any

existing driveways and field entrances shall be removed, and the ditch section restored to match existing depth, slope, and grades.

- c. Please note that no plantings or private signs will be permitted within the county right of way and care must be exercised when locating private signs, building, structures, plantings, berms, etc. outside of the county right of way, so as not to create any new sight obstructions for this section of CSAH 14.

- **Stormwater Management**

The stormwater management calculations for the Clearwater Commons preliminary plat match those of the Chipotle site, see comments for that site. Additional comments on detailed storm sewer review may still come up for the non-Chipotle lots as they submit for site plan reviews.

- **Water Supply**

The existing 8" watermain stub at the intersection with 21st Avenue will be utilized and extended to the eastern limits of the development to serve the 3 commercial lots to the south and potentially one or more of the future commercial lots to the north.

Comments:

1. We recommend that the City Deputy Director of Public Safety-Fire Division review the proposed plan for water supply and hydrant coverage.
 - a. Verify adequate fire flows for 8" non-looped design
2. Call out all utility crossings
 - a. Provide minimum 18" separation between water and sewer
 - b. Insulate when separation between water and storm sewer is less than 36"
3. Provide utility service(s) for future commercial lots to the north
 - a. Consider extending watermain along access road north and looping to Michaud Way to improve resiliency and limit impacts to the roadway with possible future utility installations.
4. Note existing 8" gate valve shown on watermain stub in record plans
 - a. Test existing gate valve (2015) and
 - i. Connect to existing 8" DIP watermain; delete proposed 8" gate valve if keeping
 - ii. Remove existing 8" DIP pipe back to and including existing gate valve; Connect to existing 8" DIP watermain with new 8" gate valve
5. Install 8" gate valve to isolate Lot 1/Chipotle service
6. Call out phase limits for Lot 2 water service

- **Sanitary Sewer**

The existing 8" sanitary sewer stub at the intersection with 21st Avenue will be utilized and extended to the eastern limits of the development to serve the 3 commercial lots to the south and potentially one or more of the future commercial lots to the north.

Comments:

1. Match existing sanitary sewer pipe slope (0.40% - field verify) from connection through to first structure
2. Adjust SAN MH 1-6 location such that angles are at or greater than 90 degrees
 - a. Avoid placing in proposed wheel paths
 - b. Better clarify (provide detail) how the proposed 3'+ drop will be achieved
3. Consider 6" (instead of 4") diameter services for Lots 1 & 2 for future flexibility of commercial tenants
4. DOLI typically requires minimum 2.00% slope with service pipes less than 8"

- **Transportation**

The current Clearwater Commons development proposes extending an access road to the east from the existing entrance at 21st Avenue and extending to the eastern development limits. A second access road is proposed to be teed from the first access road to the north to connect to Michaud Way. A traffic study and analysis was conducted for the overall development and redline comments will be provided for the submitted study.

Comments:

1. A right-in right-out access is required at the intersection of the access road with 21st Avenue
 - a. A median (porkchop) at the intersection will be required to direct traffic
2. The submitted Traffic Impact Study is in the process of being reviewed and additional comments will be forthcoming.
3. Provide specific typical sections for access roads
 - a. Note proposed road crown or cross drainage
4. Per Anoka County Review
 - a. As proposed, the plat will not introduce any new access points onto CSAH 14, and the right of access is dedicated to Anoka County in the plat.

- **Wetlands and Mitigation Plan**

The site is proposing to impact 28,573 square feet of an existing wetland. This impact is proposed to be offset by purchasing wetland credits.

- **Landscaping**

The City's Environmental Coordinator to review landscaping and provide additional in-depth comments when provided.

Comments:

1. It is recommended that tree plantings are deconflicted with drainage structures to avoid future root intrusion. This conflict is present for CBMH 4-8.

- **Floodplain**

No floodplain impacts are proposed on site.

- **Drainage and Utility Easements**

Comments:

1. Clarify limits of public and private utilities
 - a. Additional utility easements are to be provided with shared utility mainline extensions (not services).
2. Drainage and utility easements are required for stormwater systems. This includes the area encompassing the 100-yr HWL of any BMPs. Existing utility (sanitary and water) easements to remain and additional utility easements are to be provided with shared utility mainline extensions (not services).
3. The full footprint of the underground BMP must be contained within a drainage and utility easement.
4. Per Anoka County Review
 - a. The existing right of way along CSAH 14 is approximately 80 feet north of centerline which should be sufficient for future reconstruction purposes.

- **Development Agreement**

A Development Agreement will be required with the final plat.

- **Grading Agreement**

Grading agreement not required at this time.

- **Stormwater Maintenance Agreement**

The stormwater facilities will be privately maintained and a Declaration for Maintenance of Stormwater Facilities will be required. Both the Rice Creek Watershed District (RCWD) and the City of Lino Lakes shall be parties to the Declaration.

- **Permits Required**

1. NPDES General Construction Permit
2. City of Lino Lakes Zoning Permit for construction
3. MDH Watermain Extension
4. MPCA/MCES Sanitary Sewer Main Extension

If you or the applicant have any questions regarding these comments, please contact Kris Keller at (612) 419-3083 or kkeller@wsbeng.com. You may also contact Diane Hankee at (651) 982-2430 or dhankee@linolakes.us.



Environmental Memo

To: Katie Larsen, City Planner
From: Tom Hoffman, Environmental Coordinator
Date: April 30, 2025
Re: Environmental Comments – Clearwater Commons Preliminary Plat

Environmental Board had recommended the following at their April 30, 2025 meeting:

1. Recommend stubbing or extending future sidewalk to the north along the proposed road for future pedestrian connections.
2. Sidewalk can be added when additional lots are subdivided for development. Stubbing the sidewalk now will make sure the pedestrian ramps will be in compliance and not have to regrade or remove existing walk.
3. Ten trees are proposed for impacts on the resource inventory page. Provide a tree survey of all trees onsite that are significant.
4. Trees to be removed should be categorized by area. If they are in the basic use area mitigation is not required. Trees within an ESA require additional mitigation.
5. Landscaping and planting requirements are to be met individually as each lot develops.
6. Show maintenance access to the new proposed outlet to the existing sw stormwater basin. It appears that the proposed retaining wall would limit future maintenance.
7. Currently proposing sod along the SW stormwater basin. This area should have a native buffer. Use MNDOT seed mix to establish buffer
8. Sod is being proposed along private road, recommend using low mow turf grass or native grasses where feasible.
9. Water conservation should be considered by reducing areas that need required maintenance and watering.
10. Stormwater management for the site is to be reviewed by the City Engineer and will be required for each site to meet requirements at the time of building.
11. Proposed underground filtration will require pretreatment and additional access points for future maintenance and inspection.

12. Redundant perimeter control is shown around wetlands and existing stormwater facilities. Note or show detail that redundant perimeter control should be spaced 3-5' apart.
13. Final review of erosion and sediment control will be completed with final plans.
14. Review of rare, unique, and sensitive areas should be completed for the site. Primarily areas of wetland impact should be included to verify there are no rare or endangered wetland species.
15. Copy of final NPDES permit will be required be issuance of grading permit. All requirements for the SWPPP shall meet MPCA design standards.
16. Provide a Blandings Turtle mitigation plan
 - a.



Anoka County
TRANSPORTATION DIVISION
Highway

Katie Larsen
City of Lino Lakes
600 Town Center Pkwy
Lino Lakes, MN 55014-1182

April 30, 2025

RE: Preliminary Plat – Clearwater Commons

Dear Katie,

We have reviewed the Preliminary Plat for Clearwater Commons to be located north of CSAH 14 (Main Street) and east of 221st Avenue North within the City of Lino Lakes, and I offer the following comments:

- The existing right of way along CSAH 14 is approximately 80 feet north of centerline which should be sufficient for future reconstruction purposes.
- As proposed, the plat will not introduce any new access points onto CSAH 14, and the right of access is dedicated to Anoka County in the plat. Any existing driveways and field entrances shall be removed, and the ditch section restored to match existing depth, slope, and grades.
- Internal site grading shall not commence until the requested ACHD Engineering plan approvals are received and the applicable permits can be issued.
- Any utility relocation in the CSAH 14 right of way will be required to be coordinated directly by the city/developer.
- Please note that no plantings or private signs will be permitted within the county right of way and care must be exercised when locating private signs, building, structures, plantings, berms, etc. outside of the county right of way, so as not to create any new sight obstructions for this section of CSAH 14.

ACHD would like to work with local governments in promoting compatibility between land use and the county highway system. It should be recognized that residential land uses located adjacent to County highways often results in complaints about traffic noise. Existing and/or future traffic noise from CSAH 14 could exceed noise standards established by the Minnesota Pollution Control Agency (MPCA), the U.S. Department of Housing and Urban Development, and the U.S. Department of Transportation. Minnesota Rule 7030.0030 states that municipalities are responsible for taking all reasonable measures to prevent land use activities listed in the MPCA's Noise Area Classification (NAC) where establishment of the land use would result in violations of established noise standards. It is advised that the City and the Developer assess the noise situation for this development as it is proposed to be located directly adjacent to CSAH 14 and take the level of action deemed necessary to minimize the impact of any highway noise by incorporating the appropriate noise mitigation elements into the design and phasing of this plat as applicable.

Our Passion Is Your Safe Way Home

1440 Bunker Lake Boulevard N.W. ▲ Andover, MN 55304-4005
Office: 763-324-3100 ▲ Fax: 763-324-3020 ▲ www.anokacounty.us/highway

Affirmative Action / Equal Opportunity Employer

The ACHD Engineering Plan Review process will apply to this site. The following items should be submitted to Camila Arenas, Engineer I, Camila.Arenas@anokacountymn.gov (checklist and payment information are available on our website: <https://www.anokacountymn.gov/4072/Development-Review>):

- Construction plans
- Utility relocation plans
- Traffic Control plans
- Grading and erosion control plans
- Drainage calculations – Note that the post-developed rate/volume of runoff must not exceed the pre-developed rate/volume of runoff for the 10-year critical design storm
- ACHD Design Requirements Checklist
- Engineering plan review fee (estimated at \$150.00)

If any work will be performed in the County Right of Way, a permit for Work within the County Right of Way (\$250.00) must be obtained prior to the commencement of any construction. License permit bonding, methods of construction, design details, work zone traffic control, restoration requirements and follow-up inspections are typical elements of the permitting process. Contact Sue Burgmeier via phone at 763.324.3176 or via email at HighwayPermits@anokacountymn.gov for further information and to coordinate the ACHD Permit process.

Thank you for the opportunity to comment. Feel free to contact me if you have any questions regarding this review.

Sincerely,



Logan Keehr, PE
Traffic Engineer II

xc: CSAH 14/Plats+Developments/2025
Jerry Auge, Assistant County Engineer
David Zieglmeier, County Surveyor
Sean Thiel, Traffic Engineering Manager
Sue Burgmeier, Traffic Technician
Camila Arenas, Engineer I



Stantec Consulting Services Inc.
733 Marquette Avenue, Suite 1000
Minneapolis MN 55402-2314

May 6, 2025

Athanasia Lewis – Interim City Administrator
City of Centerville
1880 Main Street
Centerville, MN 55038

Dear Ms. Lewis,

Reference: Preliminary Plat and Site Plan Review – Clearwater Commons (City of Lino Lakes)

We have reviewed the site plan dated March 12, 2025 for the proposed Chipotle site located in the northeast quadrant of CSAH 14 (Main Street) and 21st Avenue North in Lino Lakes. The following are our comments regarding the proposed development:

Traffic Engineering Notes

1. The applicant should submit a traffic engineering report detailing the proposed traffic impacts to 21st Avenue North.
2. Turn lanes should be striped on southbound 21st Avenue N to the immediate north of the east-west access road to the proposed commercial development.

General Notes

1. The Owner must sweep all sediment from 21st Avenue N and any adjacent streets daily during construction.
2. The owner must regularly maintain and replace inlet protection within 21st Avenue during construction.
3. City staff will monitor any erosion or tracking of dirt within the City of Centerville.

Regards,

Stantec Consulting Services Inc.

Kellie M. Schlegel

Kellie Schlegel, PE
Senior Associate, Project Manager
Phone: (612) 712-2125
kellie.schlegel@stantec.com

May 14, 2025

Katie Larsen
City Planner
City of Lino Lakes
600 Town Center Parkway
Lino Lakes, MN 55014

SUBJECT: Clearwater Commons and Chipotle
MnDOT Review #P25-020
NW quad of I35E and Main St (CSAH 14)
Lino Lakes, Anoka County

Dear Katie Larsen,

Plats

The Minnesota Department of Transportation (MnDOT) has reviewed the preliminary plat for Clearwater Commons and Chipotle, in compliance with Minnesota Statute 505.03, subdivision 2, Plats. MnDOT has the following comments:

Water Resources

A MnDOT drainage permit may be required before development occurs. The permit applicant shall demonstrate that the off-site runoff entering MnDOT drainage system(s) and/or right of way will not increase. The drainage permit application, including the information below, should be submitted online to:

<https://olpa.dot.state.mn.us/OLPA/>. Please upload this letter with the drainage permit application.

The following information must be submitted with the drainage permit application:

1. Grading plans, drainage plans, and hydraulic calculations demonstrating that proposed flows to MnDOT right of way remain the same as existing conditions or are reduced.
2. Existing and proposed drainage area maps with flow arrows and labeling that corresponds with the submitted calculations.
3. Hydro CAD model and PDF of output for the 2, 10, and 100-year Atlas 14 storm events.

Once a drainage permit application is submitted, a thorough review will be completed and additional information may be requested. Please contact Jason Swenson, Water Resources Engineering, at jason.swenson@state.mn.us or 651-234-7539 with any questions.

Transit

Route 275 travels on 21st Ave to a park-and-ride just north of the development site. This may have impacts to transit operations, and we recommend you inform Metro Transit of this project.

Please coordinate with Metro Transit at the following email address if there are any impacts to bus stops in the area: Transit-BusOps-StreetSup-AssistManagers@metc.state.mn.us.

Please contact Amrish Patel, Transit Advantages Coordinator, at amrish.patel@state.mn.us or 651-234-7949, with any questions.

Permits

No permanent impacts to MnDOT right of way are allowed. Any work that affects MnDOT right of way will require an appropriate permit. All permits are available and must be applied at: <https://olpa.dot.state.mn.us/OLPA/>. Upload this letter when applying for permits.

For questions regarding permit submittal requirements, please contact Buck Craig of MnDOT's Metro District Permits Section at buck.craig@state.mn.us or 651-775-0405.

Review Submittal Options

MnDOT's goal is to complete reviews within 30 calendar days. Review materials received electronically can be processed more rapidly. Do not submit files via a cloud service or SharePoint link. In order of preference, review materials may be submitted as:

1. Email documents and plans to metrodevreviews.dot@state.mn.us. Attachments may not exceed 20 MB (megabytes) per email. Documents can be zipped as well. If multiple emails are necessary, number each email.
2. Files over 20 MB can also be uploaded to MnDOT's Web Transfer Client site: <https://mft.dot.state.mn.us>. Contact metrodevreviews.dot@state.mn.us, and staff will create a shared folder in which files can be uploaded to. Please send an accompanying email with a narrative for the development.

You are welcome to contact me at regina.burstein@state.mn.us with any questions.

Sincerely,

Regina Burstein
Senior Planner

Copy sent via email:

Jason Swenson, Water Resources
Buck Craig, Permits
Chinou Vue, Right of Way
Yuping Wu, Right of Way
Rabi Pariyar, Traffic
Brandi Kastner, Traffic
Amrish Patel, Transit
Michael Parent, Area Engineer

Mohammad Dehdashti, Design
Michael Kowski, Maintenance
Suzy Scotty, Ped/Bike/ADA Planning
Keith Jakober, Surveying
Tod Sherman, Planning
Cameron Muhic, Planning
Scott Shaffer, Planning
Joseph Widing, Metropolitan Council

**CITY OF LINO LAKES
RESOLUTION NO. 25-78**

RESOLUTION APPROVING CLEARWATER COMMONS PRELIMINARY PLAT

WHEREAS, the City received a land use application for Clearwater Commons preliminary plat ("Development"); and

WHEREAS, City staff completed review of the Development based on the following submittals:

- Certificate of Survey prepared by Bogart, Pederson & Associates, Inc. dated January 10, 2025
- Resource Inventory prepared by Bogart, Pederson & Associates, Inc. dated January 10, 2025
- Preliminary Plat prepared by Bogart, Pederson & Associates, Inc. dated February 24, 2025
- Civil Plan Set prepared by Bogart, Pederson & Associates, Inc. dated March 7, 2025
- Stormwater Management Report prepared by Bogart, Pederson & Associates, Inc. dated March 7, 2025
- Project Narrative dated March 3, 2025
- Easement Exhibits prepared by Bogart, Pederson & Associates, Inc. dated February 24, 2025
- Traffic Study prepared by SSTS LLC dated April 2, 2025; and

WHEREAS, a public hearing was held before the Planning & Zoning Board on May 14, 2025 and the Board recommended approval of the preliminary plat with a 7-0 vote.

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

FINDINGS OF FACT

Per City Code Section 1001.013, Premature Subdivision:

(1) *General*. Any concept plan, preliminary plat or final plat deemed premature pursuant to the following criteria shall be denied by the City Council.

(2) *Conditions for establishing a premature subdivision*. A subdivision may be deemed premature should any of the following conditions not be met.

(a) *Consistency with the Comprehensive Plan*. Including any of the following:

1. Land use plan;
2. Transportation plan;
3. Utility (sewer and water) plans;

4. Local water management plan;
5. Capital improvement plan; and
6. Growth management policies, including MUSA allocation criteria.

Clearwater Commons preliminary plat is consistent with the goals and policies of the comprehensive plan.

(b) *Consistency with infill policies.* A proposed urban subdivision shall meet the city's infill policies:

1. The urban subdivision must be located within the Metropolitan Urban Service Area (MUSA) or the staged growth area as established by the city's Comprehensive Plan;
2. The cost of utilities and street extensions must be covered by one or more of the following:
 - a. An immediate assessment to the proposed subdivision;
 - b. One hundred percent of the street and utility costs are privately financed by the developer;
 - c. The cost of regional and/or oversized trunk utility lines can be financed with available city trunk funds; and
 - d. The cost and timing of the expenditure of city funds are consistent with the city's capital improvement plan.
3. The cost, operation and maintenance of the utility system are consistent with the normal costs as projected by the water and sewer rate study; and
4. The developer payments will offset additional costs of utility installation or future operation and maintenance.

Clearwater Commons preliminary plat is consistent with infill policies. The development is within the current Utility Staging Area 1A (2018-2025). The cost and timing of the expenditure of city funds are consistent with the city's capital improvement plan. The cost, operation and maintenance of the utility system are consistent with the normal costs projected by the water and sanitary rate study. No future utility costs are proposed.

(c) *Roads or highways to serve the subdivision.* A proposed subdivision shall meet the following requirements for level of service (LOS), as defined by the Highway Capacity Manual:

1. If the existing level of service (LOS) outside of the proposed subdivision is A or B, traffic generated by a proposed subdivision will not degrade the level of service more than one grade;
2. If the existing LOS outside of the proposed subdivision is C, traffic generated by a proposed subdivision will not degrade the level of service below C;
3. If the existing LOS outside of the proposed subdivision is D, traffic generated by a proposed subdivision will not degrade the level of service below D;
4. The existing LOS must be D or better for all streets and intersections providing access to the subdivision. If the existing level of service is E or F, the subdivision developer must

provide, as part of the proposed project, improvements needed to ensure a level of service D or better;

5. Existing roads and intersections providing access to the subdivision must have the structural capacity to accommodate projected traffic from the proposed subdivision or the developer will pay to correct any structural deficiencies;

6. The traffic generated from a proposed subdivision shall not require city street improvements that are inconsistent with the Lino Lakes capital improvement plan. However, the city may, at its discretion, consider developer-financed improvements to correct any street deficiencies;

7. The LOS requirements in divisions (2)(c)1. to 4. above do not apply to the I-35W/Lake Drive or I-35E/Main St. interchanges. At city discretion, interchange impacts must be evaluated in conjunction with Anoka County and the Minnesota Department of Transportation, and a plan must be prepared to determine improvements needed to resolve deficiencies. This plan must determine traffic generated by the subdivision project, how this traffic contributes to the total traffic, and the time frame of the improvements. The plan also must examine financing options, including project contribution and cost sharing among other jurisdictions and other properties that contribute to traffic at the interchange; and

8. The city does not relinquish any rights of local determination.

Clearwater Commons preliminary plat meets the requirements for level of service (LOS). The proposed Level of Service does not degrade by more than one (1) LOS; therefore, the development is not considered premature. Existing roads and intersections providing access to the subdivision have the structural capacity to accommodate projected traffic from the proposed subdivision. No street improvements are proposed that are inconsistent with the City's capital improvement plan. The city does not relinquish any rights of local determination.

(d) *Water supply.* A proposed subdivision shall be deemed to have an adequate water supply when:

1. The city water system has adequate wells, storage or pipe capacity to serve the subdivision;

2. The water utility extension is consistent with the Lino Lakes water plan and offers the opportunity for water main looping to serve the urban subdivision;

3. The extension of water mains will provide adequate water pressure for personal use and fire protection; and

4. The rural subdivision can demonstrate that each of the proposed lots can be provided with a potable water supply.

Clearwater Commons preliminary plat will have an adequate water supply.

(e) *Waste disposal systems.* A proposed subdivision shall be served with adequate waste disposal systems when:

1. The urban sewered subdivision is located inside the city's MUSA or is consistent with the MUSA allocation criteria;

2. The city has sufficient MUSA and pipe capacity to serve the subdivision if developed to its maximum density;
3. The subdivision will result in a sewer extension consistent with Lino Lakes sewer plan and capital improvement plan;
4. A rural subdivision can demonstrate that each lot can be served by an adequate sanitary sewer disposal system; and
5. A rural subdivision with a proposed communal sanitary sewer or water system has an effective long range management and maintenance program with proper financing.

Clearwater Commons preliminary plat will be served with an adequate waste disposal system.

BE IT FURTHER RESOLVED the Clearwater Commons preliminary plat is not a premature subdivision; and

BE IT FURTHER RESOLVED the Clearwater Commons preliminary plat is approved subject to the following conditions:

1. A shared access, parking, and maintenance agreement and exhibit shall be recorded.
2. The Permanent Utility and Drainage Easement per Doc. No. 2084186.005 shall be vacated contingent upon filing of the final plat.

BE IT FURTHER RESOLVED the following items shall be addressed in conjunction with the Clearwater Commons final plat land use application submittal:

1. All comments from the City Engineer memo dated May 7, 2025.
2. All comments from the Environmental Coordinator memo dated May 5, 2025.
3. All comments from Anoka County Transportation Division letter dated April 30, 2025.
4. All comments from City of Centerville letter dated May 6, 2025.
5. Clearwater Commons Preliminary Plat:
 - a. Include standard drainage and utility detail.
6. Preliminary Plan, Title Page:
 - a. Rename Clearwater Commons Preliminary Plans
7. Sheet C3, South Site Plan:
 - a. Right in/right out access to south driveway shall be clearly shown.
 - b. A minimum of five (5) feet is required between the trash enclosure/parking lot and back of curb.

Adopted by the City Council of the City of Lino Lakes this _____ day of _____, 2025.

Rob Rafferty, Mayor

ATTEST:

Roberta Colotti, CMC, City Clerk

**CITY COUNCIL
REGULAR MEETING STAFF REPORT
AGENDA ITEM 7E**

STAFF ORIGINATOR: Diane Hankee, City Engineer

MEETING DATE: June 9, 2025

TOPIC: **PUBLIC HEARING:** Consider 1st Reading of Ordinance No. 11-25, Vacating drainage and utility easement on Outlot A, Alino Addition

VOTE REQUIRED: Super Majority

INTRODUCTION

Staff is requesting City Council consideration of the 1st Reading of Ordinance No. 11-25, vacating drainage and utility easement on Outlot A, Alino Addition.

BACKGROUND

The Clearwater Commons preliminary plat and commercial development is located on a 2.28-acre site north of CSAH 14 (Main Street), east 21st Avenue North and west I-35E. The existing site consists of Outlot A. The developer, Capital Real Estate, Inc, is proposing to preliminary plat three (3) commercial lots on a part of Outlot A. As a result of the newly proposed plat, there is an existing easement that is proposed to be modified to accommodate the new development. The new plat will grant permanent easements to serve the development.

The existing easement, Document #2084186.005, is an easement for drainage and utility purposes, and a portion of the easement shall be vacated contingent upon filing of the Clearwater Commons final plat.

The second reading of the ordinance is scheduled for June 23, 2025.

RECOMMENDATION

Staff is recommending approval of the 1st Reading of Ordinance No. 11-25, vacating drainage and utility easement on Outlot A, Alino Addition.

ATTACHMENTS

1. Ordinance No. 11-25

1 st Reading:	Website Notice:
2 nd Reading:	Publication:
Adoption:	Effective:

**CITY OF LINO LAKES
ORDINANCE NO. 11-25**

**VACATING DRAINAGE AND UTILITY EASEMENT
(OUTLOT A, ALINO ADDITION, ANOKA COUNTY, MINNESOTA)**

The City Council of Lino Lakes ordains:

Section 1: Findings of Fact

1. The City Council of Lino Lakes has determined to vacate the drainage and utility easement ("Easement") as shown in Attachment A and legally described as follows:

That portion of OUTLOT A, ALINO ADDITION, Anoka County, Minnesota to be vacated describes as follows:

The north 20.00 feet of the south 79.00 feet of the west 161.00 feet and the east 10.00 feet of the west 171.00 feet of the north 64.00 feet of the south 79.00 feet of said OUTLOT A, ALINO ADDITION.

2. A public hearing was held on June 9, 2025 before the City Council in the City Hall Council Chambers after due published and posted notice had been given and reasonable attempts were made to give personal notice to all affected property owners, and all persons interested were given an opportunity to be heard; and
3. It appears to be in the best interest of the City to vacate such Easement; and
4. This ordinance shall be recorded with Anoka County; and
5. Four-fifths of all members of the City Council concur with this ordinance.

Section 2: Drainage and Utility Easement Vacated

The Easement legally described herein is hereby vacated upon recording of Clearwater Commons final plat with Anoka County.

Section 4: Effect

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

Adopted by the Lino Lakes City Council this ____ day of _____, 2025.

BY:

Rob Rafferty, Mayor

ATTEST:

Roberta Colotti, CMC, City Clerk

Surveyor Notes:

1. This is not a boundary survey. Any boundary or features shown are for display and reference purposes only. This is an exhibit to display the Vacation of a portion of the drainage and utility easement as described in Doc. No. 208/86.005. Reference Certificate of Survey For Capital Real Estate, Inc. Dated 1/10/2025, File No. 24-0255.00.
2. Reference Civil Engineering plans for proposed "CLEARWATER COMMONS" by Bogart Pederson, dated 1/2/2025.

Existing Property Description per Deed of Sale Doc. No. 2222872.005:
 Outlot A, ALINO ADDITION, Anoka County, Minnesota

Existing Easement Description per Part of Easement Doc. No. 2084186.005:

The areas of the Property subject to the permanent utility and drainage easements granted below are as follows (Permanent Easement Areas):

That part of the Property that lies west, south and north of the following described line:

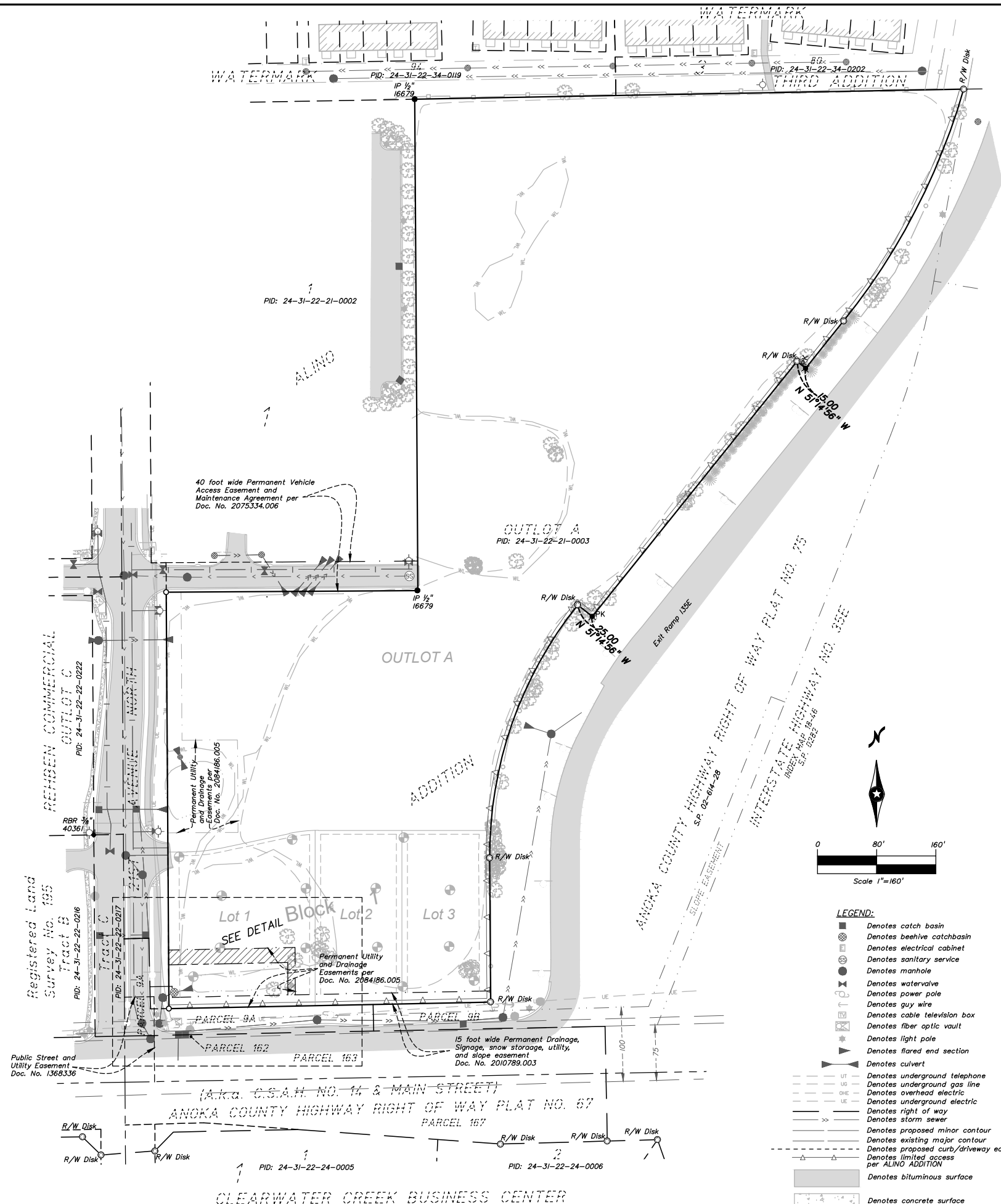
Commencing at the southeast corner of Lot 1, Block 1, said ALINO ADDITION; thence South 89 degrees 38 minutes 25 seconds West, assumed bearing along the south line thereof, 320.01 feet to the point of beginning of said line to be hereinafter described; thence North 89 degrees 38 minutes 20 seconds East, 75.00 feet; thence South 00 21 minutes 40 seconds East, 125.00 feet; thence South 89 degrees 38 minutes 20 seconds West, 95.00 feet to the west line of said Outlot A and said line there terminating. And also

The north 64.00 feet of the south 79.00 feet of the west 171.00 feet of said Property.


Proposed Easement Vacation Description:

That portion of OUTLOT A, ALINO ADDITION, Anoka County, Minnesota to be vacated describes as follows:

The north 20.00 feet of the south 79.00 feet of the west 161.00 feet and the east 10.00 feet of the west 171.00 feet of the north 64.00 feet of the south 79.00 feet of said OUTLOT A, ALINO ADDITION.



Vacation Exhibit
Capital Real Estate
OUTLOT A, ALINO ADDITION
ALINO ADDITION



BOGART, PEDERSON
& ASSOCIATES, INC.

LAND SURVEYING
& ENGINEERING
MAPS

13078 FIRST STREET, BECKER, MN 55308-0322
TEL: 763-262-9822 FAX: 763-262-8444

SHEET NO.
—

—

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision, and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

DATE: 1/30/25


DESIGN BY: RT

DRAWN BY: CEG

CHECKED BY: CEG

DWG FILE: 24-0255V.Ex.

FILE NO.: 24-0255.00

Signed:  Richard M. Thompson

Date: 2/01/25 Lic. No. 62953

REV NO.	DATE	DESCRIPTION

**CITY COUNCIL
REGULAR MEETING STAFF REPORT
AGENDA ITEM 7F**

STAFF ORIGINATOR: Diane Hankee, PE, City Engineer

MEETING DATE: June 9, 2025

TOPIC: Consider Resolution No. 25-85, Accepting Quote for Test Well No. 7B Grading

VOTE REQUIRED: Simple Majority

INTRODUCTION

Staff is requesting authorization to accept quotes and award the construction contract for the Test Well No. 7B Grading located at the Water Treatment Plant site.

BACKGROUND

On November 4, 2025 the City authorized the design and analysis of a test well in preparation for the Well No. 7B permit application, see enclosed map. Prior to drilling the new production well, the city is required to drill a test well.

On May 27, 2025 the City accepted quotes and awarded the construction contract for Test Well No. 7B to Traut Companies, who will use sonic drilling to mitigate sandstone fracture failures.

The proposed new Well No. 7B would replace existing well No. 2 which has not been in service due to poor water quality. The new test well and production well would be located at the Water Treatment Plant site, eliminating the need for a pumphouse and reducing the length of raw watermain needed to connect the well to the treatment plant.

The City requested quotes from three contractors to complete the grading work needed to build up the test well site. The City may have some additional electrical costs along with grading. The quotes for the project were received on June 3, 2025 and are outlined below:

CONTRACTOR	QUOTE
Arndt Construction, Inc.	\$48,520.00
Park Construction Co.	\$117,283.84
R.L. Larson Excavating, Inc.	Did Not Quote

The low quote was submitted by Arndt Construction, Inc. of Hugo, Minnesota, in the amount of \$48,520.00.

The completion date for this project is August 29, 2025. Funding for the project is through the Area and Unit Trunk Fund.

RECOMMENDATION

Staff recommends adoption of Resolution No. 25-85 accepting quotes and awarding a construction contract for Test Well No. 7B in the amount of \$48,520.00 to Arndt Construction, Inc.

ATTACHMENTS

1. Resolution No. 25-85
2. Project Location Map

**CITY OF LINO LAKES
RESOLUTION NO. 25-85**

**RESOLUTION ACCEPTING QUOTES, AND AWARDING A CONSTRUCTION
CONTRACT, TEST WELL NO. 7B GRADING**

WHEREAS, pursuant to a request for quotes for the construction of Test Well No. 7B Grading, quotes were received, and tabulated:

CONTRACTOR	QUOTE
Arndt Construction, Inc.	\$48,520.00
Park Construction Co.	\$117,283.84
R.L. Larson Excavating, Inc.	Did Not Quote

WHEREAS, the low quote was submitted by Arndt Construction, Inc. of Hugo, Minnesota, in the amount of \$48,520.00; and

WHEREAS, the funding for the project is through the Area & Unit Trunk Fund; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of Lino Lakes, Minnesota that the Mayor and Clerk are hereby authorized and directed to enter into a contract with Arndt Construction, Inc. for the construction of Test Well No. 7B Grading in the amount of \$48,520.00;

Adopted by the City Council of the City of Lino Lakes this 9th day of June, 2025.

Rob Rafferty, Mayor

ATTEST:

Roberta Colotti, City Clerk

**CITY COUNCIL
REGULAR MEETING STAFF REPORT
AGENDA ITEM 7G**

STAFF ORIGINATOR: Michael Grochala, Community Development Director

MEETING DATE: June 9, 2025

TOPIC: Public Works Building

- i. Consider Resolution No. 25-67, Approving Professional Services Contract with RJM Construction, Construction Manager as Agent
- ii. Consider Resolution No. 25-73, Approving Amendment to Professional Services Contract with Oertel Architects, Civil Engineering and Survey Services

VOTE REQUIRED: Simple Majority

INTRODUCTION

Staff is requesting City Council consideration to approve a Construction Manager as Agent (CMa) contract with RJM Construction and an amendment with to the contract with Oertel Architects to retain Design Tree as a subconsultant to complete Civil Engineering and Surveying Services for the proposed Public Works Building.

BACKGROUND

January of 2025 the City retained the services of Oertel Architects to prepare plans and specifications for the construction of a new public works building. In March the City Council directed staff to proceed with selection of qualified firm to provide Construction Management services for the project. The CMa scope of services includes:

Pre-construction activities: these include consulting on aspects of project design with the City and Oertel Architects, creating parameters for quality, cost and time, constructability reviews and cost analysis and management of the overall project budget. This would also include development of a phasing and sequencing plans.

Procurement activities: these would include developing a procurement plan to include multiple bid packages, along with bid and award administration.

Construction Phase: these activities would include coordination of all subcontractors, vendors and suppliers, prepare project schedule, lead change order review and dispute resolution in coordination with staff and Oertel Architects, enforcing and maintaining quality of control standards and review of contractor labor, materials and other costs.

Closeout: Management and coordination of final start-up, testing and occupancy, facilitate commissioning process and compile all project documentation.

Four firms were selected for consideration and interviewed by City staff. The firms included ICS, Knutson Construction, Kraus-Anderson and RJM Construction.

Each of the firms were highly qualified and experienced in providing construction services. Staff review included multiple factors including experience, experience specific to municipal public works projects, experience working with our selected architects, costs and strategies for expediting project schedule. Each of the firms were asked to provide a cost proposal based on an estimated construction cost of \$14,500,000 and an 18-month project schedule. Proposals ranged from \$1,042,171 to \$1,502,854. For professional service agreements the City is not required to award the lowest bid price.

Based on the information received through the proposals and interview process staff is recommending selection of RJM Construction. RJM had the second lowest proposal cost, strong background in public works building construction, and a very qualified team proposed for the Lino Lakes project.

Staff has worked with the City Attorney and RJM to negotiate the project fee. The fee is comprised of multiple components including a fixed CM fee, Construction Phase Site Services based on hourly rates and monthly reimbursables based on unit costs.

Summary total for Construction Management Fees			
	Unit	Unit Cost	
Preconstruction Services	Lump Sum	\$18,000.00	\$18,000.00
Construction Phase Site Services ¹	Months	\$41,428.42	\$755,378.00
Reimbursables ¹	Months	\$3,523.37	\$ 64,243.00
CM Fee ²	Lump Sum	\$232,000.00	\$232,000.00
Total Fee			\$1,069,621.00
¹ Not to exceed fee based on 18 month schedule and Cost of Work \$17,225,000			
² Fixed Fee up to Cost of Work of \$17,225.00.			

Construction phase services and reimbursables are billed on actual hours/units. A shorter construction period will result in a reduction in overall cost.

Staff has also received an amendment to the contract with Oertel for site survey and civil engineering design services. Design Tree, which is currently an Oertel sub for mechanical, electrical and plumbing on the project will be providing these services. The contract amendment is for \$88,800.

RECOMMENDATION

Staff is recommending approval of Resolution No. 25-67 and Resolution No. 25-73.

ATTACHMENTS

1. Resolution No. 25-67
2. Resolution No. 25-73

**CITY OF LINO LAKES
RESOLUTION NO. 25-67
APPROVING PROFESSIONAL SERVICES CONTRACT WITH RJM CONSTRCUTION,
CONSTRUCTION MANAGER AS AGENT, PUBLIC WORKS BUILDING**

WHEREAS, the City is proposing to construct a new Public Works facility to replace the existing building constructed in 1971, and

WHEREAS, the City Council approved the contract with Oertel Architects for preparation of plans and specifications for the project on January 27, 2025, and

WHEREAS, the City proposes to retain the services of a qualified construction manager to assist with the design and construction of the building, and

WHEREAS, the City reviewed proposals from four firms for selection of the required services,

NOW, THEREFORE, BE IT RESOLVED by the City Council of Lino Lakes, Minnesota that the professional services contract for Construction Manager as Agent (CMa) is hereby awarded to RJM Construction in the amount of \$1,069,621.00.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to execute a contract on behalf of the City following review and approval by the City Attorney.

Adopted by the City Council of the City of Lino Lakes this 9th day of June, 2025.

Rob Rafferty, Mayor

ATTEST:

Roberta Colotti, CMC, City Clerk

**CITY OF LINO LAKES
RESOLUTION NO. 25-73**

**AMENDING PROFESSIONAL SERVICES CONTRACT TO OERTEL ARCHITECTS,
SURVEYING AND CIVIL ENGINEERING DESIGN SERVICE, PUBLIC WORKS
BUILDING**

WHEREAS, the City is proposing to construct a new Public Works facility to replace the existing building constructed in 1971, and

WHEREAS, the City Council approved the contract with Oertel Architects for preparation of plans and specifications for the project, and

WHEREAS, Site surveying and Civil Engineering services are necessary to complete the plans; and

WHEREAS, Oertel Architects have provided a proposal to provide these services under their contract,

NOW, THEREFORE, BE IT RESOLVED by the City Council of Lino Lakes, Minnesota that the professional services contract for the design of the Public Works facility with Oertel Architects is hereby amended to provide Site Surveying and Civil Engineering Design services in the amount of \$88,500.00.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to execute a contract on behalf of the City following review and approval by the City Attorney.

Adopted by the City Council of the City of Lino Lakes this 9th day of June, 2025.

Rob Rafferty, Mayor

ATTEST:

Roberta Colotti, CMC, City Clerk

**CITY COUNCIL
REGULAR MEETING STAFF REPORT
AGENDA ITEM 7H**

STAFF ORIGINATOR: Tom Hoffman, Environmental Coordinator

MEETING DATE: June 9, 2025

TOPIC: Consider Resolution Number 25-83, Authorize Professional Services Agreement of Plans and Specs, Shenandoah Park Water Quality Project

VOTE REQUIRED: Simple Majority

INTRODUCTION

The Council is being asked to consider the approval of Resolution No. 25-83, Authorizing the professional services agreement for Plans and Specifications for the Shenandoah Stormwater Quality Improvement project.

BACKGROUND

In 2022 the City Council authorized a partnership with the Rice Creek Watershed District to identify potential water quality improvements to reduce volume and sediment/nutrient loading to Rice Lake. Rice Lake is designated by the Minnesota Pollution Control Agency (MPCA) as an impaired water. The study evaluated potential improvements to Shenandoah Park.

The city has been awarded Watershed Based Implementation Funding through the Board of Soil and Water Resources in the amount of \$52,650 to complete plans and specifications for the proposed water quality improvements.

WSB LLC, has submitted a proposal to complete the professional services including plans and specifications, bidding, survey, and permitting. The proposal to complete the Shenandoah Park stormwater Improvements is not to exceed fee of \$58,500.

The city has funding in the Surface Water Management Program to address the cost share requirements through the grant agreement. The city will be responsible for \$5,850 associated with the project.

RECOMMENDATION

Adopt Resolution No. 25-83, Authorizing the Professional Services Agreement for Plans and Specs, Shenandoah Stormwater Quality Improvement Project.

ATTACHMENTS

1. Resolution No. 25-83
2. Shenandoah Concept Plan

**CITY OF LINO LAKES
RESOLUTION NO. 25-83**

**Authorize Professional Services Agreement For the Shenandoah Stormwater
Quality Improvement Project**

WHEREAS, the City Council finds that it would be in the best interest of the City to proceed with the preparation of plans and specifications for the Shenandoah Stormwater Quality Improvement Project; and

WHEREAS, the Shenandoah Stormwater Improvements will benefit stormwater discharges to Rice Lake, a MPCA impaired water body; and

WHEREAS, WSB, the City Engineer, has submitted a proposal to prepare plans and specifications for said improvements.

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

1. Authorizes preparation of the Plans and Specifications for the Shenandoah Stormwater Quality Improvement Project.
2. WSB is designated as the engineer for this improvement and directed to prepare plans and specification for an amount not exceed \$58,500

BE IT FURTHER RESOLVED

Adopted by the City Council of the City of Lino Lakes this _____ day of _____, 2025.

Rob Rafferty, Mayor

ATTEST:

Roberta Colotti, CMC, City Clerk

