



CITY COUNCIL AGENDA

(UPDATED 06/23/25)

Monday, June 23, 2025

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

***Mayor Rafferty, Councilmembers Cavegn, Lyden, Ruhland and Stoesz
City Administrator: Karen Anderson***

CITY COUNCIL WORK SESSION, 5:30 P.M.

Community Room | Not Televised

- A. Call to Order and Roll Call
- B. Setting the Agenda: Addition or Deletion of Agenda Items
- C. Review Municipal Cannabis Dispensary, Feasibility Study Proposal
- D. Approval of Contract for Strategic Planning Sessions
- E. Approve 2026 Budget Calendar
- F. Review Regular Agenda
- G. Adjourn

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 23, 2025 (Check No. 122972 through 123075) in the Amount of \$2,943,637.27
- B. Approval of June 4, 2025, Council Closed Meeting Minutes
- C. Approval of June 4, 2025, Council Special Work Session Minutes

- D. Approval of June 9, 2025, Council Work Session Minutes
- E. Approval of June 9, 2025, Council Meeting Minutes
- F. Approval of Contract for Strategic Planning Sessions

2. Finance Department Report

- A. Approval of Resolution 2025-91 Providing for the Issuance and Sale of \$8,090,000 General Obligation Bonds, Series 2025A and Levying a Tax for the Payment Thereof, Kelly Horn

3. Administration Department Report

- A. Consider Approval of Municipal Cannabis Dispensary Feasibility Study, Karen Anderson
- B. Consider First Reading of Ordinance 12-25 Regulating Pet Stores, Roberta Colotti
- C. Consider Amendment to Rules of Decorum, Roberta Colotti

4. Police Department Report

- A. Consider Appointment of Police Officer, Curt Boehme

5. Fire Department Report

- A. Consider Appointment of Paid On-Call Firefighter, Dan L'Allier
- B. Consider Appointment of Paid On-Call Firefighter, Dan L'Allier
- C. Consider Appointment of Part-Time Firefighter, Dan L'Allier
- D. Consider Approval to Offer Healthcare Benefits to Firefighters, Dan L'Allier

6. Public Services Department Report

7. Community Development Report

- A. Phelps Road Stockpile, Diane Hankee
 - i. Consider Resolution No. 25-89 Approving Interim Use Permit
 - ii. Consider Resolution No. 25-90 Approving Site Improvement Performance Agreement
- B. Vacating Drainage and Utility Easement on Outlot A, Alino Addition, Diane Hankee

- i. Consider 2nd Reading of Ordinance No. 11-25
- ii. Consider Resolution No. 25-88, Approving Summary Publication of Ordinance No. 11-25

C. Consider Resolution No. 25-87, Authorize the Preparation of Plans and Specifications, 2026 Birch Street Sewer Crossing, Diane Hankee

D. Consider Resolution No. 25-86, Approving Payment No. 3 (Final), Red Hawk Storm Sewer Improvement Project, Diane Hankee

8. Unfinished Business

9. New Business

10. Notices and Communications

A. Environmental Board Meeting, June 25th at 6:30 p.m., Council Chambers

ADJOURNMENT

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

STAFF ORIGINATOR: Kelly Horn, Finance Director

MEETING DATE June 23, 2025

AGENDA ITEM: Approve 2026 Budget Calendar

INTRODUCTION

Attached is the proposed calendar of workshops and internal meetings for the 2026 Budget and 2026 - 2030 Financial Plan development and adoption. The dates in red indicate meetings where it is ideal to have full Council attendance.

BACKGROUND

REQUESTED COUNCIL DIRECTION

Confirm that the proposed schedule is satisfactory, or if different meeting dates need to be determined. Approve 2026 Budget Calendar.

ATTACHMENTS

1. 2026 Budget Calendar (002)



2026 Budget Calendar - DRAFT

2025 Date	2026 Budget Item
By Jun 6th	Budget worksheets distributed to Department Directors
Jun 27	Department Directors submit 2026-2030 CIP requests
Jun 27	Department Directors submit 2026 budget requests
Jul 11	City Administrator reviews CIP requests with Department Directors
Jul 15	City Administrator reviews budget requests with Department Directors
Aug 4	City Council receives 2026 Budget Book and 2026-2030 Financial Plan
Aug 11	City Council Work Session: Tax Levy, 2026 CIP, General Fund Budget
Aug 25	City Council Work Session: Rookery & Enterprise Fund Budgets
Sep 22	City Council adopts Proposed 2026 Budget and Tax Levy and sets Public Hearing date
Sep26	<i>Preliminary Tax Levy and Public Hearing date are certified to Anoka County</i>
Oct-Dec	Follow-up City Council Work Sessions
Mid-Nov	<i>County mails Truth in Taxation notices to taxpayers</i>
Dec 8	City Council holds Public Hearing and adopts Final 2026 Budget and Tax Levy City Council accepts 2026-2030 Financial Plan
Dec 29	<i>Final Tax Levy is certified to Anoka County</i>



Expenditures

June 23, 2025

Check #122972 to #123075

\$2,943,637.27

Significant Disbursements this Period:

- GMH Asphalt Corporation - \$401,198.71 – 2025 Street Rehabilitation Project
- R.L. Larson Excavating Inc - \$1,978,642.35 – 2025 Steet Reconstruction Project

CHECK REGISTER FOR CITY OF LINO LAKES

CHECK NUMBER 122972 - 123075

- CHECK TYPE: PAPER CHECK

Check Date	Check	Vendor Name	Description	Amount
Bank CKING POOLED CHECKING				
06/11/2025	122972	DIMKE EXCAVATING, INC.	2024 SWMP CITY HALL STM	56,002.05
06/11/2025	122973	R.L. LARSON EXCAVATING INC	2025 STREET RECONSTRUCTION PROJECT	1,050,570.80
06/06/2025	122974	AFSCME COUNCIL #5	Remittance Check	550.98
06/06/2025	122975	INTERNATIONAL UNION OF OPERAT	Remittance Check	595.00
06/06/2025	122976	LAW ENFORCEMENT LABOR SERVICE	Remittance Check	1,752.00
06/23/2025	122977	ADVANCED FIRST AID INC.	AED BATTERY	525.00
06/23/2025	122978	AFLAC	JUNE INSURANCE PREMIUMS	459.84
06/23/2025	122979	AMERICAN LEGAL PUBLISHING COR	INTERNET RENEWAL 07/07/25-07/07/26	400.00
			CITY CODE UPDATE	150.00
				550.00
06/23/2025	122980	ANGELA THORSON	TABS FOR VECHICLES 306 & 307	33.20
06/23/2025	122981	ANOKA COUNTY SHERIFF'S OFFICE	Q1 2025 TZD GRANT	2,356.68
06/23/2025	122982	ANOKA COUNTY TREASURY OFFICE	GOVT MEETING - M. RUHLAND	11.00
			JUNE 2025 CAC FIBER	225.00
				236.00
06/23/2025	122983	ASPEN MILLS, INC.	UNIFORM ALLOWANCE - W. OWENS	49.35
			DEPT EXP - A. ZUHLSDORF	331.59
				380.94
06/23/2025	122984	BITUMINOUS ROADWAYS, INC.	ASPHALT HOT MIX	11,046.74
06/23/2025	122985	BRIAN FINKE	TUITION REIMBURSEMENT	493.65
06/23/2025	122986	C.W. HOULE, INC.	2025 SWMP RED HAWK TRL STM SWR	17,615.85
			2025 SWMP RED HAWK TRL STM SWR	2,161.25
			2025 SWMP RED HAWK TRL STM SWR	1,040.90
				20,818.00
06/23/2025	122987	CALEB KOSKELA	2025 SPRING PHOTO CONTEST WINNER	25.00
06/23/2025	122988	CENTENNIAL UTILITIES	NATURAL GAS	3,302.89
06/23/2025	122989	CENTURY COLLEGE	TUITION - B. BYRNE - GRANT REIMBURSABLE	775.00
06/23/2025	122990	CENTURYLINK	TELEPHONE - ROOKERY POOL EMERGENCY PHON	142.91
			TELEPHONE - ROOKERY FIRE PROTECTION EQU	67.30
			TELEPHONE - CIVIC COMPLEX FIRE PROTECTI	68.69
				278.90
06/23/2025	122991	CITY OF ANOKA	Q1 2025 TZD GRANT	684.49
06/23/2025	122992	CITY OF BLAINE	Q1 2025 TZD GRANT	4,355.86
06/23/2025	122993	CITY OF COLUMBIA HEIGHTS	Q1 2025 TZD GRANT	1,080.45
06/23/2025	122994	CITY OF COON RAPIDS	Q1 2025 TZD GRANT	3,782.96
06/23/2025	122995	CITY OF FRIDLEY	Q1 2025 TZD GRANT	1,890.79
06/23/2025	122996	CITY OF RAMSEY	Q1 2025 TZD GRANT	1,737.74
06/23/2025	122997	CLARK J. GOODER	2ND QTR 2025 STIPEND	200.00
06/23/2025	122998	COMCAST	PHONE & INTERNET SERVICES	167.25
06/23/2025	122999	CONFITREK, INC.	TRAINING COMPLIANCE SOFTWARE	288.00

CHECK REGISTER FOR CITY OF LINO LAKES

CHECK NUMBER 122972 - 123075

- CHECK TYPE: PAPER CHECK

Check Date	Check	Vendor Name	Description	Amount
Bank CKING POOLED CHECKING				
06/23/2025	123000	CONNEXUS ENERGY	WATERMARK PARK PAVILION ELECTRICITY	46.98
			ELECTRICITY	6,352.67
				<u>6,399.65</u>
06/23/2025	123001	CORE & MAIN LP	RUBBER METER WASHERS	35.75
06/23/2025	123002	CRAFCO, INC.	ASPHALT ROAD MAINTENANCE MATERIAL	11,700.00
06/23/2025	123003	DEERE & COMPANY	ZERO TURN AND BAGGER #426	16,949.28
06/23/2025	123004	EARL F. ANDERSEN	FLASHERS AND HAZARD SIGNS	518.80
06/23/2025	123005	EHLERS AND ASSOCIATES	MAY HOURLY SERVICES - K. HORN	23,250.00
06/23/2025	123006	EMERGENCY AUTOMOTIVE TECHNOLO	PARTS FOR SQUAD 325 BUILD	12,461.94
			PARTS FOR SQUAD 326 BUILD	12,461.94
			INSTALLATION OF FIRE RADIO #632	501.75
			PARTS FOR SQUAD 324 BUILD	12,300.30
				<u>37,725.93</u>
06/23/2025	123007	FACTORY MOTOR PARTS COMPANY	OUTER AIR FILTER #422	14.06
			FUEL FILTER #421	6.31
			OIL FILTER #422	3.53
			IN-LINE FUEL FILTER #421	1.78
			STOCK FILTERS	41.23
				<u>66.91</u>
06/23/2025	123008	FAUL PSYCHOLOGICAL PLLC	PRE-EMPLOYMENT EVALUATION - K. MCKINNEY	665.00
			PRE-EMPLOYMENT EVALUATION - K. PAGE & C	1,330.00
				<u>1,995.00</u>
06/23/2025	123009	FERGUSON WATERWORKS #2518	GREEN AND BLUE MARKING PAINT	146.64
			ALPHA CLAMPS FOR WATER MAIN	2,411.19
				<u>2,557.83</u>
06/23/2025	123010	FINANCE & COMMERCE, INC.	AFB 2025 STREET REHABILITATION PROJECT	316.54
			AFB 2025 STREET RECONSTRUCTION PROJECT	300.39
			AFB 2023 LAKE DRIVE TRUNK WATER MAIN IM	234.96
			AFB 2025 MARKET PLACE DRIVE REALIGNMENT	306.85
				<u>1,158.74</u>
06/23/2025	123011	FIRE SAFETY EDUCATION	JUNIOR FIREFIGHTER HATS (500) & ACTIVIT	478.38
06/23/2025	123012	GMH ASPHALT CORPORATION	2025 STREET REHABILITATION PROJECT	401,198.71
06/23/2025	123013	GOLDSTREET DESIGN AGENCY, INC	2024 ANNUAL WATER QUALITY REPORT	1,671.00
06/23/2025	123014	GOPHER STATE ONE-CALL	MAY 2025 LOCATES	778.95
06/23/2025	123015	HAWKINS, INC.	CHLORINE CYLINDERS	100.00
06/23/2025	123016	HERITAGE EMBROIDERY & DESIGN	SUMMER DAY CAMP APPAREL	1,283.20

CHECK REGISTER FOR CITY OF LINO LAKES

CHECK NUMBER 122972 - 123075

- CHECK TYPE: PAPER CHECK

Check Date	Check	Vendor Name	Description	Amount
Bank CKING POOLED CHECKING				
			ROOKERY APPAREL	144.00
				<u>1,427.20</u>
06/23/2025	123017	HOFFMAN & MCNAMARA COMPANY	2025 BOULEVARD TREE PLANTING	8,220.00
			DEVELOPMENT TREES	<u>6,162.00</u>
				14,382.00
06/23/2025	123018	HOTSY MINNESOTA	PRESSURE WASHER WAND REPAIR PARTS	32.60
06/23/2025	123019	IMAGE PRINTING & GRAPHICS, IN	ROOKERY TRI-FOLD BROCHURES	428.50
06/23/2025	123020	INFINITE HEALTH COLLABORATIVE	FIRE WELLNESS PROGRAM - AFG GRANT REIMB	8,610.00
06/23/2025	123021	INSTRUMENTAL RESEARCH, INC.	MAY WATER TESTING	375.00
06/23/2025	123022	INTERSTATE POWER SYSTEMS, INC	GENERATOR REPLACEMENT - FIRE 1	37,290.00
06/23/2025	123023	J. BECHER & ASSOCIATES, INC.	WIRE NEW DISHWASHER- GRANT REIMBURSED	1,000.00
06/23/2025	123024	JULIE CUTTS	2ND QTR 2025 STIPEND	75.00
06/23/2025	123025	KATHY BALLERING	2ND QTR 2025 STIPEND	150.00
06/23/2025	123026	KELLIE SCHMIDT	2ND QTR 2025 STIPEND	75.00
06/23/2025	123027	L.T.G. POWER EQUIPMENT	HYDRAULIC OIL & FILTERS #415	199.95
			WEED WHIP AND STRING	489.84
			BELTS (3) #415	233.81
			HOURLY METER GAUGE #507	<u>44.72</u>
				968.32
06/23/2025	123028	LANGUAGE LINE SERVICES	MAY INTERPRETATION SERVICES	181.28
06/23/2025	123029	LEAGUE OF MINNESOTA CITIES	2025 LMC ANNUAL CONFERENCE - D. STOESZ	475.00
06/23/2025	123030	LEAST SERVICES/COUNSELING, LL	COUNSELING SERVICES	750.00
			MONTHLY RETAINER FEE	<u>180.00</u>
				930.00
06/23/2025	123031	MANSFIELD OIL COMPANY	1,001 GALLONS OF GASOLINE, 1,000 GALLON	5,888.32
06/23/2025	123032	Medica	HEALTH INSURANCE PREMIUMS	52,468.13
06/23/2025	123033	MEDICINE LAKE TOURS	ADULT DAY TRIP CHATEAU WINERY	3,491.00
06/23/2025	123034	MET COUNCIL ENVIRONMENTAL SER	MAY 2025 SAC	56,583.45
06/23/2025	123035	METRO SALES INCORPORATED	CITY HALL WIDE FORMAT COPIER	80.05
06/23/2025	123036	MIDWAY FORD COMPANY	REPLACE DPF ASSEMBLY AND SENSORS #256	8,788.20
06/23/2025	123037	MIDWEST GROUNDCOVER	PLAYGROUND SURFACING FOR BEHM'S PARK	15,960.00
06/23/2025	123038	MIDWEST RESCUE TOOLS LLC	FIRE EXTRICATION TOOLS	861.64
06/23/2025	123039	MINNEAPOLIS OXYGEN COMPANY	CARBON DIOXIDE CYLINDER	40.27
06/23/2025	123040	MINNESOTA FIRE SERVICE CERTIF	OFFICER II CERT EXAM - B. GUSTAFSON & D	284.00
06/23/2025	123041	MNSPECT, LLC	FIELD INSPECTIONS MAY 2025	7,885.00
06/23/2025	123042	NAC MECHANICAL & ELECTRICAL	MAKE UP AIR REPAIR	536.50
06/23/2025	123043	NORTH COUNTRY AUTO BODY & MEC	CLAIM #CA438487 SQUAD #320 STRUCK DEER	9,665.21
06/23/2025	123044	NORTHERN TOOL COMMERCIAL ACCO	TRAILER JACK #703	137.74
06/23/2025	123045	NUSS TRUCK & EQUIPMENT	UPSTREAM NOX SENSOR #260	763.93
06/23/2025	123046	O'REILLY AUTOMOTIVE STORES	WHEEL BEARING #255	326.07
			MARKER LIGHT BULBS #215	<u>21.03</u>

CHECK REGISTER FOR CITY OF LINO LAKES

CHECK NUMBER 122972 - 123075

- CHECK TYPE: PAPER CHECK

Check Date	Check	Vendor Name	Description	Amount
Bank CKING POOLED CHECKING				
			FUEL FILTER #406	5.41
			FUEL FILTER #509	8.38
			POWER STEERING PUMP #505	205.42
			FUEL FILTER #509	10.66
			MARKER LIGHT LENS COVER #509	1.19
			SNOW PLOW HYDRAULIC OIL (STOCK)	311.74
			POWER STEERING HOSE #505	63.71
			BRAKE ASSEMBLIES #703	163.98
				<u>1,117.59</u>
06/23/2025	123047	OCCUPATIONAL HEALTH CENTERS O	OSHA BLOODBORNE PATHOGENS STANDARD	117.00
			NEW HIRE TESTING	496.00
				<u>613.00</u>
06/23/2025	123048	OERTEL ARCHITECTS	ARCHITECTURE DESIGN - PUBLIC WORKS BUIL	14,586.50
06/23/2025	123049	OTTER LAKE ANIMAL CARE CENTER	K9 MEDICATION	23.39
06/23/2025	123050	PATRICK H. HUELMAN	2ND QTR 2025 STIPEND	150.00
06/23/2025	123051	PERFORMANCE PLUS LLC	PRE-EMPLOYMENT ASSESSMENT	471.00
06/23/2025	123052	PIONEER MANUFACTURING COMPANY	ATHLETIC FIELD PAINT	1,208.14
06/23/2025	123053	POMP'S TIRE SERVICE, INC.	(4) TIRES TRAILER #703	425.24
06/23/2025	123054	PREMIUM WATERS, INC.	KANDIYOHI WATER	126.88
06/23/2025	123055	PRESS PUBLICATIONS, INC.	ORD. NO. 09-25 REZONE NATURES REFUGE NO	202.72
			ORD. NO. 06-25 REPEAL PUBLIC SAFETY DEP	44.35
			ORD. NO. 08-25 PROVIDING FOR A FIRE DEP	164.71
			ORD. NO. 07-25 PROVIDING FOR A POLICE D	177.38
				<u>589.16</u>
06/23/2025	123056	QUADIENT FINANCE USA, INC.	POSTAGE MACHINE POSTAGE	500.00
06/23/2025	123057	R.L. LARSON EXCAVATING INC	2025 STREET RECONSTRUCTION PROJECT	928,071.55
06/23/2025	123058	ROBERTA COLOTTI	MILEAGE REIMBURSEMENT	78.40
06/23/2025	123059	SHRED-IT, C/O STERICYCLE, INC	DOCUMENT DESTRUCTION	119.81
06/23/2025	123060	Springbrook Holding Company,	DECEMBER CIVIC PAY CREDIT CARD FEES	260.50
			DECEMBER CIVIC PAY CREDIT CARD FEES	(240.00)
				<u>20.50</u>
06/23/2025	123061	SQUIRES, WALDSPURGER & MACE P	LEGAL	14,482.46
06/23/2025	123062	STAPLES INC.	OFFICE SUPPLIES	699.49
06/23/2025	123063	TAHO SPORTSWEAR, INC.	HIGH VISIBILITY LONG SLEEVE SHIRTS	145.55
06/23/2025	123064	TEDDER INDUSTRIES, LLC	UNIFORM ALLOWANCE - K. TRACY	163.65
06/23/2025	123065	TRAUT COMPANIES	WELL 1 MOTOR AND PUMP REPAIR/REHAB	40,946.00
06/23/2025	123066	TWIN CITIES FLAG SOURCE, INC.	REPLACEMENT FLAGS FOR CITY FLAGPOLES	265.50
06/23/2025	123067	U.S. BANK	UNIFORM ALLOWANCE - A. NG	108.12
			DEPT EXP - K. MCKINNEY	223.69
			PROGRAM CHECK IN SOFTWARE MONTHLY FEE	59.00
			SEWER TOOLS AND SUPPLIES	32.25

CHECK REGISTER FOR CITY OF LINO LAKES

CHECK NUMBER 122972 - 123075

- CHECK TYPE: PAPER CHECK

Check Date	Check	Vendor Name	Description	Amount
Bank CKING POOLED CHECKING				
				23,790.20
06/23/2025	123068	UYANGA BAYANDALAI	2ND QTR 2025 STIPEND	150.00
06/23/2025	123069	VALLEY-RICH CO., INC.	WATER MAIN REPAIR HAWK RIDGE CIR	5,459.00
06/23/2025	123070	WALTERS RECYCLING & REFUSE	TRASH & RECYCLING	314.93
			TRASH & RECYCLING	1,751.04
				2,065.97
06/23/2025	123071	WATER CONSERVATION SERVICE IN	LEAK DETECTION SERVICES	585.00
06/23/2025	123072	WILLIAM KUSTERMAN	2ND QTR 2025 STIPEND	75.00
06/23/2025	123073	WM CORPORATE SERVICES, INC.	UNSCREENED STREET SWEEPINGS TO LANDFILL	200.00
06/23/2025	123074	XCEL ENERGY	ELECTRIC	157.23
			ELECTRIC	4,897.58
				5,054.81
06/23/2025	123075	XTREME CUSTOM APPAREL & PROMO ROOKERY APPAREL		95.00
CKING TOTALS:				
Total of 104 Checks:				2,943,637.27
Less 0 Void Checks:				0.00
Total of 104 Disbursements:				2,943,637.27



Electronic Funds Transfer
MN Statute 471.38 Subd. 3

Council Meeting June 23, 2025

Transfer In/(Out)

5/19/2025 Sales & Use Tax	(8,374.00)
6/6/2025 Council Payroll #06	(3,707.35)
6/6/2025 Council Payroll #06 Federal Deposit	(209.06)
6/6/2025 Council Payroll #06 PERA	(410.72)
6/6/2025 Council Payroll #06 State	(44.94)
6/5/2025 Transfer from Money Market	3,500,000.00
6/6/2025 Payroll #12	(233,032.15)
6/6/2025 Payroll #12 Federal Deposit	(66,812.88)
6/6/2025 Payroll #12 PERA	(61,730.20)
6/6/2025 Payroll #12 State	(15,546.67)
6/6/2025 Payroll #12 Child Support	(335.13)
6/6/2025 Payroll #12 H.S.A. Bank Pretax	(4,176.53)
6/6/2025 Payroll #12 TASC Pretax	(1,031.06)

**Lino Lakes City Council
Closed Meeting
Minutes**

DATE: June 4, 2025
TIME STARTED: 6:00 P.M.
TIME ENDED: 7:21 P.M.
LOCATION: Community Room
MEMBERS PRESENT: Mayor Rafferty Councilmembers Cavegn, Ruhland, Lyden and Stoesz
MEMBERS ABSENT: None

Staff Members Present: Dave Pecchia, Karen Anderson, Roberta Colotti, Curt Boehme, Dan L’Allier and Brian Finke.

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. Announcement

Mayor Rafferty announced that Pursuant to Minnesota Statutes, Section 13D.03 Closed Meetings for Labor Negotiations Strategy, the Lino Lakes City Council meeting will be closed this evening, June 4, 2025, at 6 p.m. to consider strategy for labor negotiations, including negotiations strategies or developments or discussion and review of labor negotiation proposals and the meeting shall be held in the Community Room at City Hall.

4. Closed Session

Motion to go into Closed Session Pursuant to Minnesota Statutes, Section 13D.03 Closed Meetings for Labor Negotiations Strategy, to discuss the LELS Local #260 and Local #299, police union contracts.

RESULT:	CARRIED [5-0]
MOVER:	Ruhland
SECONDER:	Cavegn
AYES:	Rafferty, Cavegn, Lyden, Ruhland and Stoesz
NAYS:	None

Council discussion of labor negotiations strategy related to the LELS Local #260 and Local #299, police union contracts.

Motion to return to Open Session.

RESULT:	CARRIED [5-0]
MOVER:	Stoesz
SECONDER:	Lyden
AYES:	Rafferty, Cavegn, Lyden, Ruhland and Stoesz
NAYS:	None

5. Adjournment

Mayor Rafferty adjourned the meeting at 7:21 p.m.

These minutes were approved at the regular Council Meeting on June 23, 2025.

Roberta Colotti, CMC
City Clerk

Rob Rafferty,
Mayor

**Lino Lakes City Council
Work Session
Minutes**

DATE: June 4, 2025
TIME STARTED: 7:30 P.M.
TIME ENDED: 10:25 P.M.
LOCATION: Community Room
MEMBERS PRESENT: Mayor Rafferty Councilmembers Cavegn, Ruhland Lyden and Stoesz
MEMBERS ABSENT: None

Staff Members Present: Dave Pecchia, Karen Anderson, Roberta Colotti, Kelly Horn Tracy Thoma, Curt Boehme, Dan L'Allier and Brian Finke

1. Call to Order and Roll Call

Mayor Rafferty called the meeting to order at 7:30 p.m.

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

The agenda was adopted as presented.

3. Police Department Retention and Recruitment Plan

The City Council supported the Police Department Retention and Recruitment Plan as presented with an amendment to the recruitment bonus amount.

4. Fire Department Strategic Implementation Plan

The Fire Chief presented a PowerPoint presentation outlining the Fire Department immediate needs in preparation for staffing 24-hours a day, 7 days a week. Items to be completed by the end of 2025 include applying for a Staffing For Adequate Fire and Emergency Response (SAFER) grant for 15 full-time employees. Promote current Fire Lieutenant/Fire Inspector to Deputy Fire Chief/Fire Marshal. Hire a full-time Firefighter with administrative duties. Plan for accommodations (dorm) at both Fire Stations. Apparatus, equipment and gear for staff. Four Duty Crew Firefighters on a shift, Monday through Sunday 0600-1800. Begin the hiring process of the three Battalion Chiefs.

Mayor Rafferty said when talking about life and safety the city needs to have a plan, however, the Citygate plan is jumping us from a paid on-call department to a full-time department. It was reported by the Fire Chief that there were paid part time Duty Crew firefighters signed up to work a weekly schedule but that was put on hold because of the health insurance costs associated with the plan. Maybe the city should start with that and pay the health insurance costs. The first question that needs to be answered before implementing the Citygate plan is where the money is going to come from to cover the new costs.

The Fire Chief clarified that the paid on-call schedule only covered Monday through Friday during the day. They need coverage 24/7. He said the Citygate study pointed out where the deficiencies were and propose a three-year plan to address the deficiencies. It may be possible to spread the plan out, but the staffing levels identified in the study are where the department needs to be. He stated that with a full-time department there would be a need for less firefighters and therefore less turnout gear. If the Department wants to contract out services to neighboring communities, they need to be fully staffed. He stated that they could have 12 vs. 15 firefighters if they have the two station dorms to accommodate 24-hour coverage.

The Interim City Administrator stated that to address the deficiency during the daytime the part time Duty Crew firefighter's schedule could be adopted and the insurance benefits funded. With the promotion of the Deputy Chief and 1 Battalion Chief working different hours could partially cover after hours. This would provide the city with time to talk with neighboring cities. It doesn't stop us from applying for a SAFER grant. It would be a bridge between current and future plans.

Councilmember Cavegn stated that even if Lino Lakes sub-contracts services to neighboring cities, that would only cover a fraction of the costs. The total 77% increase resulting from the plan is too much. He recognized that we may need the staffing levels identified, but the costs are too much.

Councilmember Ruhland stated that the City just completed the fire department study, one option would be to apply for a fraction of the planned staff funding through the SAFER grant for 2026 and then apply again for additional staffing in future years.

Councilmember Lyden concurred that the budget numbers to move to a full-time department were almost impossible.

The Interim Finance Director reviewed the budget projections. She identified which costs in the plan for personnel, facilities and equipment were one-time and/or transitional costs that could be supported by a one-time transfer from the contingency fund and which items would become part of the annual budget expenses.

Councilmember Ruhland asked if there was a way to calculate the tax capacity ahead of the numbers provided by Anoka County for budgeting purposes, using the building permit data.

The Interim Finance Director provided the current numbers available and stated that it would be a special project to prepare a tax capacity estimate separate from the County numbers.

The Interim City Administrator stated that he would ask the Community Development Director to follow up with Councilmember Ruhland on building permit data.

Councilmember Stoesz asked if a two-year budget would be advisable to assist in budgeting for the fire service.

The Interim Finance Director stated that currently the city uses an annual budget, so it would take some time to develop a two-year budget, however, once established it would be the same process as an annual budget to update. She noted that an annual budget provides greater flexibility than a two-year budget.

The Fire Department SAFER grant, Station 1 & 2 facility improvements/dorms, and equipment needs are all topics to be forwarded to a future regular meeting for formal action.

Council Consensus

It was the consensus of the City Council to support the part time Duty Crew firefighter's daytime schedule to provide coverage as secured by the Fire Chief and to provide insurance benefits as required.

5. Notices and Communications

None

6. Adjournment

Mayor Rafferty adjourned the meeting at 10:25 p.m.

These minutes were approved at the regular Council Meeting on June 23, 2025.

Roberta Colotti, CMC
City Clerk

Rob Rafferty,
Mayor

**Lino Lakes City Council
Work Session
Minutes**

DATE: June 9, 2025
TIME STARTED: 6:00 P.M.
TIME ENDED: 6:27 P.M.
LOCATION: Community Room
MEMBERS PRESENT: Mayor Rafferty Councilmembers Cavegn, Ruhland, Lyden and Stoesz
MEMBERS ABSENT: None

Staff Members Present: Interim City Administrator Dave Pecchia, City Clerk Roberta Colotti, Human Resources and Communications Manager Meg Sawyer, Community Development Director Michael Grochala, City Planner Katie Larsen, City Engineer Diane Hankee, Assistant City Engineer Kate Achenbach, 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. Administration Update

No report.

4. Review Regular Agenda

The Community Development Director reviewed the Public Works Building Improvement project and associated professional services contracts with RJM Construction and Oertel Architects.

The Human Resources and Communications Manager reported that the hiring of the Public Works Maintenance position is to backfill a vacancy due to retirement.

The Chief of Police reviewed the police union contracts and Retention and Recruitment Plan proposed for formal action this evening.

Councilmember Stoesz questioned the dates being used for the two-year authorization to hire above the number of approved police officers.

The Chief of Police said that he was open to setting a date the Council preferred.

Councilmember Stoesz stated that he preferred a budget year to be used for the authorization.

Mayor Rafferty questioned the budgeting practice for the extra officers.

The Interim City Administrator stated that when the Council sets the 2026 and future budgets, the additional officers' salary can be budgeted as part of the Contingency Fund line item.

The Chief of Police reviewed the officer hiring bonus and noted that other cities have a minimum number of years of service. He recommended that the hiring bonus be available for those with one or more years of service.

Councilmember Stoesz recommended that 2080 hours be used vs. 12-months when calculating one year of service.

The Interim City Administrator reviewed the proposal to have another step, at three years of service. With \$2,500 for less than three years and \$5,000 for more than three years' experience. With payment in two installments, one at the time of hire and one at the completion of the training period.

The Fire Chief reviewed Item 5A Application for a SAFER Grant for 15 Full-Time Firefighters with three of these positions being Battalion Chiefs. With direction to bring the final application back for Council approval, prior to the submittal date.

Mayor Rafferty stated that it is extremely important that we look at ways to move forward. To take the analysis from the Citygate report. He stated that he would favor the SAFER grant but not as currently presented. He questioned how the city would fund the full-time positions after the grant period.

Councilmember Lyden stated there is the fire department we deserve and the fire department we can afford. When looking at the SAFER grant. Suggest paring it down as we cannot afford a full-time Duty Crew. He presented a possible schedule and recommended moving forward slowly to provide a chance to work with neighboring communities.

Mayor Rafferty said that he supports a positive effort to move forward in that direction.

Councilmember Ruhland stated that he agrees that the City cannot just do everything outlined in the Citygate report at once. He questioned if our grant would be competitive if the City only applies for one or two fire department positions through the SAFER grant.

Councilmember Ruhland outlined a plan for 12 firefighters including three Battalion Chiefs, one Administrative Position, and a Deputy Chief. With positions to be included in the SAFER grant as eligible.

Councilmember Ruhland stated that with these staffing changes we can demonstrate to neighboring communities what the Lino Lakes Fire Department can provide for services and possible contracts.

Mayor Rafferty stated that the SAFER grant is a three-year grant. He also noted that one neighboring community is in contract discussions with another department for a three-year contract.

Councilmember Cavegn asked what happens with the grant if we do not fill the positions.

The Fire Chief stated that the city will have 180 days to fill the positions once the grant is awarded, however, they will work with the city if additional time is needed.

Mayor Rafferty asked what if the city turned down the grant following an award.

The Fire Chief stated that turning down a grant award would count against the city for any future grant applications.

Councilmember Stoesz stated that he would like to see budget numbers for six years, with and without the SAFER grant.

Councilmember Ruhland agreed he would like to review the budget with and without the SAFER grant.

Mayor Rafferty re-stated that he is not comfortable with the SAFER grant as written. He stated that he cannot see how the city can afford the personnel costs following the expiration of the grant. He reviewed the options for supporting the current Duty Crew and the staffing options.

Mayor Rafferty stated that regarding agenda Item 5B Approving Renovations at Fire Station 1 & 2; to provide for overnight accommodations for the staff hired under the SAFER grant, he does not support the renovations.

Mayor Rafferty stated that regarding agenda Item 5C directing staff to research alternative apparatus and evaluate additional equipment and gear needed, he believes the apparatus discussion can be handled with the Capital Improvement Plan (CIP), 2026 budget discussions.

Councilmember Ruhland asked if we would qualify for a SAFER grant if we applied for just one or two positions.

Mayor Rafferty stated that applying for one or two positions now could buy the city some time.

Councilmember Stoesz stated that he would make a motion to remove Items 5 (A-C) from the regular meeting agenda tonight.

5. **Adjournment**

Mayor Rafferty adjourned the meeting at 6:27 p.m.

These minutes were approved at the regular Council Meeting on June 23, 2025.

Roberta Colotti, CMC
City Clerk

Rob Rafferty,
Mayor

**LINO LAKES CITY COUNCIL
REGULAR MEETING
MINUTES**

DATE: June 9, 2025
TIME STARTED: 6:30 PM
TIME ENDED: 7:22 PM
LOCATION: City Council Chambers
MEMBERS PRESENT: Mayor Rafferty, Councilmembers Cavegn, Lyden, Ruhland and Stoesz
MEMBERS ABSENT: None

Staff Members Present: Interim City Administrator Dave Pecchia, City Clerk Roberta Colotti, Human Resources and Communications Manager Meg Sawyer, Community Development Director Michael Grochala, City Planner Katie Larsen, City Engineer Diane Hankee, Assistant City Engineer Kate Achenbach, Chief of Police Curt Boehme, and Fire Chief Dan L’Allier.

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

Mayor Rafferty provided an overview of the Rules of Decorum.

PUBLIC COMMENT

Mayor Rafferty opened the public comment period.

Megan Helling, 7932 Joseph Court, Lino Lakes, told the story of how she had purchased a puppy and within six months it became ill and the subsequent lifetime of treatments. She said his pain could have been prevented as he was part of a system that prioritizes profits. She stated that Lino Lakes currently does not have any pet stores that sell puppies and kitten, instead they coordinate with local rescue organizations to support the adoption of animals being placed by the rescue organization. Since there are no current pet stores commercially selling puppies and kittens it is an ideal time to enact an ordinance regulating pet store sales of puppies and kittens.

Cindy Ojczyk, 2220 Deer Pass Trail, Lino Lakes, requested that the City Council pass the Humane Pet Store Ordinance and provided a sample copy. She stated that she has a rescue dog that was rescued from a puppy mill. She stated that 130 pet stores in Minnesota do not sell puppies or kittens and instead partner with rescue organizations. She stated that 490 communities have passed the Humane Pet Store ordinance.

Julia Nelson, 689 Oak Lane, Lino Lakes, stated that she is in support of the Humane Pet Store Ordinance as well.

Ms. Nelson stated that her second topic of discussion is the Java 2.0 Project. She stated that the property owners living behind the project area are worried about the increase in traffic in their neighborhoods. She asked if the Council would consider forbidding a right hand turn onto

Maryland Drive that would be taking Maryland Drive North. She said that would discourage some extraneous traffic. She also asked that the Council consider requiring developers that are developing close to existing neighborhoods, to cover the cost of installing trails or sidewalks, due to the increase in traffic, to improve pedestrian safety.

Motion to close the public comment period at 6:49 p.m.

RESULT:	CARRIED [5-0]
MOVER:	Lyden
SECONDER:	Stoesz
AYES:	Rafferty, Cavegn, Lyden, Ruhland and Stoesz
NAYS:	None

SETTING THE AGENDA

Motion to remove Items 5 (A-C) and 7C from the agenda.

RESULT:	CARRIED [5-0]
MOVER:	Stoesz
SECONDER:	Lyden
AYES:	Rafferty, Cavegn, Lyden, Ruhland and Stoesz
NAYS:	None

1. CONSENT AGENDA

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

RESULT:	CARRIED [5-0]
MOVER:	Ruhland
SECONDER:	Cavegn
AYES:	Rafferty, Cavegn, Lyden, Ruhland and Stoesz
NAYS:	None

2. FINANCE DEPARTMENT REPORT

None

3. ADMINISTRATION DEPARTMENT REPORT

A. Appointment: Public Works Maintenance Worker

Motion to appoint Ryan Brown to the Public Works Maintenance Worker position as presented.

RESULT:	CARRIED [5-0]
MOVER:	Stoesz
SECONDER:	Lyden
AYES:	Rafferty, Cavegn, Lyden, Ruhland and Stoesz
NAYS:	None

4. POLICE DEPARTMENT REPORT

The Chief of Police presented the Police Department retention and recruitment plan providing an update to the written report.

Motion to approve the Police Department retention and recruitment plan as presented.

RESULT:	CARRIED [5-0]
MOVER:	Stoesz
SECONDER:	Lyden
AYES:	Rafferty, Cavegn, Lyden, Ruhland and Stoesz
NAYS:	None

5. FIRE DEPARTMENT REPORT

Item Removed from Agenda.

6. PUBLIC SERVICES DEPARTMENT REPORT

None

7. COMMUNITY DEVELOPMENT REPORT

A. Wilkinson Waters Addition

i. Ordinance No. 10-25

Motion to waive full reading of Ordinance No. 10-25, Approving Zoning Ordinance Map Amendment (Rezoning) from R, Rural to PUD, Planned Unit Development.

RESULT:	CARRIED [5-0]
MOVER:	Stoesz
SECONDER:	Cavegn
AYES:	Rafferty, Cavegn, Lyden, Ruhland and Stoesz
NAYS:	None

Motion to provide second reading and adopt Ordinance No. 10-25, Approving Zoning Ordinance Map Amendment (Rezoning) from R, Rural to PUD, Planned Unit Development.

RESULT:	CARRIED [5-0]
MOVER:	Cavegn
SECONDER:	Stoesz
AYES:	Rafferty, Cavegn, Lyden, Ruhland and Stoesz
NAYS:	None
Roll Call Vote	

ii. Resolution No. 25-79

Motion to adopt Resolution No. 25-79, Approving Summary Publication of Ordinance No. 10-25.

RESULT:	CARRIED [5-0]
MOVER:	Cavegn
SECONDER:	Lyden
AYES:	Rafferty, Cavegn, Lyden, Ruhland and Stoesz
NAYS:	None

iii. Resolution No. 25-80

Motion to adopt Resolution No. 25-80, Approving Grading Agreement.

RESULT:	CARRIED [5-0]
MOVER:	Cavegn
SECONDER:	Stoesz
AYES:	Rafferty, Cavegn, Lyden, Ruhland and Stoesz
NAYS:	None

B. Resolution No. 25-77, Java Lino Lakes 2nd Addition, Preliminary Plat

Motion to adopt Resolution No. 25-77, Approving Java Lino Lakes 2nd Addition Preliminary Plat.

RESULT:	CARRIED [5-0]
MOVER:	Stoesz
SECONDER:	Lyden
AYES:	Rafferty, Cavegn, Lyden, Ruhland and Stoesz
NAYS:	None

C. Item Removed from Agenda

D. Resolution 25-78, Clearwater Commons Preliminary Plat

Motion to adopt Resolution No. 25-78, Approving Clearwater Commons Preliminary Plat.

RESULT:	CARRIED [5-0]
MOVER:	Lyden Cavegn
SECONDER:	Ruhland
AYES:	Rafferty, Cavegn, Lyden, Ruhland and Stoesz
NAYS:	None

E. Ordinance No. 11-25 , Alino Addition, Vacating Drainage & Utility Easement

Public Hearing

Mayor Rafferty opened the Public Hearing at 7:09 p.m.

No one was present to speak at the public hearing.

Mayor Rafferty closed the Public Hearing at 7:09 p.m.

Motion to waive full reading of Ordinance No. 11-25, Vacating drainage and utility easement on Outlot A, Alino Addition.

RESULT:	CARRIED [5-0]
MOVER:	Cavegn
SECONDER:	Ruhland
AYES:	Rafferty, Cavegn, Lyden, Ruhland and Stoesz
NAYS:	None

Motion to provide first reading of Ordinance No. 11-25, Vacating drainage and utility easement on Outlot A, Alino Addition.

RESULT:	CARRIED [5-0]
MOVER:	Cavegn
SECONDER:	Ruhland
AYES:	Rafferty, Cavegn, Lyden, Ruhland and Stoesz
NAYS:	None

F. Resolution No. 25-85, Test Well No. 7B Grading

Motion to adopt Resolution No. 25-85, Accepting Quote for Test Well No. 7B Grading.

RESULT:	CARRIED [5-0]
MOVER:	Cavegn
SECONDER:	Ruhland
AYES:	Rafferty, Cavegn, Lyden, Ruhland and Stoesz
NAYS:	None

G. Public Works Building Improvements

i. Resolution No. 25-67, RJM Construction

Motion to adopt Resolution No. 25-67, Approving Professional Services Contract with RJM Construction, Construction Manager as Agent.

RESULT:	CARRIED [5-0]
MOVER:	Lyden
SECONDER:	Ruhland
AYES:	Rafferty, Cavegn, Lyden, Ruhland and Stoesz
NAYS:	None

ii. Resolution No. 25-73, Professional Services Contract Oertel Architects

The Community Development Director presented an updated contract cost for the consideration of the Council.

Resolution No. 25-73, Approving Amendment to Professional Services Contract with Oertel Architects, Civil Engineering and Survey Services as presented.

RESULT:	CARRIED [5-0]
MOVER:	Cavegn
SECONDER:	Ruhland
AYES:	Rafferty, Cavegn, Lyden, Ruhland and Stoesz
NAYS:	None

H. Resolution No. 25-83, Professional Services Agreement, Shenandoah Park Water Quality Project

Motion to adopt Resolution No. 25-83, Authorize Professional Services Agreement of Plans and Specs, Shenandoah Park Water Quality Project

RESULT:	CARRIED [5-0]
MOVER:	Cavegn
SECONDER:	Stoesz
AYES:	Rafferty, Cavegn, Lyden, Ruhland and Stoesz
NAYS:	None

8. UNFINISHED BUSINESS

None

9. NEW BUSINESS

None

10. NOTICES AND COMMUNICATIONS

- Planning & Zoning Board Meeting, June 11th at 6:30 p.m., in the Council Chambers.
- The City Council reviewed possible dates for a Special Work Session.

ADJOURNMENT

Mayor Rafferty adjourned the meeting at 7:22 p.m.

These minutes were approved at the City Council Meeting on June 23, 2025.

Roberta Colotti, CMC
City Clerk

Rob Rafferty,
Mayor

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

STAFF ORIGINATOR: Karen Anderson, City Administrator

MEETING DATE June 23, 2025

AGENDA ITEM: Approval of Contract for Strategic Planning Sessions

VOTE REQUIRED: Simple Majority

INTRODUCTION

Consideration for the approval of entering into a contract with Phil Kern to facilitate strategic leadership planning sessions.

BACKGROUND

Per Council's request, research was done to identify a consultant to provide strategic leadership planning sessions. Phil Kern was recommended by staff and the contract is pending Council's approval.

The contract has been finalized for the City Administrator's signature.

RECOMMENDATION

Staff seeks Council approval for the City Administrator to sign a contract with Phil Kern to facilitate strategic leadership planning sessions and approval of proposed dates for the sessions.

ATTACHMENTS

1. 06-23-25 - Strategic Planning - Proposal

City of Lino Lakes

2025 Strategic Planning and Goal Setting Session Proposal

June 19, 2025

Ms. Karen Anderson, City Administrator-

It is my pleasure to submit to you this proposal for facilitating a Strategic Planning and Goal Setting session in 2025.

The challenge of leadership in local government is significant and spending time as a leadership group is an important first step in any effective organization. Establishing a shared vision and strategies to guide the organization and City toward that vision is important. An established vision and long-term organizational strategies allows decision-makers and staff to perform short-term goals and day-to-day tasks with an understanding of the destination and purpose and organizational clarity throughout the levels of leadership.

The process and organizational time commitment to complete a strategic planning process is significant. It is also time and resources very well spent. In this proposal I will outline the parts of the process and outcomes, but it's also important to understand the value of spending time together as a leadership team talking about your City and organization. As governing bodies and staff leadership teams, so much time is spent on the urgent matters that come before the City and organization. Periodically taking time to step back and focus on all the matters - urgent and not urgent - that impact the future of the City and organization is very important. Being in a City leadership role myself, I have found it to be a very healthy practice for my City's leadership team to conduct a strategic planning and goal setting process every two years, with periodic check-ins a few times in between.

My recommendation for this process would involve two workshops focused on three elements of strategic planning and organizational leadership. Typically, this process will take around three hours per session of time through group work, discussion, staff presentation and prioritization. The outline would be as follows:

1. Long-Term Direction - conducting a series of discussions and activities to develop agreement around general principles of the City's vision and long-term strategies. This will include as outcomes the principles of a vision statement and core strategies. Each of the core strategy statements will be defined and outlined to provide transparency and clarity regarding each item's organizational importance.
2. Organizational Performance - most planning sessions focus on "what" should be accomplished, but taking time to discuss "how" the organization should perform is equally important. Outcomes will include the development of a mission statement and/or organizational values that serve as guiding principles of the City's overall value proposition.

3. Development of a Short-Term Goals program to support immediate needs and the vision/strategic plan of the City. The short-term goals program provides an opportunity for immediate action and specificity in terms of staff direction. It also helps provide assistance for budgeting and resource allocation.

The session would be focused on facilitating a small group consisting of the Mayor and City Council, City Administrator, and staff members as determined by the City Administrator. It is highly encouraged and recommended to include Department Heads and service area leads.

The fee for facilitation services included in this proposal is \$3,700. Facilitation services will include preparation of the agenda and materials for the session. All materials will be provided to the City Administrator electronically at least three working days prior to the session. Additionally, a final report containing outcomes of the session will be provided electronically no later than ten days after the completion of the session. The City shall be responsible for providing the necessary copies of materials for participants and any requested by members of the public. Payment shall be remitted within 30 days of submission of the final report.

Thank you for the opportunity to submit this proposal and for your consideration.

Respectfully submitted,

Phil Kern

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By signing below, the City of Lino Lakes acknowledges receipt of this proposal and agrees to the terms and conditions as outlined herein.

Karen Anderson, City Administrator

Date

**CITY COUNCIL
STAFF REPORT
AGENDA ITEM 2.A.**

STAFF ORIGINATOR: Kelly Horn, Finance Director

MEETING DATE June 23, 2025

AGENDA ITEM: Approval of Resolution 2025-91 Providing for the Issuance and Sale of \$8,090,000 General Obligation Bonds, Series 2025A and Levying a Tax for the Payment Thereof

VOTE REQUIRED: Simple Majority

INTRODUCTION

Staff is requesting Council approval to Award the Sale of the General Obligation Street Reconstruction and Utility Revenue Bonds to finance certain public improvement projects occurring in 2025, including the 2025 Street Reconstruction & Utility Extension Project, as well as Utility Improvements related to Marketplace Drive realignment and the Birch Street Sanitary Sewer Crossing projects.

BACKGROUND

At the May 27th, 2025 meeting, Council authorized the sale of \$8,665,000 General Obligation Bonds, 2025A. The proceeds of this bond will be used to finance the 2025 Street Reconstruction Project and Utility Extensions and Improvements that were included in the 2025 - 2029 Capital Improvement Plan (CIP).

Purpose	Estimated Bond Proceeds	Est. Bond Allocation	Repayment Source
2025 Street Reconstruction	\$ 4,495,000	52%	Tax Levy
Utility Extensions and Improvements	\$ 4,170,000	48%	Special Assessments & Utility Revenues
	\$ 8,665,000	100%	

The results of the bond sale, an approval resolution for Council, and the complete copy of the issuance documents are attached. We were able to reduce the total amount of the bonds due to the number of offers and the favorable interest rate.

The City's Municipal Advisor, Keith Dahl, will be at the meeting to discuss the bidding results

that were received and the award of the sale.

RECOMMENDATION

Adopt Resolution 2025-91, Awarding the Sale of General Obligation Bonds, Series 2025A, in the Original Aggregate Principal Amount of \$8,090,000; Fixing their Form and Specifications; Directing their Execution and Delivery; and Providing for their Payment.

ATTACHMENTS

1. A - Resolution No. 25-91 - Awarding the Sale of GO Bonds Series 2025A
2. B - Sale Day Report
3. C - Lino Lakes Bond Sale Results

EXTRACT OF MINUTES OF MEETING
OF THE CITY COUNCIL OF THE
CITY OF LINO LAKES
ANOKA COUNTY, MINNESOTA

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Lino Lakes, Minnesota, was duly held in the City Hall in said City on June 23, 2025, commencing at _____ o'clock p.m.

The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION AWARDING THE SALE OF GENERAL OBLIGATION BONDS, SERIES 2025A, IN THE ORIGINAL AGGREGATE PRINCIPAL AMOUNT OF \$8,090,000; FIXING THEIR FORM AND SPECIFICATIONS; DIRECTING THEIR EXECUTION AND DELIVERY; AND PROVIDING FOR THEIR PAYMENT

BE IT RESOLVED by the City Council (the “City Council”) of the City of Lino Lakes, Anoka County, Minnesota (the “City”) as follows:

Section 1. Findings, Determinations; Sale of Bonds.

1.01. Background. It is hereby determined that:

(a) Street Reconstruction Bonds.

(i) The City is authorized by Minnesota Statutes, Chapter 475, as amended (the “Act”), including Minnesota Statutes, Section 475.58, subd. 3b, as amended (“Section 475.58, subd. 3b”), to issue general obligation street reconstruction bonds to finance the cost of street reconstruction and bituminous overlay projects.

(ii) Pursuant to a resolution adopted by the Council on June 26, 2023, following a duly noticed public hearing, the Council approved by a vote of two-thirds majority of its members present: (i) a Street Reconstruction Plan for the years 2024 – 2028 (the “Plan”) that described the streets to be reconstructed and estimated costs over a period of five (5) years; and (ii) the issuance of general obligation bonds, all pursuant to the Act, including Section 475.58, subd. 3b.

(iii) The Council hereby finds that no petition for a referendum on the issuance of the bonds to pay the costs of the proposed street reconstruction projects was received by the City within thirty (30) days of the hearing, in accordance with Section 475.58, subd. 3b.

(iv) On May 27, 2025, the Council adopted a resolution (the “Intent Resolution”), authorizing the issuance of general obligation bonds in the aggregate principal amount not to exceed \$4,495,000 (the “Street Portion”), pursuant to the Act, including Section 475.58, subd. 3b, to finance the street reconstruction projects described in the Plan (the “Street Project”), and related financing costs.

(b) Utility Revenue Bonds.

(i) The City is authorized by the Act and Minnesota Statutes, Chapter 444, as amended (“Chapter 444”), to issue general obligation utility revenue bonds to finance the costs of improvements to the City’s water utility systems.

(ii) Within the Intent Resolution, the Council also stated the intention of the City to issue and sell general obligation bonds in the proposed principal amount of \$4,170,000 (the “Utility Portion”), pursuant to the Act and Chapter 444, to provide financing for the construction of various improvements to the City’s utility systems (the “Utility Project”), and related financing costs. The Street Project and the Utility Project are sometimes hereinafter collectively referred to as the “Project.”

(c) Pursuant to the Intent Resolution, the Council determined that the Street Portion and the Utility Portion shall be issued together in a single series in the maximum aggregate principal amount of \$8,665,000 (the “Bonds”). The Council designated the Bonds as the “General Obligation Bonds, Series 2025A.”

(d) The City is authorized by Section 475.60, subdivision 2(9), of the Act to sell the Bonds other than pursuant to a competitive sale because the City has retained Ehlers and Associates, Inc, (the “Municipal Advisor”) to serve as the City’s independent municipal advisor in connection with the sale of the Bonds. The actions of the City staff and the Municipal Advisor in negotiating the sale of the Bonds are ratified and confirmed in all aspects.

1.02. Award to the Purchaser and Interest Rates. The proposal of Piper Sandler & Co. (the “Purchaser”), to purchase the Bonds is hereby found and determined to be a reasonable offer and is hereby accepted, the proposal being to purchase the Bonds at a price of \$8,548,270.98 (par amount of \$8,090,000, plus original issue premium of \$520,459.65, less an underwriter’s discount of \$62,188.67), plus accrued interest, if any, to the date of delivery for Bonds bearing interest as follows:

<u>Year</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Interest Rate</u>
2027	5.000%	2035	5.000%
2028	5.000%	2036	5.000%
2029	5.000%	2037	4.000%
2030	5.000%	2038	4.000%
2031	5.000%	2039	4.000%
2032	5.000%	2040	4.000%
2033	5.000%	2041	4.000%
2034	5.000%		

True interest cost: 3.6885085%

1.03. Purchase Agreement. The execution and delivery of a proposal form, dated as of June 23, 2025 (the “Purchase Agreement”), between the City and the Purchaser, is hereby ratified and confirmed in the form set forth in EXHIBIT A to this resolution (the “Resolution”). The Bonds shall be issued and delivered in accordance with the terms and conditions of the Purchase Agreement and this Resolution. The amount proposed by the Purchaser in excess of the minimum bid, if any, shall be credited to the Debt Service Fund hereinafter created or deposited in the Construction Fund hereinafter created, as determined by the Interim Finance Director in consultation with the Municipal Advisor. The Municipal Advisor is directed to receive and retain the good faith payment of the Purchaser in accordance with the terms of the Purchase Agreement, pending completion of the sale of the Bonds. The Mayor and City Administrator are authorized and directed to execute a contract with the Purchaser on behalf of the City.

1.04. Terms and Principal Amounts of the Bonds. The City will forthwith issue and sell the Bonds pursuant to the Act, including Section 475.58, subd. 3b, and Chapter 444, in the original aggregate principal amount of \$8,090,000, originally dated July 14, 2025, in the denomination of \$5,000 each or any integral multiple thereof, numbered No. R-1, upward, bearing interest as above set forth, and maturing serially on February 1 in the years and amounts as follows:

Year	Amount	Year	Amount
2027	\$375,000	2035	\$560,000
2028	\$395,000	2036	\$590,000
2029	\$415,000	2037	\$615,000
2030	\$435,000	2038	\$640,000
2031	\$460,000	2039	\$665,000
2032	\$485,000	2040	\$695,000
2033	\$510,000	2041	\$720,000
2034	\$530,000		

(a) \$4,195,000 of the Bonds, constituting the Street Portion, maturing on February 1 of the years and in the amounts set forth below, will be used to finance the Street Project:

Year	Amount	Year	Amount
2027	\$195,000	2035	\$290,000
2028	\$205,000	2036	\$305,000
2029	\$215,000	2037	\$320,000
2030	\$225,000	2038	\$330,000
2031	\$240,000	2039	\$345,000
2032	\$250,000	2040	\$360,000
2033	\$265,000	2041	\$375,000
2034	\$275,000		

(b) \$3,895,000 of the Bonds, constituting the Utility Portion, maturing on February 1 of the years and in the amounts set forth below, will be used to finance the Utility Project:

Year	Amount	Year	Amount
2027	\$180,000	2035	\$270,000
2028	\$190,000	2036	\$285,000
2029	\$200,000	2037	\$295,000
2030	\$210,000	2038	\$310,000
2031	\$220,000	2039	\$320,000
2032	\$235,000	2040	\$335,000
2033	\$245,000	2041	\$345,000
2034	\$255,000		

1.05. Schedule of Maturities. The schedule of maturities satisfies the requirements of Section 475.54, subdivision 1 of the Act.

1.06. Optional Redemption. The City may elect on February 1, 2035, and on any day thereafter to prepay Bonds due on or after February 1, 2036. Redemption may be in whole or in part and if in part, at the option of the City and in such manner as the City shall determine. If less than all Bonds of a maturity are called for optional redemption, the City shall notify DTC (as defined in Section 7 hereof) of the particular amount of such maturity to be prepaid. DTC shall determine by lot the amount of each participant's interest in such maturity to be redeemed and each participant will then select by lot the beneficial ownership interests in such maturity to be redeemed. Prepayments shall be at a price of par plus accrued interest to the date of optional redemption.

Section 2. Registration and Payment.

2.01. Registered Form. The Bonds shall be issued only in fully registered form. The interest thereon and, upon surrender of each Bond, the principal amount thereof, is payable by check or draft issued by the Registrar described herein.

2.02. Dates; Interest Payment Dates. Each Bond shall be dated as of the last interest payment date preceding the date of authentication to which interest on the Bond has been paid or made available for payment, unless (i) the date of authentication is an interest payment date to which interest has been paid or made available for payment, in which case the Bond shall be dated as of the date of authentication, or (ii) the date of authentication is prior to the first interest payment date, in which case the Bond shall be dated as of the date of original issue. The interest on the Bonds is payable on February 1 and August 1 of each year, commencing February 1, 2026, to the registered owners of record thereof as of the close of business on the fifteenth day immediately preceding each interest payment date, whether or not such day is a business day.

2.03. Registration. The City shall appoint a bond registrar (the "Registrar"), authenticating agent (the "Authenticating Agent"), and paying agent (the "Paying Agent"). Except as specifically provided otherwise in Section 7 hereof, the effect of registration and the rights and duties of the City and the Registrar with respect thereto are as follows:

(a) Register. The Registrar must keep at its principal corporate trust office a bond register (the "Bond Register") in which the Registrar provides for the registration of ownership of Bonds and the registration of transfers and exchanges of Bonds entitled to be registered, transferred, or exchanged.

(b) Transfer of Bonds. Upon surrender for transfer of a Bond duly endorsed by the registered owner thereof or accompanied by a written instrument of transfer, in form satisfactory to the Registrar, duly executed by the registered owner thereof or by an attorney duly authorized by the registered owner in writing, the Registrar shall authenticate and deliver, in the name of the designated transferee or transferees, one or more new Bonds of a like aggregate principal amount and maturity, as requested by the transferor. The Registrar may, however, close the books for registration of any transfer after the fifteenth day of the month preceding each interest payment date and until that interest payment date.

(c) Exchange of Bonds. When Bonds are surrendered by the registered owner for exchange the Registrar shall authenticate and deliver one or more new Bonds of a like aggregate principal amount and maturity as requested by the registered owner or the owner's attorney in writing.

(d) Cancellation. Bonds surrendered upon transfer or exchange shall be promptly cancelled by the Registrar and thereafter disposed of as directed by the City.

(e) Improper or Unauthorized Transfer. When a Bond is presented to the Registrar for transfer, the Registrar may refuse to transfer the Bond until the Registrar is satisfied that the endorsement on the Bond or separate instrument of transfer is valid and genuine and that the requested transfer is legally authorized. The Registrar shall incur no liability for the refusal, in good faith, to make transfers which it, in its judgment, deems improper or unauthorized.

(f) Persons Deemed Owners. The City and the Registrar may treat the person in whose name a Bond is registered in the Bond Register as the absolute owner of the Bond, whether the Bond is overdue or not, for the purpose of receiving payment of, or on account of, the principal of and interest on the Bond and for all other purposes, and payments so made to a registered owner or upon the owner's order shall be valid and effectual to satisfy and discharge the liability upon the Bond to the extent of the sum or sums so paid.

(g) Taxes, Fees, and Charges. The Registrar may impose a charge upon the owner thereof for a transfer or exchange of Bonds sufficient to reimburse the Registrar for any tax, fee, or other governmental charge required to be paid with respect to the transfer or exchange.

(h) Mutilated, Lost, Stolen, or Destroyed Bonds. If a Bond becomes mutilated or is destroyed, stolen, or lost the Registrar shall deliver a new Bond of like amount, number, maturity date, and tenor in exchange and substitution for and upon cancellation of the mutilated Bond or in lieu of and in substitution for any Bond destroyed, stolen, or lost upon the payment of the reasonable expenses and charges of the Registrar in connection therewith; and, in the case of a Bond destroyed, stolen, or lost, upon filing with the Registrar evidence satisfactory to it that the Bond was destroyed, stolen, or lost, and of the ownership thereof, and upon furnishing to the Registrar an appropriate bond or indemnity in form, substance, and amount satisfactory to it and as provided by law, in which both the City and the Registrar must be named as obligees. Bonds so surrendered to the Registrar shall be cancelled by the Registrar and evidence of such cancellation must be given to the City. If the mutilated, destroyed, stolen, or lost Bond has already matured or been called for redemption in whole in accordance with its terms it is not necessary to issue a new Bond prior to payment.

(i) Redemption. In the event any of the Bonds are called for redemption, notice thereof identifying the Bonds to be redeemed shall be given by the Registrar by mailing a copy of the redemption notice by first class mail (postage prepaid) to the registered owner of each Bond to be redeemed at the address shown on the Bond Register and, if publication of the notice of redemption is required by law, by publishing the notice of redemption as required by law. Failure to give notice by publication or by mail to any registered owner, or any defect therein, shall not affect the validity of the proceedings for the redemption of Bonds. Bonds so called for redemption shall cease to bear interest after the specified redemption date, provided that the funds for the redemption are on deposit with the place of payment at that time.

2.04. Appointment of Initial Registrar, Paying Agent, and Authenticating Agent. The City appoints Bond Trust Services Corporation, Minneapolis, Minnesota, as the initial Registrar, Paying Agent, and Authenticating Agent with respect to the Bonds. The Mayor and the City Administrator are authorized to execute and deliver, on behalf of the City, a contract with Bond Trust Services Corporation, as the initial Registrar, Paying Agent, and Authenticating Agent with respect to the Bonds. Upon merger or consolidation of the Registrar, Paying Agent, and Authenticating Agent with another corporation, if the resulting corporation is a bank or trust company authorized by law to conduct such business, the resulting corporation is authorized to act as successor Registrar, Paying Agent, and Authenticating Agent. The City agrees to pay the reasonable

and customary charges of the Registrar, Paying Agent, and Authenticating Agent for the services performed. The City reserves the right to remove the Registrar, Paying Agent, or Authenticating Agent upon thirty (30) days' notice and upon the appointment of a successor Registrar, Paying Agent, or Authenticating Agent, in which event the predecessor Registrar, Paying Agent, or Authenticating Agent must deliver all cash and Bonds in its possession to the successor Registrar, Paying Agent, or Authenticating Agent and the Registrar must deliver the Bond Register to the successor Registrar. On or before three (3) business days prior to each principal or interest due date, without further order of the Council, the Interim Finance Director must transmit to the Paying Agent money sufficient for the payment of all principal and interest then due.

2.05. Execution, Authentication, and Delivery. The Bonds shall be prepared under the direction of the City Administrator and executed on behalf of the City by the signatures of the Mayor and the City Administrator, provided that those signatures may be printed, engraved, or lithographed facsimiles of the originals. If an officer whose signature or a facsimile of whose signature appears on the Bonds ceases to be such officer before the delivery of a Bond, that signature or facsimile shall nevertheless be valid and sufficient for all purposes, the same as if the officer had remained in office until delivery. Notwithstanding such execution, a Bond shall not be valid or obligatory for any purpose or entitled to any security or benefit under this Resolution unless and until a certificate of authentication on the Bond has been duly executed by the manual signature of an authorized representative of the Authenticating Agent. Certificates of authentication on different Bonds need not be signed by the same representative of the Authenticating Agent. The executed certificate of authentication on a Bond is conclusive evidence that it has been authenticated and delivered under this Resolution. When the Bonds have been so prepared, executed, and authenticated the City Administrator shall deliver the same to the Purchaser upon payment of the purchase price in accordance with the contract of sale heretofore made and executed, and the Purchaser is not obligated to see to the application of the purchase price.

Section 3. Form of Bond.

3.01. Execution of the Bonds. The Bonds will be printed or typewritten in substantially the form set forth in EXHIBIT B.

3.02. Approving Legal Opinion. The City Administrator is authorized and directed to obtain a copy of the proposed approving legal opinion of Kennedy & Graven, Chartered, Minneapolis, Minnesota, and cause the opinion to be printed on or accompany each Bond.

Section 4. Payment; Security; Funds; Pledges and Covenants.

4.01. Debt Service Fund. The Bonds will be payable from the General Obligation Bonds, Series 2025A Debt Service Fund (the "Debt Service Fund") hereby created. The Debt Service Fund shall be administered and maintained by the Interim Finance Director as a bookkeeping account separate and apart from all other funds maintained in the official financial records of the City. The City will maintain the following accounts in the Debt Service Fund: the "Street Account," and the "Utility Account." Amounts in the Street Account are irrevocably pledged to the Street Portion of the Bonds, and amounts in the Utility Account are irrevocably pledged to the Utility Portion of the Bonds.

(a) Street Account. The proceeds of ad valorem taxes hereinafter levied to pay the debt service on the Street Portion of the Bonds and capitalized interest financed from the proceeds of the Bonds, if any, are hereby pledged to the Street Account of the Debt Service Fund. The amounts to be applied to pay the principal of and interest on the Bonds shall be deposited in the Debt Service Fund at least three (3) days prior to each respective interest payment date and principal payment date. There is appropriated to the Debt Service Fund amounts over the minimum purchase price of the Bonds paid by the Purchaser to the extent designated for deposit in the Debt Service Fund in accordance with Section 1.03 hereof.

(b) Utility Account. The City will maintain the following subaccounts in the Utility Account of the Debt Service Fund: the “Utility Net Revenues Subaccount” and the “Special Assessments Subaccount.”

(i) Utility Net Revenues Subaccount. The City will continue to maintain and operate its utility fund (the “Utility Fund”) to which will be credited all gross revenues from the City’s sewer, water and storm sewer utility systems (the “Utility Systems”) and out of which will be paid all normal and reasonable expenses of current operations of such systems. Any balances remaining after payment of all normal and reasonable expenses of current operations of the Utility Systems are deemed net revenues (the “Net Revenues”). Net Revenues from the Utility Systems are hereby pledged to the Utility Account of the Debt Service Fund. The amounts to be applied to pay the principal and interest on the Utility Portion of the Bonds shall be deposited in the Utility Net Revenues Subaccount of the Debt Service Fund at least three (3) business days prior to each respective interest payment date and principal payment date. There will always be retained in the Utility Net Revenues Subaccount of the Debt Service Fund a sufficient amount of Net Revenues to pay principal of and interest on the Utility Portion of the Bonds, and the Interim Finance Director must report any current or anticipated deficiency in the Utility Net Revenues Subaccount of the Debt Service Fund to the Council. There is appropriated to the Utility Net Revenues Subaccount of the Debt Service Fund amounts over the minimum purchase price of the Bonds paid by the Purchaser, to the extent designated for deposit in the Debt Service Fund in accordance with Section 1.03 hereof.

(ii) Special Assessments Subaccount. Special assessments levied or to be levied against the property specially benefited by the Utility Project (the “Assessments”) for the payment of debt service on the Utility Portion of the Bonds are hereby pledged to the Utility Account of the Debt Service Fund. The amounts to be applied to pay the principal of and interest on the Utility Portion of the Bonds shall be deposited in the Special Assessments Subaccount of the Debt Service Fund at least three (3) business days prior to each respective interest payment date and principal payment date. There is appropriated to the Special Assessments Subaccount of the Debt Service Fund amounts over the minimum purchase price of the Bonds paid by the Purchaser to the extent designated for deposit in the Debt Service Fund in accordance with Section 1.03 hereof.

4.02. Construction Fund. The City hereby creates the General Obligation Bonds, Series 2025A Construction Fund (the “Construction Fund”). The City will maintain the following accounts in the Construction Fund: the “Street Account” and the “Utility Account.”

(a) Street Account. Proceeds of the Street Portion of the Bonds (reduced by the appropriation made in accordance with Section 5.04 to pay costs of issuance and the appropriation, if any, of any portion of the Street Portion of the Bonds made in accordance with Section 4.01 hereof) shall be deposited in the Street Account of the Construction Fund and used solely to pay costs of the Street Project. Any balance remaining in the Street Account of the Construction Fund after completion of the Street Project may be used for any other public use authorized by law and approved by resolution adopted or vote taken in the manner required to authorize the application of the proceeds of the Street Portion of the Bonds for such new use and purpose, or credited to the Street Account of the Debt Service Fund or other City debt service fund, all in accordance with Section 475.65 of the Act.

(b) Utility Account. Proceeds of the Utility Portion of the Bonds (reduced by the appropriation made in accordance with Section 5.04 to pay costs of issuance and the appropriation, if

any, of any portion of the Utility Portion of the Bonds made in accordance with Section 4.01 hereof), shall be deposited in the Utility Account of the Construction Fund to be used solely to pay costs of the Utility Project. Any balance remaining in the Utility Account of the Construction Fund after completion of the Utility Project may be used for any other public use authorized by law and approved by resolution adopted or vote taken in the manner required to authorize the application of the proceeds of the Utility Portion of the Bonds for such new use and purpose, or credited to the Utility Account of the Debt Service Fund or other City debt service fund, all in accordance with Section 475.65 of the Act.

4.03. General Obligation Pledge. For the prompt and full payment of the principal of and interest on the Bonds, as the same respectively become due, the full faith and credit and taxing powers of the City are hereby irrevocably pledged. If a payment of principal of or interest on the Bonds becomes due when there is not sufficient money in the Debt Service Fund to pay the same, the Interim Finance Director must pay such principal or interest from the general fund of the City, and the general fund shall be reimbursed for those advances out of the proceeds of the Taxes (as hereinafter defined) levied herein, when collected.

4.04. Pledge of Taxes.

(a) Street Portion. For the purpose of paying the principal of and interest on the Street Portion of the Bonds, there are levied direct, annual, irrevocable, ad valorem taxes upon all of the taxable property in the City (the "Taxes"), to be spread upon the tax rolls and collected with and as part of other general taxes of the City. The Taxes shall be credited to the Street Account of the Debt Service Fund above provided and shall be levied in the years and amounts set forth in EXHIBIT C attached to this Resolution and, in the event the Taxes so levied are ever insufficient to pay the principal of and interest on the Bonds, additional taxes are hereby authorized to be levied without limitation as to rate or amount. Said tax levies shall be irrevocable as long as any of the Street Portion of the Bonds are outstanding and unpaid, provided that the City reserves the right and power to reduce the levies in the manner and to the extent permitted by the Act (specifically, Section 475.61 of the Act).

(b) Utility Portion. It is determined that the Assessments and the Net Revenues from the Utility Systems shall produce at least five percent (5%) in excess of the amount needed to meet when due the principal and interest on the Utility Portion of the Bonds and that no ad valorem tax levy is needed at this time. In the event of any deficiency of Assessments or Net Revenues pledged, additional taxes shall be levied on all taxable property in the City, which taxes may be levied without limitation as to rate or amount. Said tax levies shall be irrevocable as long as any of the Utility Portion of the Bonds are outstanding and unpaid, provided that the City reserves the right and power to reduce the levies in the manner and to the extent permitted by the Act (specifically, Section 475.61 of the Act).

4.05. City Covenants with Respect to the Pledge of Net Revenues to the Utility Portion of the Bonds. The Council covenants and agrees with the holders of the Bonds that so long as any of the Utility Portion of the Bonds remain outstanding and unpaid, it will keep and enforce the following covenants and agreements:

(a) The City will continue to maintain and efficiently operate the Utility Systems as public utilities and conveniences free from competition of other like municipal utilities and will cause all revenues therefrom to be deposited in bank accounts and credited to the Utility Fund, as hereinabove provided, and will make no expenditures from those accounts except for a duly authorized purpose and in accordance with this Resolution.

(b) The City will also maintain the Utility Account of the Debt Service Fund as a separate account and will cause money to be credited thereto from time to time, out of Net Revenues from the Utility Systems in sums sufficient to pay principal of and interest on the Utility Portion of the Bonds when due.

(c) The City will keep and maintain proper and adequate books of records and accounts separate from all other records of the City in which will be complete and correct entries as to all transactions relating to the Utility Systems and which will be open to inspection and copying by any Bondholder, or the Bondholder's agent or attorney, at any reasonable time, and it will furnish certified transcripts therefrom upon request and upon payment of a reasonable fee therefor, and said account will be audited at least annually by a qualified public accountant and statements of such audit and report will be furnished to all Bondholders upon request.

(d) The Council will cause persons handling revenues of the Utility Systems to be bonded in reasonable amounts for the protection of the City and the Bondholders and will cause the funds collected on account of the operations of such systems to be deposited in a bank whose deposits are guaranteed under the Federal Deposit Insurance Law.

(e) The Council will keep the Utility Systems insured at all times against loss by fire, tornado and other risks customarily insured against with an insurer or insurers in good standing, in such amounts as are customary for like plants, to protect the holders, from time to time, of the Bonds and the City from any loss due to any such casualty and will apply the proceeds of such insurance to make good any such loss.

(f) The City and each and all of its officers will punctually perform all duties with reference to the Utility Systems as required by law.

(g) The City will impose and collect charges of the nature authorized by Chapter 444, specifically Minnesota Statutes, Section 444.075, at the times and in the amounts required to produce Net Revenues adequate to pay all principal and interest when due on the Utility Portion of the Bonds and to create and maintain such reserves securing said payments as may be provided herein.

(h) The Council will levy general ad valorem taxes on all taxable property in the City when required to meet any deficiency in Net Revenues.

4.06. City Covenants with Respect to the Pledge of Special Assessments to the Utility Portion of the Bonds. It is hereby determined that the Utility Project will directly and indirectly benefit certain abutting and other benefited property in the City, and the City hereby covenants with the holders from time to time of the Utility Portion of the Bonds as follows:

(a) The City has caused or will cause the Assessments for the Street Project to be promptly levied so that the first installment will be collectible not later than 2025 and will take all steps necessary to assure prompt collection, and the levy of the Assessments is hereby authorized. The Council will cause to be taken with due diligence all further actions that are required for the construction of the Utility Project financed wholly or partly from the proceeds of the Utility Portion of the Bonds, and will take all further actions necessary for the final and valid levy of the Assessments and the appropriation of any other funds needed to pay the Utility Portion of the Bonds and interest thereon when due.

(b) In the event of any current or anticipated deficiency in the Assessments, the Council will levy additional ad valorem taxes in the amount of the current or anticipated deficiency.

(c) The City will keep complete and accurate books and records showing: receipts and disbursements in connection with the Utility Project, Assessments and the ad valorem taxes levied therefor and other funds appropriated for their payment, collections thereof and disbursements therefrom, monies on hand and, the balance of unpaid Assessments.

(d) The City will cause its books and records to be audited at least annually and will furnish copies of such audit reports to any interested person upon request.

(e) At least 20% of the cost to the City of the Utility Project described herein has been or will be specially assessed against benefited properties.

4.07. Debt Service Coverage. It is determined that the estimated collection of Taxes and Net Revenues herein pledged shall produce at least five percent (5%) in excess of the amount needed to meet when due the principal and interest payments on the Bonds. The tax levies herein provided shall be irrevocable until all of the Bonds are paid, provided that at the time the City makes its annual tax levies the Interim Finance Director may certify to the County Auditor-Treasurer of Anoka County, Minnesota (the "County Auditor") that the City made an irrevocable appropriation of a specified amount to the Debt Service Fund of money actually on hand or if there is on hand any excess amount in the Debt Service Fund and the County Auditor shall reduce by the amount so certified the amount otherwise to be included in the rolls next thereafter prepared.

4.08. Registration of Resolution. The Interim Finance Director is authorized and directed to file a certified copy of this Resolution with the County Auditor and to obtain the certificate required by Section 475.63 of the Act.

Section 5. Authentication of Transcript.

5.01. City Proceedings and Records. The officers of the City are authorized and directed to prepare and furnish to the Purchaser and to the attorneys approving the Bonds certified copies of proceedings and records of the City relating to the Bonds and to the financial condition and affairs of the City, and such other certificates, affidavits, and transcripts as may be required to show the facts within their knowledge or as shown by the books and records in their custody and under their control, relating to the validity and marketability of the Bonds, and such instruments, including any heretofore furnished, shall be deemed representations of the City as to the facts stated therein.

5.02. Certification as to Official Statement. The Mayor, the City Administrator and the Interim Finance Director, or any of their authorized designees, are authorized and directed to certify that they have examined the final Official Statement prepared and circulated in connection with the issuance and sale of the Bonds and that to the best of their knowledge and belief the final Official Statement is a complete and accurate representation of the facts and representations made therein as of the date of the final Official Statement and further that said final Official Statement did not (as of the date of the final Official Statement) and does not contain any untrue statement of a material fact or omit to state a material fact which should be included therein for the purpose for which the final Official Statement is to be used, or which is necessary in order to make the statements made therein, in light of the circumstances under which they are made, not misleading.

5.03. Other Certificates. The Mayor, the City Administrator and the Interim Finance Director, or any of their authorized designees, are hereby authorized and directed to furnish to the Purchaser at the closing such certificates as are required as a condition of sale. Unless litigation shall have been commenced and be pending questioning the Bonds or the organization of the City or incumbency of its officers, at the closing the Mayor, the City Administrator and the Interim Finance Director shall also execute and deliver to the Purchaser a suitable certificate as to absence of material litigation, and the Interim Finance Director shall also execute and deliver a certificate as to payment for and delivery of the Bonds.

5.04. Payment of Costs of Issuance. The City authorizes the Purchaser to forward the amount of Bond proceeds allocable to the payment of issuance expenses to Wells Fargo Bank, National Association on the closing date for further distribution as directed by the Municipal Advisor.

5.05. Electronic Signatures. The electronic signatures of the Mayor, the City Administrator and the Interim Finance Director, or any of their authorized designees, to this Resolution and any document or certificate authorized to be executed hereunder shall be as valid as an original signature of such party and shall be effective to bind the City thereto. For purposes hereof, (i) “electronic signature” means: (a) a manually signed original signature that is then transmitted by electronic means or (b) a signature obtained through DocuSign or Adobe or a similarly digitally auditable signature gathering process; and (ii) “transmitted by electronic means” means sent in the form of a facsimile or sent via the internet as a portable document format (“pdf”) or other replicating image attached to an electronic mail or internet message.

Section 6. Tax Covenants.

6.01. Tax-Exempt Bonds. The City shall comply with all the necessary requirements and take all necessary actions (or decline to take prohibited actions) to ensure that interest on the Bonds shall not be includable in gross income for federal income tax purposes under Section 103 and Sections 141 through 150 of the Internal Revenue Code of 1986, as amended (the “Code”), and applicable Treasury Regulations promulgated thereunder (the “Regulations”). The City covenants and agrees with the holders from time to time of the Bonds that it shall not take or permit to be taken by any of its officers, employees, or agents any action which would cause the interest on the Bonds to become subject to federal income taxation under the Code and the Regulations, in effect at the time of such actions, and that it shall take or cause its officers, employees, or agents to take all affirmative action within their powers that may be necessary to ensure that such interest shall not become includable in gross income for federal income tax purposes under the Code and applicable Regulations, as presently existing or as hereafter amended and made applicable to the Bonds.

6.02. Continuing Requirements. The City shall comply with all requirements necessary under the Code and Regulations to establish and maintain the exclusion from gross income of the interest on the Bonds under Sections 103 and 141-150 of the Code and applicable Regulations including, without limitation, requirements relating to temporary periods for investments, limitations on amounts invested at a yield greater than the yield on the Bonds, and the rebate of excess investment earnings to the United States. The Mayor and the City Administrator, being officers of the City charged with the responsibility for issuing the Bonds pursuant to this Resolution, are authorized and directed to execute and deliver to the Purchaser a certificate in accordance with the provisions of Section 148 of the Code and applicable Regulations stating the facts, estimates, and circumstances in existence on the date of issue and delivery of the Bonds which make it reasonable to expect that the “gross proceeds” of the Bonds will not be used in a manner that would cause the Bonds to be “arbitrage bonds” within the meaning of the Code and the Regulations. The City covenants and agrees to retain such records, make such determinations, file such reports and documents, and pay such amounts at such times as are required under Section 148(f) and applicable Regulations to preserve the exclusion of interest on the Bonds from gross income for federal income tax purposes, unless the Bonds qualify for an exception from the rebate requirement in accordance with one of the spending exceptions set forth in Section 1.148-7 or Section 1.148-8 of the Regulations.

The City shall use its best efforts to comply with any federal procedural requirements which may apply in order to effectuate the designations and covenants made by this section.

6.03. Rebate. The City will comply with requirements necessary under the Code to establish and maintain the exclusion from gross income of the interest on the Bonds under Section 103 of the Code, including without limitation requirements relating to temporary periods for investments, limitations on amounts invested at a yield greater than the yield on the Bonds, and the rebate of excess investment earnings to the United States unless the Bonds qualify for an exception to the rebate requirement under the Code and Regulations.

6.04. Not Private Activity Bonds. The City further covenants not to use the proceeds of the Bonds or to cause or permit them or any of them to be used, in such a manner as to cause the Bonds to be determined to constitute “private activity bonds,” within the meaning of Sections 103 and 141 through 150 of the Code and the applicable Regulations promulgated thereunder.

6.05. Qualified Tax-Exempt Obligations. In order to qualify the Bonds as “qualified tax-exempt obligations” within the meaning of Section 265(b)(3) of the Code, the City makes the following factual statements and representations:

- (a) the Bonds are not “private activity bonds” as defined in Section 141 of the Code;
- (b) the City designates the Bonds as “qualified tax-exempt obligations” for purposes of Section 265(b)(3) of the Code;
- (c) the reasonably anticipated amount of tax-exempt obligations (other than private activity bonds that are not qualified 501(c)(3) bonds) which will be issued by the City (and all subordinate entities of the City) during calendar year 2025 will not exceed \$10,000,000; and
- (d) not more than \$10,000,000 of obligations issued by the City during calendar year 2025 have been designated for purposes of Section 265(b)(3) of the Code.

Section 7. Book-Entry System; Limited Obligation of City.

7.01. DTC. The Bonds shall be initially issued in the form of a separate single typewritten or printed fully registered Bond for each of the maturities set forth in Section 1.04 hereof. Upon initial issuance, the ownership of each Bond shall be registered in the registration books kept by the Registrar in the name of Cede & Co., as nominee for The Depository Trust Company, New York, New York, and its successors and assigns (“DTC”). Except as provided in this section, all of the outstanding Bonds shall be registered in the Bond Register in the name of Cede & Co., as nominee of DTC.

7.02. Participants. With respect to Bonds registered in the Bond Register in the name of Cede & Co., as nominee of DTC, the City, the Registrar, and the Paying Agent shall have no responsibility or obligation to any broker-dealers, banks, and other financial institutions from time to time for which DTC holds Bonds as securities depository (the “Participants”) or to any other person on behalf of which a Participant holds an interest in the Bonds, including but not limited to any responsibility or obligation with respect to (i) the accuracy of the records of DTC, Cede & Co. or any Participant with respect to any ownership interest in the Bonds; (ii) the delivery to any Participant or any other person (other than a registered owner of Bonds, as shown by the registration books kept by the Registrar), of any notice with respect to the Bonds, including any notice of redemption; or (iii) the payment to any Participant or any other person, other than a registered owner of Bonds, of any amount with respect to principal of, premium, if any, or interest on the Bonds. The City, the Registrar, and the Paying Agent may treat and consider the person in whose name each Bond is registered in the Bond Register as the holder and absolute owner of such Bond for the purpose of payment of principal, premium and

interest with respect to such Bond, for the purpose of registering transfers with respect to such Bonds, and for all other purposes. The Paying Agent shall pay all principal of, premium, if any, and interest on the Bonds only to or on the order of the respective registered owners, as shown in the registration books kept by the Registrar, and all such payments shall be valid and effectual to fully satisfy and discharge the City's obligations with respect to payment of principal of, premium, if any, or interest on the Bonds to the extent of the sum or sums so paid. No person other than a registered owner of Bonds, as shown in the Bond Register, shall receive a certificated Bond evidencing the obligation of this Resolution. Upon delivery by DTC to the City Administrator of a written notice to the effect that DTC has determined to substitute a new nominee in place of Cede & Co., the words "Cede & Co." shall refer to such new nominee of DTC; and upon receipt of such a notice, the City Administrator shall promptly deliver a copy of the same to the Registrar and Paying Agent.

7.03. Representation Letter. The City has heretofore executed and delivered to DTC a Blanket Issuer Letter of Representations (the "Representation Letter") which shall govern payment of principal of, premium, if any, and interest on the Bonds and notices with respect to the Bonds. Any Paying Agent or Registrar subsequently appointed by the City with respect to the Bonds shall agree to take all action necessary for all representations of the City in the Representation Letter with respect to the Registrar and Paying Agent, respectively, to be complied with at all times.

7.04. Transfers Outside Book-Entry System. In the event the City, by resolution of the Council, determines that it is in the best interests of the persons having beneficial interests in the Bonds that they be able to obtain Bond certificates, the City shall notify DTC, whereupon DTC shall notify the Participants, of the availability through DTC of Bond certificates. In such event the City shall issue, transfer, and exchange Bond certificates as requested by DTC and any other registered owners in accordance with the provisions of this Resolution. DTC may determine to discontinue providing its services with respect to the Bonds at any time by giving notice to the City and discharging its responsibilities with respect thereto under applicable law. In such event, if no successor securities depository is appointed, the City shall issue and the Registrar shall authenticate Bond certificates in accordance with this resolution and the provisions hereof shall apply to the transfer, exchange, and method of payment thereof.

7.05. Payments to Cede & Co. Notwithstanding any other provision of this Resolution to the contrary, so long as a Bond is registered in the name of Cede & Co., as nominee of DTC, payments with respect to principal of, premium, if any, and interest on the Bond and all notices with respect to the Bond shall be made and given, respectively in the manner provided in DTC's Operational Arrangements, as set forth in the Representation Letter.

Section 8. Continuing Disclosure.

8.01. Execution of Continuing Disclosure Certificate. For purposes of this Section, "Continuing Disclosure Certificate" means that certain Continuing Disclosure Certificate executed by the Mayor and City Administrator and dated the date of issuance and delivery of the Bonds, as originally executed and as it may be amended from time to time in accordance with the terms thereof.

8.02. City Compliance with Provisions of Continuing Disclosure Certificate. The City hereby covenants and agrees to comply with and carry out all of the provisions of the Continuing Disclosure Certificate. Notwithstanding any other provision of this Resolution, failure of the City to comply with the Continuing Disclosure Certificate is not to be considered an event of default with respect to the Bonds; however, any Bondholder may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the City to comply with its obligations under this section.

Section 9. Defeasance. When all of the Bonds and all interest thereon have been discharged as provided in this section, all pledges, covenants, and other rights granted by this resolution to the holders of the Bonds shall cease, except that the pledge of the full faith and credit of the City for the prompt and full payment of the principal of and interest on the Bonds shall remain in full force and effect. The City may discharge all Bonds which are due on any date by depositing with the Registrar on or before that date a sum sufficient for the payment thereof in full. If any Bond should not be paid when due, it may nevertheless be discharged by depositing with the Registrar a sum sufficient for the payment thereof in full with interest accrued to the date of such deposit.

(The remainder of this page is intentionally left blank).

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

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

EXHIBIT A
PURCHASE AGREEMENT
PROPOSAL FORM

The City Council
City of Lino Lakes, Minnesota (the "City")

June 23, 2025

RE: \$8,665,000* General Obligation Bonds, Series 2025A (the "Bonds")
DATED: July 14, 2025

For all or none of the above Bonds, in accordance with the Terms of Proposal and terms of the Global Book-Entry System (unless otherwise specified by the Purchaser) as stated in this Official Statement, we will pay you \$ 9,159,889.60 (not less than \$8,561,020) plus accrued interest to date of delivery for fully registered Bonds bearing interest rates and maturing in the stated years as follows:

<u>5.00</u>	% due	2027	<u>5.00</u>	% due	2032	<u>4.00</u>	% due	2037
<u>5.00</u>	% due	2028	<u>5.00</u>	% due	2033	<u>4.00</u>	% due	2038
<u>5.00</u>	% due	2029	<u>5.00</u>	% due	2034	<u>4.00</u>	% due	2039
<u>5.00</u>	% due	2030	<u>5.00</u>	% due	2035	<u>4.00</u>	% due	2040
<u>5.00</u>	% due	2031	<u>5.00</u>	% due	2036	<u>4.00</u>	% due	2041

The City reserves the right to increase or decrease the principal amount of the Bonds on the day of sale, in increments of \$5,000 each. Increases or decreases may be made in any maturity. If any principal amounts are adjusted, the purchase price proposed will be adjusted to maintain the same gross spread per \$1,000.

The rate for any maturity may not be more than 2.00% less than the rate for any preceding maturity. (For example, if a rate of 4.50% is proposed for the 2027 maturity, then the lowest rate that may be proposed for any later maturity is 2.50%.) Bonds of the same maturity must bear interest from date of issue until paid at a single, uniform rate. Each rate must be expressed in an integral multiple of 5/100 or 1/8 of 1%.

A good faith deposit ("Deposit") in the amount of \$173,300 shall be made by the winning bidder by wire transfer of funds. Such Deposit shall be received by Ehlers no later than two hours after the proposal opening time. Wire transfer instructions will be provided to the winning bidder by Ehlers after the tabulation of proposals. The City reserves the right to award the Bonds to a winning bidder whose wire transfer is initiated but not received by such time provided that such winning bidder's federal wire reference number has been received by such time. In the event the Deposit is not received as provided above, the City may award the Bonds to the bidder submitting the next best proposal provided such bidder agrees to such award. The Deposit will be retained by the City as liquidated damages if the proposal is accepted and the Purchaser fails to comply therewith. We agree to the conditions and duties of Ehlers and Associates, Inc., as escrow holder of the Deposit, pursuant to the Terms of Proposal. The Deposit will be deducted from the purchase price at the closing for the Bonds. This proposal is for prompt acceptance and is conditional upon delivery of said Bonds to The Depository Trust Company, New York, New York, in accordance with the Terms of Proposal. Delivery is anticipated to be on or about July 14, 2025.

This proposal is subject to the City's agreement to enter into a written undertaking to provide continuing disclosure under Rule 15c2-12 promulgated by the Securities and Exchange Commission under the Securities Exchange Act of 1934 as described in the Preliminary Official Statement for the Bonds.

We have received and reviewed the Official Statement, and any addenda thereto, and have submitted our requests for additional information or corrections to the Final Official Statement. As Underwriter (Syndicate Manager), we agree to provide the City with the reoffering price of the Bonds within 24 hours of the proposal acceptance.

This proposal is a firm offer for the purchase of the Bonds identified in the Terms of Proposal, on the terms set forth in this proposal form and the Terms of Proposal, and is not subject to any conditions, except as permitted by the Terms of Proposal.

By submitting this proposal, we confirm that we are an underwriter and have an established industry reputation for underwriting new issuances of municipal bonds. YES: X NO:

If the competitive sale requirements are not met, we elect to use either the: 10% test, or the hold-the-offering-price rule to determine the issue price of the Bonds.

Account Manager: Piper Sandler & Co
Account Members: Alone

By: Darci L. Donoff

Award will be on a true interest cost basis. According to our computations (the correct computation being controlling in the award), the total dollar interest cost (including any discount or less any premium) computed from July 14, 2025 of the above proposal is \$ 3,047,683.18 and the true interest cost (TIC) is 3.6885%.

The foregoing offer is hereby accepted by and on behalf of the City Council of the City of Lino Lakes, Minnesota, on June 23, 2025.

By: _____ By: _____
Title: _____ Title: _____

* Subsequent to bid opening the issue size was decreased to \$8,090,000.
Adjusted Price: \$8,548,270.98 Adjusted Net Interest Cost: \$2,895,130.55 Adjusted TIC: 3.6885%

EXHIBIT B
FORM OF BOND

UNITED STATES OF AMERICA
STATE OF MINNESOTA
COUNTY OF ANOKA
CITY OF LINO LAKES

GENERAL OBLIGATION BONDS
SERIES 2025A

No. R-_____ \$ _____

<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Date of Original Issue</u>	<u>CUSIP</u>
0.000%	February 1, 20__	June __, 2025	

REGISTERED OWNER: CEDE & CO.

PRINCIPAL AMOUNT: _____ THOUSAND DOLLARS

The City of Lino Lakes, a duly organized and existing municipal corporation in Anoka County, Minnesota (the “City”), acknowledges itself to be indebted and for value received hereby promises to pay to the Registered Owner specified above or registered assigns, the Principal Amount specified above, on the Maturity Date specified above, with interest thereon from the date hereof at the annual rate specified above (calculated on the basis of a 360 day year of twelve 30 day months), payable February 1 and August 1 in each year, commencing February 1, 2026, to the person in whose name this Bond is registered at the close of business on the fifteenth day (whether or not a business day) of the immediately preceding month. The interest hereon and, upon presentation and surrender hereof, the principal hereof are payable in lawful money of the United States of America by check or draft by Bond Trust Services Corporation, Minneapolis, Minnesota, as Bond Registrar, Paying Agent, and Authenticating Agent, or its designated successor under the Resolution described herein. For the prompt and full payment of such principal and interest as the same respectively become due, the full faith and credit and taxing powers of the City have been and are hereby irrevocably pledged.

The City may elect on February 1, 2035, and on any day thereafter to prepay Bonds due on or after February 1, 2036. Redemption may be in whole or in part and if in part, at the option of the City and in such manner as the City shall determine. If less than all Bonds of a maturity are called for redemption, the City shall notify The Depository Trust Company (“DTC”) of the particular amount of such maturity to be prepaid. DTC will determine by lot the amount of each participant’s interest in such maturity to be redeemed and each participant shall then select by lot the beneficial ownership interests in such maturity to be redeemed. Prepayments shall be at a price of par plus accrued interest to the date of optional redemption.

This Bond is one of an issue in the aggregate principal amount of \$8,090,000 all of like original issue date and tenor, except as to number, maturity date, redemption privilege, and interest rate, all issued pursuant to a resolution adopted by the City Council on June 23, 2025 (the “Resolution”), for the purpose of providing money to aid in financing (i) certain street reconstruction improvements; and (ii) improvements to utility systems, pursuant to and in full conformity with the Constitution and laws of the State of Minnesota, including Minnesota Statutes, Chapters 444 and 475, as amended, including Minnesota Statutes, 475.58, subdivision. 3b, as amended. The principal hereof and interest hereon are payable in part from net revenues of the utility systems of the City, in part from special assessments levied against property special benefited by the utility system improvements, in part from ad valorem taxes, as set forth in the Resolution to which reference is made for a full statement of rights and powers thereby conferred. The full faith and credit of the City are irrevocably pledged for payment of this Bond and the City Council has obligated itself to levy additional ad valorem taxes on all taxable property in the City in the event of any deficiency in net revenues, special assessments and ad valorem taxes pledged, which additional taxes may be levied without limitation as to rate or amount. The Bonds of this series are issued only as fully registered Bonds in denominations of \$5,000 or any integral multiple thereof of single maturities.

The City has designated the issue of Bonds of which this Bond forms a part as “qualified tax-exempt obligations” within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended (the “Code”), relating to the disallowance of interest expense for financial institutions and within the \$10 million limit allowed by the Code for the calendar year of issue.

IT IS HEREBY CERTIFIED AND RECITED that in and by the Resolution, the City has covenanted and agreed that it will continue to own and operate the sewer system, water system, and storm sewer system free from competition by other like municipal utilities; that adequate insurance on said systems and suitable fidelity bonds on employees will be carried; that proper and adequate books of account will be kept showing all receipts and disbursements relating to the Sewer Fund, the Water Fund, and the Storm Sewer Fund, into which it will pay all of the gross revenues from the sewer system, water system, and storm sewer system, respectively; that it will also create and maintain a Utility Account within the General Obligation Bonds, Series 2025A Debt Service Fund, into which it will pay out of the special assessments and net revenues from the utility systems a sum sufficient to pay when due the principal of and interest on the Utility Portion of the Bonds (as defined in the Resolution); and that it will provide, by ad valorem tax levies, for any deficiency in required net revenues of the utility systems.

As provided in the Resolution and subject to certain limitations set forth therein, this Bond is transferable upon the books of the City at the principal office of the Bond Registrar, by the registered owner hereof in person or by the owner’s attorney duly authorized in writing upon surrender hereof together with a written instrument of transfer satisfactory to the Bond Registrar, duly executed by the registered owner or the owner’s attorney; and may also be surrendered in exchange for Bonds of other authorized denominations. Upon such transfer or exchange the City will cause a new Bond or Bonds to be issued in the name of the transferee or registered owner, of the same aggregate principal amount, bearing interest at the same rate and maturing on the same date, subject to reimbursement for any tax, fee or governmental charge required to be paid with respect to such transfer or exchange.

The City and the Bond Registrar may deem and treat the person in whose name this Bond is registered as the absolute owner hereof, whether this Bond is overdue or not, for the purpose of receiving payment and for all other purposes, and neither the City nor the Bond Registrar will be affected by any notice to the contrary.

IT IS HEREBY CERTIFIED, RECITED, COVENANTED AND AGREED that all acts, conditions and things required by the home rule charter of the City and the Constitution and laws of the State of Minnesota to be done, to exist, to happen and to be performed preliminary to and in the issuance of this Bond in order to make it a valid and binding general obligation of the City in accordance with its terms, have been done, do exist, have happened and have been performed as so required, and that the issuance of this Bond does not cause the indebtedness of the City to exceed any constitutional, charter, or statutory limitation of indebtedness.

This Bond is not valid or obligatory for any purpose or entitled to any security or benefit under the Resolution until the Certificate of Authentication hereon has been executed by the Bond Registrar by manual signature of one of its authorized representatives.

IN WITNESS WHEREOF, the City of Lino Lakes, Anoka County, Minnesota, by its City Council, has caused this Bond to be executed on its behalf by the facsimile or manual signatures of the Mayor and City Administrator and has caused this Bond to be dated as of the date set forth below.

Dated: July 14, 2025

CITY OF LINO LAKES, MINNESOTA

(Facsimile)
Mayor

(Facsimile)
City Administrator

CERTIFICATE OF AUTHENTICATION

This is one of the Bonds delivered pursuant to the Resolution mentioned within.

BOND TRUST SERVICES CORPORATION

By _____
Authorized Representative

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto _____ the within Bond and all rights thereunder, and does hereby irrevocably constitute and appoint _____ attorney to transfer the said Bond on the books kept for registration of the within Bond, with full power of substitution in the premises.

Dated: _____

Notice: The assignor's signature to this assignment must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration or any change whatever.

Signature Guaranteed:

NOTICE: Signature(s) must be guaranteed by a financial institution that is a member of the Securities Transfer Agent Medallion Program ("STAMP"), the Stock Exchange Medallion Program ("SEMP"), the New York Stock Exchange, Inc. Medallion Signatures Program ("MSP") or other such "signature guarantee program" as may be determined by the Registrar in addition to, or in substitution for, STAMP, SEMP or MSP, all in accordance with the Securities Exchange Act of 1934, as amended.

The Registrar will not transfer this Bond unless the information concerning the assignee requested below is provided.

Name and Address: _____

(Include information for all joint owners if this Bond is held by joint account.)

Please insert federal identification or other identifying number of assignee

PROVISIONS AS TO REGISTRATION

The ownership of the principal of and interest on the within Bond has been registered on the books of the Registrar in the name of the person last noted below.

<u>Date of Registration</u>	<u>Registered Owner</u>	<u>Signature of Officer of Registrar</u>
July 14, 2025	Cede & Co. Federal ID #13-2555119	

EXHIBIT C

TAX LEVY SCHEDULE

City of Lino Lakes, Minnesota

\$4,195,000 General Obligation Bonds, Series 2025A
Street Reconstruction

Tax Levy Schedule

Tax Levy Year	Tax Collect Year	Bond Pay Year	Total P+I	Available City Funds	Net New D/S	P & I @105%	Net Levy
2024	2025	2026	105,312.92	(105,312.92)	-	-	-
2025	2026	2027	387,450.00	-	387,450.00	406,822.50	406,822.50
2026	2027	2028	387,700.00	-	387,700.00	407,085.00	407,085.00
2027	2028	2029	387,450.00	-	387,450.00	406,822.50	406,822.50
2028	2029	2030	386,700.00	-	386,700.00	406,035.00	406,035.00
2029	2030	2031	390,450.00	-	390,450.00	409,972.50	409,972.50
2030	2031	2032	388,450.00	-	388,450.00	407,872.50	407,872.50
2031	2032	2033	390,950.00	-	390,950.00	410,497.50	410,497.50
2032	2033	2034	387,700.00	-	387,700.00	407,085.00	407,085.00
2033	2034	2035	388,950.00	-	388,950.00	408,397.50	408,397.50
2034	2035	2036	389,450.00	-	389,450.00	408,922.50	408,922.50
2035	2036	2037	389,200.00	-	389,200.00	408,660.00	408,660.00
2036	2037	2038	386,400.00	-	386,400.00	405,720.00	405,720.00
2037	2038	2039	388,200.00	-	388,200.00	407,610.00	407,610.00
2038	2039	2040	389,400.00	-	389,400.00	408,870.00	408,870.00
2039	2040	2041	390,000.00	-	390,000.00	409,500.00	409,500.00
Total			\$5,933,762.92	(105,312.92)	\$5,828,450.00	\$6,119,872.50	\$6,119,872.50

Bond Data

Dated Date	7/14/2025
Call Date	2/01/2035

STATE OF MINNESOTA)
)
COUNTY OF ANOKA) ss.
)
CITY OF LINO LAKES)

I, the undersigned, being the duly qualified and acting City Clerk of the City of Lino Lakes, Anoka County, Minnesota (the “City”), do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of the City Council of the City held on June 23, 2025 with the original minutes on file in my office and the extract is a full, true and correct copy of the minutes insofar as they relate to the issuance and sale of the City’s General Obligation Bonds, Series 2025A, in the original aggregate principal amount of \$8,090,000.

WITNESS My hand officially as such Clerk this _____ day of June, 2025.

City Clerk
City of Lino Lakes, Anoka County, Minnesota

June 23, 2025

SALE DAY REPORT FOR:

City of Lino Lakes, Minnesota

\$8,090,000 General Obligation Bonds, Series 2025A



Prepared by:

Ehlers
3001 Broadway Street, Suite 320
Minneapolis, MN 55413

Keith Dahl,
Municipal Advisor

Jason Aarsvold,
Senior Municipal Advisor

BUILDING COMMUNITIES. IT'S WHAT WE DO.

Competitive Sale Results

PURPOSE: For the purposes of financing certain street reconstruction projects and various utility system improvements within the City. The

RATING: S&P Global Ratings "AA+" / Stable

NUMBER OF BIDS: 11

LOW BIDDER: Piper Sandler & Co., Minneapolis, Minnesota

COMPARISON FROM LOWEST TO HIGHEST BID: (TIC as bid)

LOW BID:* 3.6809%

HIGH BID: 3.8993%

Summary of Sale Results:	
Principal Amount*:	\$8,090,000
Underwriter's Discount:	\$62,189
Reoffering Premium:	\$520,460
True Interest Cost:	3.6885%
Costs of Issuance:	\$80,733
Yield:	2.77%-3.90%
Total Net P&I	\$11,443,402

NOTES: Bond Trust Services Corporation, Minneapolis, Minnesota will serve as Paying Agent on the Bonds.

The Bonds maturing February 1, 2036 and thereafter are callable February 1, 2035 or any date thereafter.

* Subsequent to bid opening, the issue size was decreased to \$8,090,000 due to the reoffering premium received.

CLOSING DATE: July 14, 2025

CITY COUNCIL ACTION: Adopt a resolution awarding the sale of \$8,090,000 General Obligation Bonds, Series 2025A.

SUPPLEMENTARY ATTACHMENTS

- Bid Tabulation
- Sources and Uses of Funds
- Updated Debt Service Schedules

Ehlers Bond Sale Summary

\$8,665,000 General Obligation Bonds, Series 2025A

City of Lino Lakes, Minnesota

SALE: June 23, 2025

AWARD: PIPER SANDLER & CO.

NAME OF INSTITUTION	MATURITY (February 1)	AMOUNT	COUPON RATE	REOFFERING YIELD	PRICE	TRUE INTEREST RATE
PIPER SANDLER & CO. Minneapolis, Minnesota	2027	\$435,000.00	5.000%	2.770%	\$9,159,889.60	3.6809%
	2028	\$455,000.00	5.000%	2.780%		
	2029	\$470,000.00	5.000%	2.800%		
	2030	\$490,000.00	5.000%	2.910%		
	2031	\$505,000.00	5.000%	3.000%		
	2032	\$525,000.00	5.000%	3.090%		
	2033	\$545,000.00	5.000%	3.180%		
	2034	\$570,000.00	5.000%	3.300%		
	2035	\$590,000.00	5.000%	3.460%		
	2036	\$615,000.00	5.000%	3.600%		
	2037	\$635,000.00	4.000%	3.700%		
	2038	\$665,000.00	4.000%	3.750%		
	2039	\$695,000.00	4.000%	3.800%		
	2040	\$720,000.00	4.000%	3.850%		
	2041	\$750,000.00	4.000%	3.900%		
BAIRD Milwaukee, Wisconsin						3.7121%
TD SECURITIES (USA) LLC New York, New York						3.7559%
RAYMOND JAMES & ASSOCIATES, INC. St. Petersburg, Florida						3.7629%
UBS FINANCIAL SERVICES INC. New York, New York						3.7915%
NORTHLAND SECURITIES, INC. Minneapolis, Minnesota						3.7972%
STIFEL, NICOLAUS & COMPANY, INCORPORATED Birmingham, Alabama						3.8044%
HUNTINGTON SECURITIES, INC Chicago, Illinois						3.8501%
BROWNSTONE INVESTMENT GROUP, LLC New York, New York						3.8560%

KEYBANC CAPITAL MARKETS INCORPORATED Cleveland, Ohio	3.8588%
HILLTOPSECURITIES Dallas, Texas	3.8993%

City of Lino Lakes, Minnesota

\$8,090,000 General Obligation Bonds, Series 2025A

Issue Summary

Total Issue Sources And Uses

Dated 07/14/2025 | Delivered 07/14/2025

	Street Reconstruction	Utility Revenue	Issue Summary
Sources Of Funds			
Par Amount of Bonds	\$4,195,000.00	\$3,895,000.00	\$8,090,000.00
Reoffering Premium	269,759.80	250,699.85	520,459.65
Total Sources	\$4,464,759.80	\$4,145,699.85	\$8,610,459.65
Uses Of Funds			
Total Underwriter's Discount (0.769%)	32,247.40	29,941.27	62,188.67
Costs of Issuance	41,863.41	38,869.59	80,733.00
Deposit to Project Construction Fund	4,390,648.99	4,076,888.99	8,467,537.98
Total Uses	\$4,464,759.80	\$4,145,699.85	\$8,610,459.65

City of Lino Lakes, Minnesota

\$8,090,000 General Obligation Bonds, Series 2025A

Issue Summary

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
07/14/2025	-	-	-	-	-
02/01/2026	-	-	203,101.53	203,101.53	203,101.53
08/01/2026	-	-	185,575.00	185,575.00	-
02/01/2027	375,000.00	5.000%	185,575.00	560,575.00	746,150.00
08/01/2027	-	-	176,200.00	176,200.00	-
02/01/2028	395,000.00	5.000%	176,200.00	571,200.00	747,400.00
08/01/2028	-	-	166,325.00	166,325.00	-
02/01/2029	415,000.00	5.000%	166,325.00	581,325.00	747,650.00
08/01/2029	-	-	155,950.00	155,950.00	-
02/01/2030	435,000.00	5.000%	155,950.00	590,950.00	746,900.00
08/01/2030	-	-	145,075.00	145,075.00	-
02/01/2031	460,000.00	5.000%	145,075.00	605,075.00	750,150.00
08/01/2031	-	-	133,575.00	133,575.00	-
02/01/2032	485,000.00	5.000%	133,575.00	618,575.00	752,150.00
08/01/2032	-	-	121,450.00	121,450.00	-
02/01/2033	510,000.00	5.000%	121,450.00	631,450.00	752,900.00
08/01/2033	-	-	108,700.00	108,700.00	-
02/01/2034	530,000.00	5.000%	108,700.00	638,700.00	747,400.00
08/01/2034	-	-	95,450.00	95,450.00	-
02/01/2035	560,000.00	5.000%	95,450.00	655,450.00	750,900.00
08/01/2035	-	-	81,450.00	81,450.00	-
02/01/2036	590,000.00	5.000%	81,450.00	671,450.00	752,900.00
08/01/2036	-	-	66,700.00	66,700.00	-
02/01/2037	615,000.00	4.000%	66,700.00	681,700.00	748,400.00
08/01/2037	-	-	54,400.00	54,400.00	-
02/01/2038	640,000.00	4.000%	54,400.00	694,400.00	748,800.00
08/01/2038	-	-	41,600.00	41,600.00	-
02/01/2039	665,000.00	4.000%	41,600.00	706,600.00	748,200.00
08/01/2039	-	-	28,300.00	28,300.00	-
02/01/2040	695,000.00	4.000%	28,300.00	723,300.00	751,600.00
08/01/2040	-	-	14,400.00	14,400.00	-
02/01/2041	720,000.00	4.000%	14,400.00	734,400.00	748,800.00
Total	\$8,090,000.00	-	\$3,353,401.53	\$11,443,401.53	-

Yield Statistics

Bond Year Dollars	\$76,157.03
Average Life	9.414 Years
Average Coupon	4.4032726%
Net Interest Cost (NIC)	3.8015278%
True Interest Cost (TIC)	3.6885085%
Bond Yield for Arbitrage Purposes	3.5773061%
All Inclusive Cost (AIC)	3.8155388%

IRS Form 8038

Net Interest Cost	3.5318929%
Weighted Average Maturity	9.315 Years

City of Lino Lakes, Minnesota

\$8,090,000 General Obligation Bonds, Series 2025A

Issue Summary

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% of Total	Assessments	Utility Revenue	Levy/(Surplus)
02/01/2026	-	-	203,101.53	203,101.53	213,256.61	-	102,678.04	110,578.57
02/01/2027	375,000.00	5.000%	371,150.00	746,150.00	783,457.50	96,534.97	280,100.03	406,822.50
02/01/2028	395,000.00	5.000%	352,400.00	747,400.00	784,770.00	96,534.98	281,150.02	407,085.00
02/01/2029	415,000.00	5.000%	332,650.00	747,650.00	785,032.50	96,534.98	281,675.02	406,822.50
02/01/2030	435,000.00	5.000%	311,900.00	746,900.00	784,245.00	96,534.96	281,675.04	406,035.00
02/01/2031	460,000.00	5.000%	290,150.00	750,150.00	787,657.50	96,534.98	281,150.02	409,972.50
02/01/2032	485,000.00	5.000%	267,150.00	752,150.00	789,757.50	96,534.98	285,350.02	407,872.50
02/01/2033	510,000.00	5.000%	242,900.00	752,900.00	790,545.00	96,534.96	283,512.54	410,497.50
02/01/2034	530,000.00	5.000%	217,400.00	747,400.00	784,770.00	96,534.97	281,150.03	407,085.00
02/01/2035	560,000.00	5.000%	190,900.00	750,900.00	788,445.00	96,534.98	283,512.52	408,397.50
02/01/2036	590,000.00	5.000%	162,900.00	752,900.00	790,545.00	96,534.98	285,087.52	408,922.50
02/01/2037	615,000.00	4.000%	133,400.00	748,400.00	785,820.00	96,534.98	280,625.02	408,660.00
02/01/2038	640,000.00	4.000%	108,800.00	748,800.00	786,240.00	96,534.98	283,985.02	405,720.00
02/01/2039	665,000.00	4.000%	83,200.00	748,200.00	785,610.00	96,534.98	281,465.02	407,610.00
02/01/2040	695,000.00	4.000%	56,600.00	751,600.00	789,180.00	96,534.97	283,775.03	408,870.00
02/01/2041	720,000.00	4.000%	28,800.00	748,800.00	786,240.00	96,534.97	280,205.03	409,500.00
Total	\$8,090,000.00	-	\$3,353,401.53	\$11,443,401.53	\$12,015,571.61	\$1,448,024.62	\$4,337,095.92	\$6,230,451.07

Significant Dates

Dated	7/14/2025
First Coupon Date	2/01/2026

Yield Statistics

Bond Year Dollars	\$76,157.03
Average Life	9.414 Years
Average Coupon	4.4032726%
Net Interest Cost (NIC)	3.8015278%
True Interest Cost (TIC)	3.6885085%
Bond Yield for Arbitrage Purposes	3.5773061%
All Inclusive Cost (AIC)	3.8155388%

City of Lino Lakes, Minnesota

\$4,195,000 General Obligation Bonds, Series 2025A

Street Reconstruction

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
07/14/2025	-	-	-	-	-
02/01/2026	-	-	105,312.92	105,312.92	105,312.92
08/01/2026	-	-	96,225.00	96,225.00	-
02/01/2027	195,000.00	5.000%	96,225.00	291,225.00	387,450.00
08/01/2027	-	-	91,350.00	91,350.00	-
02/01/2028	205,000.00	5.000%	91,350.00	296,350.00	387,700.00
08/01/2028	-	-	86,225.00	86,225.00	-
02/01/2029	215,000.00	5.000%	86,225.00	301,225.00	387,450.00
08/01/2029	-	-	80,850.00	80,850.00	-
02/01/2030	225,000.00	5.000%	80,850.00	305,850.00	386,700.00
08/01/2030	-	-	75,225.00	75,225.00	-
02/01/2031	240,000.00	5.000%	75,225.00	315,225.00	390,450.00
08/01/2031	-	-	69,225.00	69,225.00	-
02/01/2032	250,000.00	5.000%	69,225.00	319,225.00	388,450.00
08/01/2032	-	-	62,975.00	62,975.00	-
02/01/2033	265,000.00	5.000%	62,975.00	327,975.00	390,950.00
08/01/2033	-	-	56,350.00	56,350.00	-
02/01/2034	275,000.00	5.000%	56,350.00	331,350.00	387,700.00
08/01/2034	-	-	49,475.00	49,475.00	-
02/01/2035	290,000.00	5.000%	49,475.00	339,475.00	388,950.00
08/01/2035	-	-	42,225.00	42,225.00	-
02/01/2036	305,000.00	5.000%	42,225.00	347,225.00	389,450.00
08/01/2036	-	-	34,600.00	34,600.00	-
02/01/2037	320,000.00	4.000%	34,600.00	354,600.00	389,200.00
08/01/2037	-	-	28,200.00	28,200.00	-
02/01/2038	330,000.00	4.000%	28,200.00	358,200.00	386,400.00
08/01/2038	-	-	21,600.00	21,600.00	-
02/01/2039	345,000.00	4.000%	21,600.00	366,600.00	388,200.00
08/01/2039	-	-	14,700.00	14,700.00	-
02/01/2040	360,000.00	4.000%	14,700.00	374,700.00	389,400.00
08/01/2040	-	-	7,500.00	7,500.00	-
02/01/2041	375,000.00	4.000%	7,500.00	382,500.00	390,000.00
Total	\$4,195,000.00	-	\$1,738,762.92	\$5,933,762.92	-

Yield Statistics

Bond Year Dollars	\$39,490.60
Average Life	9.414 Years
Average Coupon	4.4029796%
Net Interest Cost (NIC)	3.8015392%
True Interest Cost (TIC)	3.6885772%
Bond Yield for Arbitrage Purposes	3.5773061%
All Inclusive Cost (AIC)	3.8156139%

IRS Form 8038

Net Interest Cost	3.5320202%
Weighted Average Maturity	9.315 Years

City of Lino Lakes, Minnesota

\$4,195,000 General Obligation Bonds, Series 2025A

Street Reconstruction

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% Overlevy
02/01/2026	-	-	105,312.92	105,312.92	110,578.57
02/01/2027	195,000.00	5.000%	192,450.00	387,450.00	406,822.50
02/01/2028	205,000.00	5.000%	182,700.00	387,700.00	407,085.00
02/01/2029	215,000.00	5.000%	172,450.00	387,450.00	406,822.50
02/01/2030	225,000.00	5.000%	161,700.00	386,700.00	406,035.00
02/01/2031	240,000.00	5.000%	150,450.00	390,450.00	409,972.50
02/01/2032	250,000.00	5.000%	138,450.00	388,450.00	407,872.50
02/01/2033	265,000.00	5.000%	125,950.00	390,950.00	410,497.50
02/01/2034	275,000.00	5.000%	112,700.00	387,700.00	407,085.00
02/01/2035	290,000.00	5.000%	98,950.00	388,950.00	408,397.50
02/01/2036	305,000.00	5.000%	84,450.00	389,450.00	408,922.50
02/01/2037	320,000.00	4.000%	69,200.00	389,200.00	408,660.00
02/01/2038	330,000.00	4.000%	56,400.00	386,400.00	405,720.00
02/01/2039	345,000.00	4.000%	43,200.00	388,200.00	407,610.00
02/01/2040	360,000.00	4.000%	29,400.00	389,400.00	408,870.00
02/01/2041	375,000.00	4.000%	15,000.00	390,000.00	409,500.00
Total	\$4,195,000.00	-	\$1,738,762.92	\$5,933,762.92	\$6,230,451.07

Significant Dates

Dated	7/14/2025
First Coupon Date	2/01/2026

Yield Statistics

Bond Year Dollars	\$39,490.60
Average Life	9.414 Years
Average Coupon	4.4029796%
Net Interest Cost (NIC)	3.8015392%
True Interest Cost (TIC)	3.6885772%
Bond Yield for Arbitrage Purposes	3.5773061%
All Inclusive Cost (AIC)	3.8156139%

IRS Form 8038

Net Interest Cost	3.5320202%
Weighted Average Maturity	9.315 Years

City of Lino Lakes, Minnesota

\$4,195,000 General Obligation Bonds, Series 2025A
Street Reconstruction

Tax Levy Schedule

Tax Levy Year	Tax Collect Year	Bond Pay Year	Total P+I	Available City Funds	Net New D/S	P & I @105%	Net Levy
2024	2025	2026	105,312.92	(105,312.92)	-	-	-
2025	2026	2027	387,450.00	-	387,450.00	406,822.50	406,822.50
2026	2027	2028	387,700.00	-	387,700.00	407,085.00	407,085.00
2027	2028	2029	387,450.00	-	387,450.00	406,822.50	406,822.50
2028	2029	2030	386,700.00	-	386,700.00	406,035.00	406,035.00
2029	2030	2031	390,450.00	-	390,450.00	409,972.50	409,972.50
2030	2031	2032	388,450.00	-	388,450.00	407,872.50	407,872.50
2031	2032	2033	390,950.00	-	390,950.00	410,497.50	410,497.50
2032	2033	2034	387,700.00	-	387,700.00	407,085.00	407,085.00
2033	2034	2035	388,950.00	-	388,950.00	408,397.50	408,397.50
2034	2035	2036	389,450.00	-	389,450.00	408,922.50	408,922.50
2035	2036	2037	389,200.00	-	389,200.00	408,660.00	408,660.00
2036	2037	2038	386,400.00	-	386,400.00	405,720.00	405,720.00
2037	2038	2039	388,200.00	-	388,200.00	407,610.00	407,610.00
2038	2039	2040	389,400.00	-	389,400.00	408,870.00	408,870.00
2039	2040	2041	390,000.00	-	390,000.00	409,500.00	409,500.00
Total	-	-	\$5,933,762.92	(105,312.92)	\$5,828,450.00	\$6,119,872.50	\$6,119,872.50

Bond Data

Dated Date	7/14/2025
Call Date	2/01/2035



City of Lino Lakes, Minnesota

\$3,895,000 General Obligation Bonds, Series 2025A

Utility Revenue

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
07/14/2025	-	-	-	-	-
02/01/2026	-	-	97,788.61	97,788.61	97,788.61
08/01/2026	-	-	89,350.00	89,350.00	-
02/01/2027	180,000.00	5.000%	89,350.00	269,350.00	358,700.00
08/01/2027	-	-	84,850.00	84,850.00	-
02/01/2028	190,000.00	5.000%	84,850.00	274,850.00	359,700.00
08/01/2028	-	-	80,100.00	80,100.00	-
02/01/2029	200,000.00	5.000%	80,100.00	280,100.00	360,200.00
08/01/2029	-	-	75,100.00	75,100.00	-
02/01/2030	210,000.00	5.000%	75,100.00	285,100.00	360,200.00
08/01/2030	-	-	69,850.00	69,850.00	-
02/01/2031	220,000.00	5.000%	69,850.00	289,850.00	359,700.00
08/01/2031	-	-	64,350.00	64,350.00	-
02/01/2032	235,000.00	5.000%	64,350.00	299,350.00	363,700.00
08/01/2032	-	-	58,475.00	58,475.00	-
02/01/2033	245,000.00	5.000%	58,475.00	303,475.00	361,950.00
08/01/2033	-	-	52,350.00	52,350.00	-
02/01/2034	255,000.00	5.000%	52,350.00	307,350.00	359,700.00
08/01/2034	-	-	45,975.00	45,975.00	-
02/01/2035	270,000.00	5.000%	45,975.00	315,975.00	361,950.00
08/01/2035	-	-	39,225.00	39,225.00	-
02/01/2036	285,000.00	5.000%	39,225.00	324,225.00	363,450.00
08/01/2036	-	-	32,100.00	32,100.00	-
02/01/2037	295,000.00	4.000%	32,100.00	327,100.00	359,200.00
08/01/2037	-	-	26,200.00	26,200.00	-
02/01/2038	310,000.00	4.000%	26,200.00	336,200.00	362,400.00
08/01/2038	-	-	20,000.00	20,000.00	-
02/01/2039	320,000.00	4.000%	20,000.00	340,000.00	360,000.00
08/01/2039	-	-	13,600.00	13,600.00	-
02/01/2040	335,000.00	4.000%	13,600.00	348,600.00	362,200.00
08/01/2040	-	-	6,900.00	6,900.00	-
02/01/2041	345,000.00	4.000%	6,900.00	351,900.00	358,800.00
Total	\$3,895,000.00	-	\$1,614,638.61	\$5,509,638.61	-

Yield Statistics

Bond Year Dollars	\$36,666.43
Average Life	9.414 Years
Average Coupon	4.4035882%
Net Interest Cost (NIC)	3.8015155%
True Interest Cost (TIC)	3.6884344%
Bond Yield for Arbitrage Purposes	3.5773061%
All Inclusive Cost (AIC)	3.8154579%

IRS Form 8038

Net Interest Cost	3.5317558%
Weighted Average Maturity	9.316 Years

City of Lino Lakes, Minnesota

\$3,895,000 General Obligation Bonds, Series 2025A

Utility Revenue

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% of Total	Assessments	Utility Revenue
02/01/2026	-	-	97,788.61	97,788.61	102,678.04	-	102,678.04
02/01/2027	180,000.00	5.000%	178,700.00	358,700.00	376,635.00	96,534.97	280,100.03
02/01/2028	190,000.00	5.000%	169,700.00	359,700.00	377,685.00	96,534.98	281,150.02
02/01/2029	200,000.00	5.000%	160,200.00	360,200.00	378,210.00	96,534.98	281,675.02
02/01/2030	210,000.00	5.000%	150,200.00	360,200.00	378,210.00	96,534.96	281,675.04
02/01/2031	220,000.00	5.000%	139,700.00	359,700.00	377,685.00	96,534.98	281,150.02
02/01/2032	235,000.00	5.000%	128,700.00	363,700.00	381,885.00	96,534.98	285,350.02
02/01/2033	245,000.00	5.000%	116,950.00	361,950.00	380,047.50	96,534.96	283,512.54
02/01/2034	255,000.00	5.000%	104,700.00	359,700.00	377,685.00	96,534.97	281,150.03
02/01/2035	270,000.00	5.000%	91,950.00	361,950.00	380,047.50	96,534.98	283,512.52
02/01/2036	285,000.00	5.000%	78,450.00	363,450.00	381,622.50	96,534.98	285,087.52
02/01/2037	295,000.00	4.000%	64,200.00	359,200.00	377,160.00	96,534.98	280,625.02
02/01/2038	310,000.00	4.000%	52,400.00	362,400.00	380,520.00	96,534.98	283,985.02
02/01/2039	320,000.00	4.000%	40,000.00	360,000.00	378,000.00	96,534.98	281,465.02
02/01/2040	335,000.00	4.000%	27,200.00	362,200.00	380,310.00	96,534.97	283,775.03
02/01/2041	345,000.00	4.000%	13,800.00	358,800.00	376,740.00	96,534.97	280,205.03
Total	\$3,895,000.00	-	\$1,614,638.61	\$5,509,638.61	\$5,785,120.54	\$1,448,024.62	\$4,337,095.92

Significant Dates

Dated	7/14/2025
First Coupon Date	2/01/2026

Yield Statistics

Bond Year Dollars	\$36,666.43
Average Life	9.414 Years
Average Coupon	4.4035882%
Net Interest Cost (NIC)	3.8015155%
True Interest Cost (TIC)	3.6884344%
Bond Yield for Arbitrage Purposes	3.5773061%
All Inclusive Cost (AIC)	3.8154579%

City of Lino Lakes, Minnesota

\$1,002,000 General Obligation Bonds, Series 2025A

Assessments

Fixed 5.00% Rate - Equal P&I

Assessments

Date	Principal	Coupon	Interest	Total P+I
12/31/2026	46,434.97	5.000%	50,100.00	96,534.97
12/31/2027	48,756.72	5.000%	47,778.26	96,534.98
12/31/2028	51,194.56	5.000%	45,340.42	96,534.98
12/31/2029	53,754.28	5.000%	42,780.68	96,534.96
12/31/2030	56,442.00	5.000%	40,092.98	96,534.98
12/31/2031	59,264.10	5.000%	37,270.88	96,534.98
12/31/2032	62,227.30	5.000%	34,307.66	96,534.96
12/31/2033	65,338.67	5.000%	31,196.30	96,534.97
12/31/2034	68,605.60	5.000%	27,929.38	96,534.98
12/31/2035	72,035.88	5.000%	24,499.10	96,534.98
12/31/2036	75,637.68	5.000%	20,897.30	96,534.98
12/31/2037	79,419.56	5.000%	17,115.42	96,534.98
12/31/2038	83,390.54	5.000%	13,144.44	96,534.98
12/31/2039	87,560.07	5.000%	8,974.90	96,534.97
12/31/2040	91,938.07	5.000%	4,596.90	96,534.97
Total	\$1,002,000.00	-	\$446,024.62	\$1,448,024.62

Significant Dates

Filing Date	1/01/2026
First Payment Date	12/31/2026

City of Lino Lakes, Minnesota

\$8,090,000 General Obligation Bonds, Series 2025A
Issue Summary

Detail Costs Of Issuance

Dated 07/14/2025 | Delivered 07/14/2025

COSTS OF ISSUANCE DETAIL

Municipal Advisor	\$48,308.00
Bond Counsel (Kennedy & Graven)	\$10,200.00
Rating Agency Fee (S&P)	\$20,900.00
Paying Agent (Bond Trust Services)	\$925.00
Anoka County Fee	\$400.00
TOTAL	\$80,733.00



Lino Lakes, MN

Series 2025A Bond Sale Results

June 23, 2025

General Obligation Bonds, Series 2025A

Proposed City Bonding: \$8,665,000

- Street Reconstruction: \$4,495,000
 - ✓ Debt Issuance will be paid from property taxes
- Utility Revenue: \$4,170,000
 - ✓ Debt Service will be paid from utility revenues and special assessments
- Council provided preliminary authorization to proceed with bonding May 27th

Process to Date

- Credit Rating discussion with Standard and Poor's
 - ✓ Rating affirmed at AA+ level, assigned a “positive outlook”
 - ✓ Reflects consistent financial performance, very strong management practices and policies, and continued tax base growth
- Offering documents circulated to the municipal bond marketplace
- Competitive bids due 10:00 am June 23rd
- Bids reviewed by Ehlers and City staff

Bids Received

Bidder	Indicated Rate
Piper Sandler & Co	3.6809%
Baird	3.7121%
TD Securities (USA) LLS	3.7559%
Raymond James & Associates	3.7629%
UBS Financial Services	3.7915%
Northland Securities	3.7972%
Stifel, Nicolaus & Company	3.8044%
Huntington Securities	3.8501%
Brownstone Investments	3.8560%
Keybanc Capital Markets	3.8588%
Hilltop Securities	3.8993%

Spread
0.2184%

Final Results

- Low bid from Piper Sandler & Co., Minneapolis, Minnesota
- Total Principal resized to \$8,090,000
 - ✓ Reduction of \$575,000
 - ✓ Reflects low bid's reoffering premium and final issuance costs
- 2025A Bonds Final True Interest Cost calculation: 3.6885%
 - ✓ Better than Presale estimate of 4.2683%

General Obligation Bonds, Series 2025A

- Final Council Action: affirm and ratify approval of sale results
- Consider the Award Resolution prepared by the City's bond attorneys at Kennedy & Graven
- Scheduled closing on or before July 14, 2025

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

STAFF ORIGINATOR: Karen Anderson, City Administrator

MEETING DATE June 23, 2025

AGENDA ITEM: Consider Approval of Municipal Cannabis Dispensary Feasibility Study

VOTE REQUIRED: Simple Majority

INTRODUCTION

Consideration for the approval of entering into a contract with Great White Companies, LLC to complete a Municipal Cannabis Dispensary feasibility study.

BACKGROUND

Based on the City Council's direction, staff researched numerous consultants to assist the City of Lino Lakes in its decision to possibly pursue a Municipal Cannabis Retail License. The Great White Companies, LLC is recommended to provide a community-specific feasibility study which will help illustrate the potential market and highlight projected sales for the City of Lino Lakes. The cost of the study is \$2,500.

RECOMMENDATION

Staff is requesting Council approval to sign a contract with Great White Companies, LLC to complete a Municipal Cannabis Dispensary feasibility study.

ATTACHMENTS

1. 06-23-25 - Municipal Cannabis Dispensary - Feasibility Study

Great White Companies MN, LLC
855 Rice Street, Suite 100
Saint Paul, MN 55117
651-487-1208

City of Lino Lakes
600 Town Center Parkway
Lino Lakes, MN 55014
Rob Raferty, Mayor

Proposal

To assist the city of Lino Lakes in its decision to pursue a Municipal Cannabis Retail License in the ever-evolving Minnesota adult-use landscape. A community-specific feasibility study will help illustrate the potential market and highlight projected sales. Other services our team can provide:

- Business Plan development and execution
- Cultivation facility design, both temporary and permanent
- Retail store design
- Product display and visual merchandising
- Logistics
- Operations
- Licensing application
- SOP's
- Business Planning
- Government Relations
- Compliance and regulatory affairs
- Banking in the cannabis space
- Security
- Cultivation best practices
- Strain selection and genetics sourcing
- Product selection
- Brand development
- Advertising, marketing, and go-to-market strategy
- Medical cannabis and cannabinoid therapy
- Producer and vendor identification and selection

Project Leads

Bill Parker and Colin Kelley, who have combined nearly 20 years of cannabis experience, will lead this project. As demonstrated in their bios in the relevant information section, these gentlemen have years of experience evaluating, planning, and building cannabis companies in Minnesota and beyond. There is no other combination of individuals in Minnesota with more experience in the legal cannabis markets than Bill and Colin.

Both individuals will be officed at 855 Rice Street, Suite 100, Saint Paul, MN 55117

Qualifications & Experience

Bill and Colin will be joined by a team of individuals with extensive cannabis experience, specific to evaluating opportunities and building organizations to thrive in the legal cannabis markets. Full bios can be found in the Relevant Information to Demonstrate Qualifications section of this RFP.

The team has conducted feasibility studies in over 15 markets nationwide. These have included:

- Evaluation of market opportunity for vertically integrated and stand-alone cannabis operations.
- Understanding local and transient customer bases, and potential business locations.
- Determine required resources, and the economic impact (including tax implications) for the most efficacious economic opportunity.

The team has provided consulting services and executed on business plans in more than 12 markets across the US.

Relevant Information to Demonstrate Qualifications

The team conducting the work required will include, but not be limited to, the following individuals:

Bill Parker

Bill Parker brings a mix of operational discipline, personal compassion, and unique life experience to every role he takes on. Drawing from his time served in the US Army, Bill understands the need for structure and precision in building trust and delivering consistent, superior results. Bill's passion to help others is driven by his years served as a paramedic and his son's heroic battle with pediatric cancer. Witnessing the benefits of cannabis firsthand, Bill now dedicates his time to normalizing and destigmatizing cannabis.

Bill served as CEO and President of LeafLine Labs, helping lead the company to dominate the Minnesota medical cannabis market. He has a wide array of cannabis experience from his years working and managing a 100% vertically integrated medical cannabis company. Bill is well-versed in cannabis operations (retail, cultivation, processing, etc.), program compliance, security, government relations, and cannabinoid therapy.

Colin Kelley

Colin Kelley is a Senior Partner at Merida Capital Holdings, the largest cannabis private equity fund in the world. In this role he has overseen the investment of more than \$300m and build cannabis companies worth nearly \$1B. He currently oversees over 80 companies operating in 12 different states. At Merida he led the i2 Minority Business Accelerator, which selected five BIPOC and/or Native led cannabis businesses to receive funding and assistance from the Merida management team, particularly Colin. He also is a board member of six cannabis companies, and a cannabis point of sale software company. He is a member of the editorial board for Cannabis Business Times and The Cannabis Conference – and is a frequent contributor to both.

Prior to joining Merida Colin served as a board member for LeafLine Labs, one of two licensees in Minnesota's medical cannabis program. At LeafLine he also filled the role of Chief Operating Officer, Chief Financial Officer, and President of the Wellness (CBD) division. During that time he oversaw the expansion of LeafLine from a paper license with no employees to a thriving operation with more than six dispensaries, a cultivation and manufacturing facility, and more than 200 employees.

Before joining the cannabis industry Colin held leadership roles at Dun & Bradstreet, State Street Bank, Wind River Capital Management, the SAP Business Incubator, and the Civilian Research and Development Fund – specifically the denuclearization of Libya. He attended Bryant University in Rhode Island earning a Bachelor of Science of Business Administration with a dual concentration of Finance and Management.

Curtis White

Curtis was born and raised in Fairmont, MN. He is fourth generation to Fairmont and his family ties run deep in the community. Curtis is a versatile leader with over 20 years of experience in farming and agricultural business. He spent much of his youth learning the trade by aiding in his family's expansive 3,300 acre corn and soybean business. In the early 2000's, he owned and operated Dynasty Holdings, a company responsible for over eight billion dollars in mortgage loan volume. Dynasty holdings specialized in mortgage lead generation, loan processing and loan closing through utilize a \$10 million dollar line of credit. In 2008, Curtis returned to his agricultural background where he founded several companies specializing in growing and producing cannabis-derived products. His wealth of knowledge in cannabis seeding, cultivation, genetics, extraction, and product formulations played an integral role his most recent endeavor, Great White Industries and Great White Farms. Great White Industries specializes in branding, manufacturing, and distribution of CBD products. The nationwide CBD brand is Curt's Concentrates which is sold and distributed direct to consumers, small shops, and large distributing chains throughout the nation. A second brand MN Roots was developed to support MN Hemp and Cannabis with the goal to bring consumer, manufacturing, and growing education to MN based on his years of experience. The first MN Roots storefront will open in Elk River, July 2023 to promote the brand along with CBD education for the community. Land was purchased in Fairmont, MN to build a 65,000 square foot state of the art vertical grow and retail store in the community which will be operational in the next 6 months. Great White Farms specializes in branding, manufacturing, and distribution of THC products along with grow, genetics, extraction, and manufacturing consulting. Curtis' growing expertise in plant nutrients, cloning and light balance leads to industry standard plant yields. Curtis is a legendary figure in the cannabis world. His honest and hardworking nature is a testament to his ability to stay grounded to his small-town roots.

Buck McAlpin

Buck currently works with the Libby Law Office in Saint Paul as a Government Relation's Specialist. Buck has spent the last 28 years lobbying at the Minnesota State Capital on emergency medical services, health care related issues and within the Cannabis space. Buck has a background in both rural and large urban EMS operations working as a paramedic and EMS Operations Director in those settings.

Buck continues to represent and lobby for the American College of Emergency Physicians, the MN Ambulance Association, Rural Transportation Providers, and other health care related entities. Buck was one of the original investors and contractors when the State awarded LeafLine Labs, LLC one of the two State Medical Cannabis licenses back in 2014. He worked to navigate the entire process with the Board of Directors and LeafLine to establish a cannabis program in MN. In May of 2018 Buck was elected by the 200 investors/members of LeafLine to serve as the Board Chair. As Chair of the Board, he was active in day-to-day operations and the success of the Company. In 2021 Buck worked with the Board and leadership to develop an exit plan and ultimate sale of LeafLine to a National Cannabis operator. Buck enjoys working in the entrepreneurial space and has owned and purchased numerous companies over the years.

Nick Zerwas

Nick is a respected leader in our community, with a career that spans both public and private sectors. He served as a member of the Minnesota House of Representatives and played a crucial role in shaping the state's medical cannabis program. His expertise and dedication to responsible business practices make him a valuable asset to Minnesota's legal cannabis industry.

During his time as a Minnesota State Representative, Zerwas represented District 30A, which included Elk River, Big Lake, and Otsego. He focused on essential issues like public safety and healthcare, demonstrating his commitment to public service and advocacy.

Zerwas's notable achievement during his legislative career was his involvement in crafting Minnesota's medical cannabis program. He understood healthcare policy and worked to create a program that prioritizes patient well-being and access to medical cannabis for those in need.

In the private sector, Zerwas continued to contribute to cannabis policy, working on the adult use bill during the 2023 session. He represented one of Minnesota's two medical cannabis companies in legislative negotiations.

His experience in shaping the medical cannabis program positions Zerwas to make a meaningful impact on Minnesota's adult use cannabis industry. He advocates for responsible regulations and patient-centered approaches.

We are proud to have Nick Zerwas as part of our team as we enter the legal cannabis space. His expertise, dedication, and passion for public service and responsible business practices will shape the success of our cannabis company in Minnesota.

With Zerwas's guidance, we uphold high standards of excellence, integrity, and community engagement. We are confident that his leadership will lead us to a thriving and socially responsible future in Minnesota's evolving cannabis industry.

Cost Proposal

We propose costs as outlined below:

1. \$2500 – Community-specific feasibility study

References

Robert Engebretsen

- raengebr@gmail.com
- 612.964.9088
- President, US Bank Wealth Management - Retired
- Board Member, LeafLine Labs

Dan Schoen

- dan4358@gmail.com
- 651.398.8268
- Minnesota State Senator, District 54 – Retired
 - Co-sponsor of Medical Cannabis Bill - SF 2470
- Minnesota State Representative, District 54A – Retired
- Law Enforcement Officer, City of Cottage Grove

Certifications

We certify to the best of our knowledge and belief that our principals and employees:

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal, State, Local, or Tribal department or agency.
- Have not within a five-year period preceding this proposal been convicted of a civil judgement rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain o, or performing a public (Federal, state, local or Tribal) transaction or contract under a public transaction; violation of Federal or State antitrust statues or commission of embezzlement, theft, forgery, bribery, falsification, or destruction of records making false statements, or receiving stolen property.
- Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, Local or Tribal).
- Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, Local, or Tribal) terminated for cause or default.

Great White Companies MN LLC

By:

Bill Parker

Its: COO

Date: June 19, 2025

City of Lino Lakes

By:

Its:

Date:

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

STAFF ORIGINATOR: Roberta Colotti, City Clerk

MEETING DATE June 23, 2025

AGENDA ITEM: Consider First Reading of Ordinance 12-25 Regulating Pet Stores

VOTE REQUIRED: Simple Majority

INTRODUCTION

Presented for the consideration of the City Council is draft Ordinance No. 12-25 Regulating Pet Stores.

BACKGROUND

At the June 9, 2025, City Council meeting, three residents appeared before the Council during the Public Comment period to request that the City Council adopt an ordinance prohibiting the sale of dogs and cats by pet stores. The option to showcase dogs and cats for adoption by local shelters and animal rescue organizations was preferred to selling dogs and cats that may potentially be part of a puppy mill. They provided several sample ordinances for the City's consideration. These ordinances were reviewed and used to draft the attached Ordinance Regulating Pet Stores, which will be incorporated into our existing City Code Chapter 503 Animal Control Regulations. Under Section 503.23 PENALTY. "A violation of any section of Chapter 503 is a misdemeanor. Each day on which a violation continues shall constitute a separate violation." This new section of the code will be covered by Section 503.23.

RECOMMENDATION

Waive the Full Reading of Ordinance No. 12-25 Regulating Pet Stores.
Provide First Reading to Ordinance No. 12-25 Regulating Pet Stores.

ATTACHMENTS

1. 12-25 - Regulating Pet Stores

1 st Reading: June 23, 2025	Website Notice: June 24, 2025
2 nd Reading: July 14, 2025	Publication: July 22, 2025
Adoption: July 14, 2025	Effective: August 21, 2025

CITY OF LINO LAKES ORDINANCE NO. 12-25

REGULATING PET STORES

The City Council of Lino Lakes ordains:

CITY CODE CHAPTER 503: ANIMAL CONTROL REGULATIONS IS AMENDED TO INCLUDE PET STORE REGULATIONS

SECTION 501.01 DEFINITIONS

Animal Control Authority. Any governmental entity which is responsible for animal control operations in its jurisdiction.

Animal Rescue Organization. Any not-for-profit organization which has tax-exempt status under Section 501(c)(3) of the United States Internal Revenue Code, whose mission and practice is in whole or in significant part, the rescue of animals and the placement of those animals in permanent homes, and which does not breed animals.

Animal Shelter. Any not-for-profit organization which has tax- exempt status under Section 501(c)(3) of the United States Internal Revenue Code, which (1) accepts animals into a physical facility; (2) is devoted to the rescue, care, and adoption of stray, abandoned, unwanted or surrendered animals; (3) places animals in permanent homes or with animal rescue organizations; and (4) does not breed animals.

Cat. A mammal that is wholly or in part the species Felis domestics.

Certificate of Source. A document from an animal control officer, animal containment facility, animal rescue organization, or animal shelter which shall provide a brief description of the dog or cat, and shall list the name, address, and telephone number of the organization.

Pet Store. Any retail establishment, or operator thereof, which displays, sells, delivers, offers for sale, barter, auctions, gives away, or otherwise transfers companion animals in the City of Lino Lakes. This definition does not apply to animal control authorities, animal shelters, animal rescue organizations, or kennels otherwise licensed under this section.

Pet Store Operator. A person or business entity who owns or operates a pet store.

SECTION XX PROHIBITION ON SALES, PET STORES

1. No pet store shall sell, deliver, offer for sale, barter, auction, give away, or otherwise transfer or dispose of cats or dogs.
2. Nothing in this section shall prohibit pet stores from collaborating with animal shelters, animal rescue organizations, and animal control authorities to offer space for such entities to showcase adoptable dogs and cats inside pet stores. Such animals shall not be younger than 8 weeks old. Dogs that are showcased for adoption shall not be kept overnight at a pet store. Cats that are showcased for adoption shall not be kept overnight at a pet store without provisions for care.

SECTION XX CERTIFICATE OF SOURCE, PET STORES

1. A pet store shall post and maintain a Certificate of Sources for all dogs and cats in a conspicuous place on or within five feet of each kennel, cage or enclosure.
2. A Certificate of Source shall be provided to the adopter of any dog or cat.
3. Certificate of Source records for each dog or cat shall be maintained by a pet store for at least 12 months from the date the dog or cat left the pet store.
4. Pet stores shall make Certificate of Source immediately available for review upon the request of a police officer, Community Service Officer (CSO), animal control authority, or humane agent pursuant to Minnesota Statutes Section 343.06 acting on behalf of the City.

SECTION XX INSPECTION, PET STORE

1. During business hours open to the public a City employee is authorized to inspect the pet store for the purpose of ensuring compliance with this section.

SECTION XX VIOLATIONS, PET STORE

It shall be deemed a violation of this section for any person to:

1. Falsify a Certificate of Source.
2. Resist, impede or hinder a City employee in the performance of his or her duties in inspecting any pet store.
3. Violate any provisions of this section.

ADOPTED by the Lino Lakes City Council this 14th day of July, 2025.

CITY OF LINO LAKES

BY: _____
Rob Rafferty, Mayor

ATTEST

Roberta Colotti, CMC,
City Clerk

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

STAFF ORIGINATOR: Roberta Colotti, City Clerk

MEETING DATE June 23, 2025

AGENDA ITEM: Consider Amendment to Rules of Decorum

VOTE REQUIRED: Simple Majority

INTRODUCTION

The City Council is being asked to review the Rules of Decorum for possible amendment.

BACKGROUND

The Rules of Decorum are a document used to guide the City Council, staff and members of the public in presenting matters before the City Council. It is requested that the Council review the rules related to the presentation of messaging on signs and apparel in relation to the public comment provisions. Public meeting accessibility. The process for accepting, reviewing and recording of written comments. Finally, review the rules for presenting written materials (i.e. handouts) provided by speakers during the public comment period.

RECOMMENDATION

Motion to adopt the City Council Rules of Decorum revisions.

ATTACHMENTS

1. Rules of Decorum - Draft 06-23-25

**CITY OF LINO LAKES
CITY COUNCIL
RULES OF DECORUM**

Last Updated January 13, 2025

Revised: June 23, 2025

Members of Council. While the meeting is in session, the members must preserve order and decorum. A member of the Council or member of the public shall neither, by conversation, holding up a sign or otherwise, delay or interrupt proceedings or the peace of the meeting nor disturb any member while speaking or refuse to obey the orders of the presiding officer.

Recognition. No person or member shall address the other members without being recognized by the presiding officer.

Staff. Members of the City staff shall observe the same rules of order and decorum as are applicable to the City Council.

Addressing the Council. At the start of each City Council meeting, in accordance with the City of Lino Lakes Charter, the City Council shall accept comments from the public on any matter, whether on the agenda or not. Comments will not be accepted during specific agenda items unless a Public Hearing has been noticed.

Members of the public who wish to address the Council during the public comment period shall sign-in prior to the start of each Council meeting. Sign-in information shall include: full name, address, email address, telephone number, and topic of discussion.

- 1) ~~The City Clerk shall retrieve the sign in sheet at the beginning of the meeting and shall provide the sign in sheet to the~~ The presiding officer who will recognize each member of the public that signed in prior to the start of the meeting who is present and wishes to speak during the public comment period.
- 2) When recognized by the presiding officer, each member of the public addressing the Council shall step up to a microphone provided for the use of the public after being recognized by the presiding officer and give his/her name and address in an audible tone of voice for the records, state the subject to be discussed and state who the speaker is representing if representing an organization or other persons.
- 3) Unless further time is granted by a majority vote of the Council, remarks from the public shall be limited to three (3) minutes. All remarks shall be addressed to the Council as a whole and not to any member thereof.
- 4) No person other than members of the Council and the person having the floor shall be permitted to enter into any discussion, either directly or through a member of the Council, without permission of the presiding officer.
- 5) No question may be asked of a Councilmember or a member of the staff without the permission of the presiding officer.
- 6) Speakers shall offer comments that are courteous and respectful. Comments that are abusive, harassing, that constitute an attack on others, including City staff, or that violate

privacy rights, will not be permitted. Violation of these public comment rules will result in the speaker being ruled out of order and the termination of the comment.

- 7) In order to expedite matters and to avoid repetitive presentations, whenever any group of persons wishes to address the Council on the same subject, it shall be proper for the presiding officer to request that a spokesperson be chosen by the group to address the Council and, in case additional matters are to be presented by any other member of said group, to limit the number of such persons addressing the Council.
- 8) Violation of these public comment rules will result in the speaker being ruled out of order and the termination of the comment.

Written Comments. Members of the public may submit materials for the public record. Materials are to be submitted to the City Clerk. If the person submitting the written comments is not able to appear in person at the meeting to present their statement during public comment, the comments will be received by the City Clerk and distributed to the City Council. If received three business days in advance of the meeting the comments will be submitted in advance of the meeting. If received after that time copies will be made available to the Council as soon as practical thereafter. The written comments will not be read into the minutes, however, it will be noted that the comments were received, and the topic of the comments will be noted in the minutes. The comments will be kept as a public record in accordance with the City's data practices policies.

Written Materials. If there are written materials or reports the public would like to present at the meeting they should provide copies three business days in advance to the City Clerk. If presenting written materials at the meeting copies may be handed to the City Clerk for distribution. No materials will be allowed to be presented on-camera without submitting the materials three business days prior to the meeting to the City Clerk and unless approved by the City Administrator. No offensive materials will be permitted to be displayed on-camera.

After Motion. After a motion has been made or a public hearing has been closed, no member of the public shall address the Council from the audience on the matter under consideration.

Conduct. Any member of the Council, staff, or person indulging in personalities or making impertinent, slanderous or profane remarks or who willfully utters loud, threatening or abusive language, or engages in any disorderly conduct which would impede, disrupt or disturb the orderly conduct of any meeting, hearing or other proceeding, shall be called to order by the presiding officer and, if such conduct continues, may at the discretion of the presiding officer, be ordered barred from further audience before the Council during that meeting.

Members of the Audience. No person in the audience shall engage in disorderly or disruptive conduct such as audible commentary during a meeting, hand clapping, stamping of feet, whistling, using profane language, yelling and similar demonstrations, which conduct disturbs the peace and good order of the meeting. Signs are not permitted to be displayed within the Council Chambers or any other Council meeting room during the time of a Council meeting, members of the public wishing to speak to a matter are asked to speak during the public comment period. Apparel and buttons with messaging related to matters of City Council action and discussion at that meeting are not permitted. Again, those members of the public wishing to speak to a matter of interest are asked to speak during the public comment period. Signs and apparel with political

messages are permitted on the municipal campus grounds and within City Hall, outside of the meeting room being used for the Council meeting. Further restrictions during the time of elections as set forth by state or federal laws, supersede any rules of decorum permissions and must be observed.

Accessibility. It is important that all members of the public attending Council meetings are able to receive and understand the information being presented and to participate fully in the meeting, in accordance with the rules of decorum. If a sign language interpreter, large print materials, audio assistance devices or other equipment, materials, or assistive devices are required under the Americans with Disabilities Act (ADA), requestors are required to contact the City Clerk five business days in advance to provide time to prepare and secure the necessary resources. If the request is received with less than five business days' notice, resources will be secured as available but may be limited based on time constraints.

City Council Work Sessions. The City Council Work Sessions are used by the Council and staff to discuss upcoming issues and matters requiring action by the Council and action items will be moved forward to future City Council Regular Meeting Agendas for consideration. Work sessions are for discussion by the Council and staff and, at times, for presentations by various community groups, applicants, or principal participants related to specific agenda items as determined by the majority of the Council. There is no public comment at work sessions.

ENFORCEMENT OF DECORUM

Warning. All persons shall, at the request of the presiding officer, be silent, put down their sign, remove any buttons or cover any messaging on apparel. If, after receiving a warning from the presiding officer, a person persists in disturbing the meeting, said officer may order this person removed from the meeting. If this person does not leave willingly, the presiding officer may call a recess and order that the person be removed by the Sergeant-at-Arms.

Sergeant-at-Arms. The Lino Lakes ~~Director of Public Safety~~ Chief of Police, or such member or members of the Police Department, shall be Sergeant-at-Arms of the Council meetings or as asked to be present at board or committee meetings. The Chief or other Police Department representative shall carry out all lawful orders and instructions given by the presiding officer for the purpose of maintaining order and decorum at the Council meeting. Upon instruction of the presiding officer, it shall be the duty of the Sergeant-at-Arms to remove from the meeting any person who intentionally disturbs the proceedings of the Council.

Resisting Removal. Any person who resists removal by the Sergeant-at-Arms may be charged with Disorderly Conduct.

Motions to Enforce. Any Council member may move to require the presiding officer to enforce these rules and the affirmative vote of a majority of the Council shall require the presiding officer to do so.

Adjournment. In the event that any meeting is willfully disturbed by a group or group of persons so as to render the orderly conduct of such meeting unfeasible and when order cannot be restored by the removal of individuals who are creating the disturbance, the meeting may be

adjourned with the remaining business considered at the next regular meeting.

Special Meetings. If the matter being addressed prior to adjournment is of such a nature as to demand immediate attention, the presiding officer may adjourn the meeting to another date.

Use of Cameras and Recording Devices Limited. Cameras, cell phone cameras, electronic sound recording devices and any other mechanical, electrical or electronic recording devices may be used in the Council Chamber, but only in such a manner as will cause a minimum of interference with or disturbance of the proceedings of the Council and at the discretion of the presiding officer.

DRAFT

**CITY COUNCIL
STAFF REPORT
AGENDA ITEM 4.A.**

STAFF ORIGINATOR: Curt Boehme , Chief of Police

MEETING DATE June 23, 2025

AGENDA ITEM: Consider Appointment of Police Officer

VOTE REQUIRED: Simple Majority

INTRODUCTION

The City Council is being asked to approve the appointment of Colton Timmons to the Police Officer position within the Police Department.

BACKGROUND

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

Timmons is a Lino Lakes Police Cadet in the ICPOET program and will be graduating from the program on July 8, 2025.

The starting wage for Timmons will be \$42.22 per hour, which is Step 1 in a 7-step wage scale for the Police Officer position.

With the Council's approval, Timmons will start in the Police Officer position once he receives his POST licensure.

There are currently two vacant Police Officer positions within the Police Department. The 2025 Approved Budget is funded for 28 sworn positions. The hiring of Timmons as an officer will bring the police department to 25 sworn staff. Approval of this request will not result in an increase to personnel cost for the police department.

RECOMMENDATION

Please approve the appointment of Colton Timmons to the Police Officer position.

ATTACHMENTS

None

**CITY COUNCIL
STAFF REPORT
AGENDA ITEM 5.A.**

STAFF ORIGINATOR: Dan L'Allier, Fire Chief

MEETING DATE June 23, 2025

AGENDA ITEM: Consider Appointment of Paid On-Call Firefighter

VOTE REQUIRED: Simple Majority

INTRODUCTION

The City Council is being asked to approve the appointment of Ky Page to the Paid On-Call Firefighter position within the Fire Department.

BACKGROUND

Staff has completed the recruitment process, provided a conditional offer and is recommending the approval of Page for the Paid On-Call position.

Page will be stationed at Fire Station 2. Currently the city has 11 firefighters at Fire Station 1 and 14 firefighters at Fire Station 2. Fully staffed would be twenty firefighters at each station.

The starting wage for Page will be \$22.44 per hour, which is Step 1 of a 5 step wage scale for the Paid On-Call Firefighting position.

With the Council's approval, Page would start in the position on June 30, 2025.

RECOMMENDATION

Please approve the appointment of Ky Page to the Paid On-Call Firefighter position.

ATTACHMENTS

None

**CITY COUNCIL
STAFF REPORT
AGENDA ITEM 5.B.**

STAFF ORIGINATOR: Dan L'Allier, Fire Chief

MEETING DATE June 23, 2025

AGENDA ITEM: Consider Appointment of Paid On-Call Firefighter

VOTE REQUIRED: Simple Majority

INTRODUCTION

The City Council is being asked to approve the appointment of Cody Kanowitz to the Paid On-Call Firefighter position within the Fire Department.

BACKGROUND

Staff has completed the recruitment process, provided a conditional offer and is recommending the approval of Kanowitz for the Paid On-Call position.

Kanowitz will be stationed at Fire Station 1. Currently the city has 11 firefighters at Fire Station 1 and 14 firefighters at Fire Station 2. Fully staffed would be twenty firefighters at each station.

The starting wage for Kanowitz will be \$22.44 per hour, which is Step 1 of a 5 step wage scale for the Paid On-Call Firefighting position.

With the Council's approval, Kanowitz would start in the position on June 30, 2025.

RECOMMENDATION

Please approve the appointment of Cody Kanowitz to the Paid On-Call Firefighter position.

ATTACHMENTS

None

**CITY COUNCIL
STAFF REPORT
AGENDA ITEM 5.C.**

STAFF ORIGINATOR: Dan L'Allier, Fire Chief

MEETING DATE June 23, 2025

AGENDA ITEM: Consider Appointment of Part-Time Firefighter

VOTE REQUIRED: Simple Majority

INTRODUCTION

The City Council is being asked to approve the appointment of Samuel Gibson Eyestone to the Part-Time Firefighter position within the Fire Department.

BACKGROUND

Staff has provided a conditional offer and is recommending the approval of Eyestone for the part-time position.

Eyestone has completed Firefighter 1 & 2 as well as Hazardous Materials training and certification and has been working as a Paid On-Call Firefighter for the City of Lino Lakes since May 4, 2025. Eyestone also has seven years of previous firefighting experience.

The starting wage for Eyestone will be \$30.08 per hour, which is Step 6 of a 7 step wage scale for the Part-Time Firefighting position.

With the Council's approval, Eyestone would start in the position on June 30, 2025.

The Fire Department currently has 14 Part-Time Firefighters on staff.

RECOMMENDATION

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

ATTACHMENTS

None

**CITY COUNCIL
STAFF REPORT
AGENDA ITEM 5.D.**

STAFF ORIGINATOR: Dan L'Allier, Fire Chief

MEETING DATE June 23, 2025

AGENDA ITEM: Consider Approval to Offer Healthcare Benefits to Firefighters

VOTE REQUIRED: Simple Majority

INTRODUCTION

The City Council is being asked to authorize offering healthcare benefits to firefighters working over 30 hours per week.

BACKGROUND

During the June 4, 2025 Special Work Session, staff presented the City Council with information regarding requirements set forth in the Affordable Care Act (ACA) that requires employers to offer healthcare benefits to employees regularly working over 30 hours per week. Meeting the ACA requirements allows the City to use the Fair Labor Standards Act (FLSA) firefighter exemption. The FLSA exemption allows firefighters to work 53 hours a week during a 28-day work cycle.

RECOMMENDATION

Staff recommend approval to offer healthcare benefits to firefighters working over 30 hours per week.

ATTACHMENTS

None

**CITY COUNCIL
REGULAR MEETING STAFF REPORT
AGENDA ITEM 7A**

STAFF ORIGINATOR: Diane Hankee PE, City Engineer

MEETING DATE: June 23, 2025

TOPIC: Phelps Road Stockpile

- i. Consider Resolution No. 25-89 Approving Interim Use Permit
- ii. Consider Resolution No. 25-90 Approving Site Improvement Performance Agreement

VOTE REQUIRED: Simple Majority

INTRODUCTION

City Council is considering the Interim Use Permit for stockpiling material to prepare future industrial sites on property located off Phelps Road (PID #24-31-22-42-0004).

BACKGROUND

Mark Smith resubmitted a Land Use Application for an interim use permit for earth moving and stockpiling on a property located on Phelps Road (PID #24-31-22-42-0004). The City's Planning and Zoning Board and City Council approved this project back in 2022/2023. The applicant did not move forward with the project at that time and is now seeking approval again. There are no proposed changes to the project.

The applicant is requesting approval of an interim use permit to place approximately 71,000 cubic yards (CY) of suitable fill material on the site for use during future industrial development. The stockpiles are proposed to be up to 15 feet higher than the existing grade of the site. Three separate stockpiles are proposed.

The following staff report is based on the plan set prepared by Stantec dated December 15, 2022, and received by the City on December 15, 2022.

ANALYSIS

Section 1007.051 of the Zoning Ordinance effective January 5, 2023, establishes requirements for earth moving and land reclamation. Earth removal, land reclamation, material storage, or filling are permitted uses in all zoning districts. An interim use permit is required when 5,000 cubic yards or more of material is planned to be removed or deposited on any lot or parcel.

The existing parcel is approximately 14.39 acres and is located on the west end of Phelps Road at the intersection with the Otter Lake Service Road. The site is adjacent to I-35E. The northwest stockpile is proposed to have 4:1 side slopes, have a height of 15-ft, have a footprint of approximately 1.96 acres, and be approximately 30,000 CY in volume. The northeast stockpile is proposed to have 4:1 side slopes, have a height of 14-ft, have a footprint of approximately 1.11 acres, and be approximately 14,000 CY in volume. The southern stockpile is proposed to have 4:1 side slopes, have a height of 14-ft, have a footprint of approximately 1.74 acres, and be approximately 27,000 CY in volume.

Access

The site is located at the intersection of Phelps Road and the Otter Lake Service Road. The applicant is currently proposing access to the site off of these roads.

Wetlands

Wetlands existing on the site and no going to be impacted by the placement of fill material. An exhibit showing regulated wetlands and tributaries onsite was prepared by Kjolhaug Environmental Services Company, Inc. However, the exhibit contains a note that says that the wetland boundaries are approximate and do not constitute an official survey product.

Drainage Ditches

Judicial Ditch No. 3 (Clearwater Creek) is located along the south portion of the site. The applicant is not proposing any significant changes to the existing drainage patterns to the drainage ditches.

Clearwater Creek is within the Natural Resource Conservation Area on the south side of the site. The applicant is not proposing any work in the Natural Resource Conservation Area.

Floodplain

FEMA records indicate Zone A floodplain on the site. The applicant is not proposing any impacts to the floodplain on the site.

Grading and Drainage

Grading and erosion control plans were submitted and have been reviewed by the City Engineer and Environmental Coordinator. Please see attached comments.

Comprehensive Plan and Zoning

The parcel is guided for industrial development and is currently zoned LI, Light Industrial. Section 1007.051, Earth Moving and Land Reclamation states earth removal shall be permitted in all zoning districts and establishes conditions that must be met.

Tree Preservation Plan

A tree preservation plan is not required. There are no significant trees within the project area.

Surrounding Parcels

Direction	Zoning	Existing Land Use	Future Land Use
North	GB	Vacant Commercial	Commercial
South	LI	Commercial	Industrial
East	GI	Industrial	Industrial
West	Otter Lake Service Road & I-35E	Otter Lake Service Road & I-35E	Otter Lake Service Road & I-35E

Environmental Review

The Environmental Coordinator has reviewed the proposal and recommendations are attached.

Site Performance Agreement

Site Performance Agreement shall be required. A grading permit and securities shall be deposited by the applicant.

Planning and Zoning Board

The Planning & Zoning Board held a public hearing on June 11, 2025. No public comments were made at the public hearing. The Board recommended approval with a 5-0 vote with conditions as detailed in Resolution No. 25-89.

Findings of Fact

Resolution No. 25-89 details the Interim Use Permit Findings of Fact.

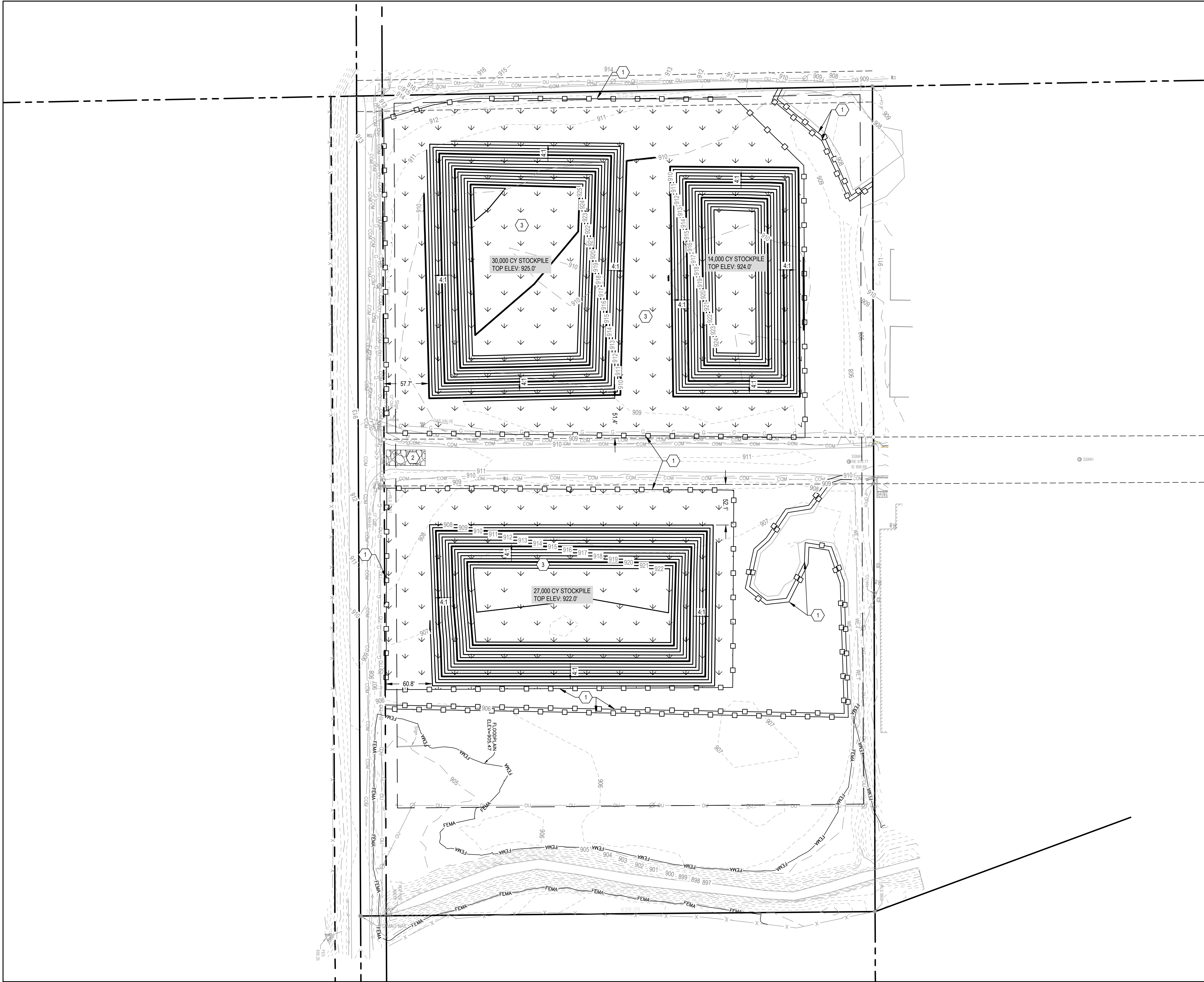
RECOMMENDATION

Staff and Planning & Zoning Board recommend approval of the Interim Use Permit for the proposed earth moving operation on Phelps Road.

ATTACHMENTS

1. Stockpile Construction Plan
2. City Engineer Memo dated January 4, 2023

3. Environmental Coordinator Memo dated January 4, 2023
4. Resolution No. 25-89
5. Site Improvement Performance Agreement
6. Resolution No. 25-90



LEGEND

- PROPERTY BOUNDARY
- LOT LINE
- EASEMENT LINE
- SETBACK LINE
- RIGHT OF WAY LINE
- SECTION LINE
- QUARTER LINE
- EXISTING EASEMENT LINE
- EXISTING PROPERTY LINE
- EXISTING MINOR CONTOUR
- EXISTING MAJOR CONTOUR
- PROPOSED MINOR CONTOUR
- PROPOSED MAJOR CONTOUR
- ROCK CONSTRUCTION EXIT
- TEMPORARY STABILIZATION
- SILT FENCE

NOTES

- SEE SHEET C-002 FOR ADDITIONAL PROJECT NOTES.
- CONSTRUCTION SITE SHALL HAVE STABILIZED EXIT AT ALL TIMES THROUGHOUT THE DURATION OF THE PROJECT. CONTRACTOR IS ULTIMATELY RESPONSIBLE TO PROTECT DOWNSTREAM WATERS FROM CONSTRUCTION RUNOFF.
- CONSTRUCTION LIMITS AND SILT FENCE SHOWN OFFSET FROM PROPERTY LINE FOR CLARITY, WHERE APPLICABLE.
- UNTRENCHED SILT FENCE OR ORANGE SNOW FENCE MAY BE USED FOR TREE PROTECTION.
- CLEAR AND GRUB AS NEEDED WITHIN LIMITS OF DISTURBANCE

KEYNOTES

- SILT FENCE - SEE DETAIL 1/C-801
- ROCK CONSTRUCTION ENTRANCE - SEE DETAIL 2/C-801
- TEMPORARY STABILIZATION

Stantec
7500 OLSON MEMORIAL HWY
SUITE 300
GOLDEN VALLEY, MN 55427
PHONE: 763-252-6800
FAX: 952-831-1268
WWW.STANTEC.COM

OWNER:

LINO LAKES INDUSTRIAL
CITY OF LINO LAKES
ANOKA COUNTY, MINNESOTA

PROJECT TITLE:

ISSUE NO.:
1

DESCRIPTION:
PERMIT SUBMITTAL

DATE:
12/15/2022

CERTIFICATION:
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.

JACK R. AMMERMAN

LICENSE NO.: 59296

DATE: 12/15/2022

PROJECT NO.: 227704820

DWN BY: HKK
CHKD BY: JRA
APPD BY: JRA

ISSUE DATE: 12/15/2022

ISSUE NO.: 1

SHEET TITLE:
GRADING AND
POST-CONSTRUCTION
STABILIZATION PLAN

SHEET NO.:

C-201

Memorandum

To: Katie Larsen, Lino Lakes City Planner

From: Kelsey Gelhar PE, WSB
Diane Hankee PE, Lino Lakes City Engineer

Date: January 4, 2023

Re: Phelps Road Stockpile IUP
Plan Review
WSB Project Number – 021977-000

WSB has reviewed the final plans for the Phelps Road Stockpile project in Lino Lakes, MN, prepared by Stantec, received on December 15, 2022. These comments are based on the following documents:

- Stockpile Construction Plan prepared by Stantec, dated December 15, 2022, received December 15, 2022.
- ALTA/NPS Land Title Survey prepared by Landform, dated December 17, 2021, received December 15, 2022.
- Regulated Wetlands and Tributaries exhibit prepared by Kjolhaug Environmental Services Company, received December 15, 2022.

Applicant to respond to these comments in writing on this word document. Any changes to the plans that are not associated with these comments shall be identified by either a summary in the response or in the plans with a revision cloud or note.

Engineering

- **General**

The Phelps Road Stockpile project proposes to stockpile soil on the parcel located at the west end of Phelps Road. The applicant stated that the intent is to bring in sufficient fill to prepare for future industrial development on the site. The site will be accessed from Phelps Road and is adjacent to I-35E. The parcel being utilized for the three proposed stockpiles is approximately 14.39 acres.

The proposed stockpiles will be approximately 4.81 acres in total area, will not exceed a height of 15 feet, and be a total of approximately 71,000 cubic yards of fill soil based on the plans.

Comments:

1. A geotechnical report and a traffic study will be required for any future development of buildings, utilities, etc.

- **Grading, Erosion Control & Stormwater Management**

The Phelps Road Stockpile project will require site grading for the proposed fill soil stockpiles. The northwest stockpile is proposed to have 4:1 side slopes, have a height of 15-ft, have a footprint of approximately 1.96 acres, and be approximately 30,000 CY in volume. The northeast stockpile is proposed to have 4:1 side slopes, have a height of 14-ft, a footprint of approximately 1.11 acres, and be approximately 14,000 CY in volume. The southern stockpile is proposed to have 4:1 side slopes, have a height of 14-ft, a footprint of approximately 1.74 acres, and be approximately 27,000 CY in volume. The proposed project is within the Rice Creek Watershed District (RCWD). The applicant is proposing to use silt fence to surround the stock pile areas and to protect wetlands and floodplain on the site. No significant changes to existing drainage patterns are proposed.

Comments:

1. Applicant to update plans to address any comments provided by the City's Environmental Coordinator regarding erosion control.
2. Applicant to verify if existing topsoil onsite is being removed prior to stockpiling.
3. No work is allowed until a Rice Creek Watershed District permit has been obtained.

- **Water Supply**

There is currently an existing 8-inch diameter ductile iron pipe (DIP) water main along Phelps Road that terminates at the east edge of the site. The applicant is not proposing any connections to the municipal water system with this plan.

Staff does not have any comments at this time.

- **Sanitary Sewer**

There is currently an existing polyvinyl chloride (PVC) sewer main along Phelps Road that terminates at the east edge of the site. The applicant is not proposing any connections to the municipal sanitary sewer system with this plan.

Comments:

1. Applicant to provide sanitation facilities on site for employees while stockpile operations are underway.

- **Transportation**

The site is located at the intersection Phelps Road and the Otter Lake Service Road. Phelps Road and the Otter Lake Service Road are local streets. Phelps Road is within a Public Street and Utility Easement that is 60-ft in width. The Otter Lake Service Road is within the MN DOT right-of-way in a road easement.

Phelps Road was constructed to city standards from Otter Lake Road to the eastern property line of the site. Phelps Road is a 9-ton design, but during spring road restrictions, a 5-ton limit applies. The design of the Otter Lake Service Road is unknown and should be restricted to 5-ton weight due to current conditions of the road.

Comments:

1. Applicant to submit a hauling plan with truck weights and associated volume of material and the number of trips for the pile construction. This plan should meet the road restrictions.

- **Wetlands and Mitigation Plan**

There are two existing wetlands on the site according to the Regulated Wetlands and Tributaries exhibit prepared by Kjolhaug Environmental Services Company. The applicant is not proposing any wetland impacts with this project.

Clearwater Creek is within the Natural Resource Conservation Area on the south side of the site. The applicant is not proposing any work in the Natural Resource Conservation Area.

Staff does not have any comments at this time.

- **Landscaping**

The applicant did not propose any landscaping at this time. If submitted, landscaping will be reviewed in depth by the City's Environmental Coordinator.

- **Floodplain**

There is a FEMA Zone A floodplain on the southern portion of the site near Clearwater Creek. The applicant is not proposing any impacts to the floodplain on the site.

Staff does not have any comments at this time.

- **Drainage and Utility Easements**

The proposed work is located within the western most parcel on Phelps Road (PID 24-31-22-42-0004). Phelps Road is within a Public Street and Utility Easement that is 60-ft in width. The Otter Lake Service Road is within a road easement in the Minnesota Department of Transportation right-of-way. There are drainage and utility easements and access easements along the northern property line.

The applicant is not proposing any changes to the plat at this time.

- **Site Performance Agreement**

A Site Performance Agreement will be required.

- **Grading Agreement**

A Grading Agreement is not applicable at this time.

- **Stormwater Maintenance Agreement**

A Stormwater Maintenance Declaration is not applicable at this time.

- **Permits Required**

1. NPDES General Construction Permit
2. City of Lino Lakes Zoning Permit for Grading
3. Rice Creek Watershed District

If you or the applicant has any questions regarding these comments, please contact Kelsey Gelhar at (612) 709-4897 or kgelhar@wsbeng.com. You may also contact Diane Hanke at (651) 982-2430 or dhanke@linolakes.us.



Environmental Memo

To: Kelsey Gelhar

From: Andy Nelson

Date: 1/03/23

Re: Environmental Comments/January 4th, 2023/Phelps Road Stockpile

1. A seed mix for final stabilization must be specified and shown on sheet C-201, Grading and Post-Construction Stabilization Plan.
2. The construction entrance proposed for Phelps road must be replaced with a construction entrance for each site, one north and one south of Phelps Road.

**CITY OF LINO LAKES
RESOLUTION NO. 25-89**

**RESOLUTION APPROVING INTERIM USE PERMIT FOR EARTH MOVING AND
STOCKPIILING AT THE PHELPS ROAD STOCKPILE (PIDS #24-31-22-42-0004)**

WHEREAS, the City received a land use application for an interim use permit for earth moving and stockpiling on property on Phelps Road and hereafter referred to as “Development”; and

WHEREAS, the properties is zoned LI, Light Industrial, and allow for earth removal, land reclamation, material storage or filling with an interim use permit; and

WHEREAS, the legal descriptions of the subject properties are as follows:

The West 1/2 of the Northwest 1/4 of the Southeast 1/4 of Section 24, Township 31, Range 22, Anoka County, Minnesota EXCEPT the following described tract:

Beginning at the Southwest corner of the Northwest 1/4 of the Southeast 1/4 of said Section 24; thence East along the South line thereof a distance of 660.97 feet, more or less, to the East line of the West 1/2 of said quarter-quarter; thence North along said East line a distance of 265.87 feet; thence West a distance of 661.32 feet, more or less, to a point in the West line of said quarter-quarter; thence South along said West line a distance of 263.38 feet to the point of beginning, according to the U.S. Government Survey thereof.

WHEREAS, City staff has completed a review of the land use application based on the plan set prepared by Stantec, dated December 15, 2022, and received by the City on December 15, 2022.

WHEREAS, a public hearing was held before the Planning & Zoning Board on June 11, 2025, and the Board recommended approval of the interim use permit.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Lino Lakes hereby makes the following findings:

FINDINGS OF FACT

1. The proposed development application has been found to be consistent with the policies and recommendations of the Lino Lakes Comprehensive Plan including:
 - a. Land Use Plan.

- b. Transportation Plan.
- c. Utility (Sewer and Water) Plans.
- d. Local Water Management Plan.
- e. Capital Improvement Plan.
- f. Policy Plan.
- g. Natural Environment Plan.

The proposed earth moving and stockpiling is consistent with the Comprehensive Plan. The grading plan and earth moving operation have been reviewed by City staff and was submitted to the Rice Creek Watershed District (RCWD) for review. The excavation and filling will not have a negative impact on land use, transportation, utilities or the environment.

- 2. The proposed development application is compatible with present and future land uses of the area.

The proposed earth moving and stockpiling is compatible with present and future land uses of the area. Present land use is vacant industrial and future land use is industrial. Earth moving is allowed in all zoning districts with conditions.

- 3. The proposed development application conforms to performance standards herein and other applicable City Codes.

The proposed earth moving and stockpiling conforms to the performance standards of the City Code with conditions as established. The plans have been reviewed by City staff and were submitted to the RCWD for review.

- 4. Traffic generated by a proposed development application is within the capabilities of the City when:

- a. 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.
- b. 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.
- c. 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.

- d. 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.
- e. 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.
- f. 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.
- g. The LOS requirements in paragraphs a. to d. above do not apply to the I-35W/Lake Drive or I-35E/Main St. interchanges. At City discretion, interchange impacts must be evaluated in conjunction with Anoka County and the Minnesota Dept. of Transportation, and a plan must be prepared to determine improvements needed to resolve deficiencies. This plan must determine traffic generated by the 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.
- h. The City does not relinquish any rights of local determination.

A traffic study was not completed due to the fact that the work only includes earth moving and stockpiling for future site needs. Traffic generated by the earth moving and stockpiling operations will not permanently change the traffic on Phelps Road or the Otter Lake Service Road nor will it permanently impact the intersections with Otter Lake Road at this time. A traffic study will be required when the site is developed.

Phelps Road is a city street and was constructed to city standards from Otter Lake Road to the eastern property line of the site. Phelps Road is a 9-ton design, but during spring road restrictions, a 5-ton limit applies. The design of the Otter Lake Service Road is unknown and should be restricted to 5-ton weight due to current conditions of the road. Truck traffic will be limited to these weight restrictions. The hauling, dumping and grading of excavated materials shall occur within the project boundaries as shown on the plans.

It is anticipated that the Otter Lake Service Road will need to be upgraded with future development.

5. The proposed development shall be served with adequate and safe water supply.

The proposed earth moving and stockpiling does not require a water service as proposed. Municipal water main is located along Phelps Road and can be extended to the property should the applicant wish to connect in the future.

6. The proposed development shall be served with an adequate and safe sanitary sewer system.

The proposed earth moving and stockpiling does not require service by sanitary sewer. Municipal sanitary sewer is located along Phelps Road and can be extended to the property should the applicant wish to connect in the future.

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

The proposed earth moving/ black dirt stockpile will not expend City funds.

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

The proposed earth moving and stockpiling operation does not involve any activity handling or storing flammable or explosive materials.

9. The proposed development will not result in the destruction, loss, or damage of a natural, scenic or historic feature of major importance.

The proposed earth moving and stockpiling operation should not result in the destruction, loss or damage of natural, scenic or historic features as no known natural, scenic or historic features exist in the area. The existing wetlands and floodplain will not be affected by the activities as currently proposed.

BE IT FURTHER RESOLVED by The City Council of Lino Lakes in addition to the administrative requirements of an interim use permit, the following standards of Section 1007.050, are being met, as outlined in the staff report dated June 11, 2025, prepared for review for the Planning and Zoning Board of Lino Lakes:

BE IT FURTHER RESOLVED by The City Council of the City of Lino Lakes hereby approves the interim use permit for earth moving and stockpiling located on Phelps Road (PID #24-31-22-42-0004) subject to the following conditions:

1. Fill stockpiles shall be limited to the areas identified in the plans prepared by Stantec, dated December 15, 2022, and received by the City on December 15, 2022, and any revisions to the plans approved by the City.
2. Comments from the City Engineer letter dated January 4, 2023, shall be addressed.
3. Comments from the City Environmental Coordinator letter dated January 4, 2023, shall be addressed.
4. The vehicles accessing or exiting the site shall not track sediment on Phelps Road or Otter Lake Service Road. Any street tracking that does occur from vehicles entering or leaving the site must be swept within one calendar day of discovery. The sediment removal facilities on site, such as the gravel entrance, must be maintained to prevent tracking.
5. Fill stockpiles shall be at least 50-ft from the road easement and property lines.
6. The total fill stockpiles shall not exceed 210,000 square feet in area.
7. The northwestern stockpile shall have a maximum top elevation of 925, the northeastern stockpile shall have a maximum top elevation of 924, and the southern fill stockpile shall have a maximum top elevation of 922.
8. Maximum side slope of fill stockpiles to be 4:1.
9. Equipment on site shall be limited to what is necessary for earth moving and filling operations, including loading and hauling equipment, and equipment needed for grading. Non-functioning equipment is not allowed to be stored on site.
10. Vehicles entering and leaving the site shall adhere to the road weight restrictions for each roadway.
11. No fill may be placed in the delineated wetlands, the Natural Resource Conservation Area, or the FEMA floodplain on the site.
12. Owner will follow the applicable standards and requirements of the City of Lino Lakes, Rice Creek Watershed District, Army Corp of Engineers, Minnesota Pollution Control Agency, Minnesota Department of Natural Resources and any other agency having jurisdiction over the property and shall secure and file with the City, copies of any permits required by outside agencies. Owner will file with the City within ten (10) days of receipt, copies of any permits and/or notice of enforcement actions by these agencies.
13. Owner will permit a City Inspector to view the premises during normal business hours.
14. The Interim Use Permit shall only be valid for 5 years once approved by City Council. All grading, stockpiling, and final turf establishment must be substantially completed within 18 months. The permit may be extended by the City Council following a written request by the applicant submitted at least three months prior to expiration, and review at a public hearing.

15. A Site Performance Agreement shall be executed and recorded.
16. The City will maintain a \$5,000 escrow provided by the owner that shall be reestablished annually by January 15th. This escrow will be for inspection, erosion control, and other City costs associated with the earth moving and filling. If the above escrow amount is insufficient, the owner 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.

These conditions are to be addressed prior to issuance of a grading permit.

Adopted by the Council of the City of Lino Lakes this 23rd day of June, 2025.

Rob Rafferty, Mayor

ATTEST:

Roberta Colotti, City Clerk

**CITY OF LINO LAKES, MINNESOTA
SITE IMPROVEMENT PERFORMANCE AGREEMENT**

THIS AGREEMENT made this _____ day of _____, 2025, is by and between the **City of Lino Lakes**, a municipal corporation organized under the laws of the State of Minnesota, and Mark Smith (2120 Otter Lake Drive, White Bear Lake, MN 55110) ("Developer").

WHEREAS, the Developer has received approval of an Interim Use Permit by Resolution 25-89 and approval of the Site Development Plans, hereinafter called the "Plans", by the City of Lino Lakes on the 23rd day of June, 2025, and in accordance with the Plans all of which are made a part hereof by reference. In consideration of such approval, the Developer, its successors and assigns, does covenant and agree to perform the work as set forth in the Plans, in the aforesaid approval, and as hereinafter set forth upon the real estate (hereinafter referred to as "Property") described as follows:

The West 1/2 of the Northwest 1/4 of the Southeast 1/4 of Section 24, Township 31, Range 22, Anoka County, Minnesota, EXCEPT the following described tract:

Beginning at the Southwest corner of the Northwest 1/4 of the Southeast 1/4 of said Section 24; thence East along the South line thereof a distance of 660.97 feet, more or less, to the East line of the West 1/2 of said quarter-quarter; thence North along said East line a distance of 265.87 feet; thence West a distance of 661.32 feet, more or less, to a point in the West line of said quarter-quarter; thence South along said West line a distance of 263.38 feet to the point of beginning, according to the U.S. Government Survey thereof.

NOW, THEREFORE, in consideration of the mutual promises of the parties made herein,

IT IS AGREED BY AND BETWEEN THE PARTIES HERETO:

I. DESIGNATION OF IMPROVEMENTS.

- A. Improvements on the project site to be installed at the Developer's expense by the Developer as hereinafter provided are hereinafter referred to as "On-site Work".
- B. Improvements off the project site to be installed at the Developer's expense, if any, by the Developer as hereinafter provided are hereinafter referred to as "Off-Site Work".

II. ON-SITE WORK.

- A. On-Site Work. The On-Site Work shall consist of the improvements described in the approved Plans, to include any approved subsequent amendments, and shall be in compliance with all applicable statutes, codes and ordinances of the City. The On-Site Work includes but is not limited to the erosion control, material hauling, grading and compacting material, and site restoration.

Such improvements shall be completed in accordance with Section IV herein.

- B. Cost Estimates. The Developer shall provide the City with a written estimate of all applicable costs of the On-Site Work, itemized by type; the estimates shall be based upon the actual estimates provided by the contractors who are to do the Work. Said cost estimates shall be reviewed by the City, and the City shall establish the actual amount of the financial guarantee. The description and estimated cost of Developer's On-Site Work are as follows:

	Description of Improvements	Estimated Costs
1.	Lighting	\$ 0.00
2.	Fences / Screen Structures	\$ 0.00
3.	Trash Disposal Structures	\$ 0.00
4.	Curbing / Islands / Delineators	\$ 0.00
5.	Storm Drainage Systems / Sewers / Catch Basins / Culverts / Swales	\$ 0.00
6.	Public Trails and / or Sidewalk	\$ 0.00
7.	Private Trails and / or Sidewalk	\$ 0.00
8.	Driveway / Curb cut / Parking Lot / Fire Lane	\$ 0.00
9.	Water mains / Hydrants / Sanitary Sewers	\$ 0.00
10.	Landscaping	\$ 0.00
11.	Site Grading	\$ 10,000.00
12.	Erosion Control	\$ 9,500.00
	Total Estimated Cost of Developer Improvements	\$ 19,500.00
	Security Requirement (Total * 35%)	\$ 6,825.00

III. DEVELOPER FEES. Not Applicable.

		Acres/ Units	Fee
1.	Sanitary Sewer Trunk Unit Fee (\$1,801/unit; 2.92 units/Acre)		\$0
2.	City Sewer Availability Fee (\$1,686/SAC Unit)		\$0
3.	Water Trunk Unit Fee (\$2,588/unit; 2.92 units/Acre)		\$0
4.	City Water Availability Fee (\$1,628/SAC Unit)		\$0
5.	City Surface Water Management Fee (\$/Acre)		\$0
	Total Estimated (Budget) Developer Fees		\$0

IV. RECORD DRAWINGS.

- A. Upon project completion, Developer shall submit record drawings, in electronic format verifying the location of the stockpiles. The as-built survey must include, but is not limited to, proposed and final contours with adequate elevation shots to show conformance, property irons (to be exposed in field), and the 100-Year High Water Level (HWL) of all ponds, lakes, and wetland areas. 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. No securities will be fully released until all record drawings have been submitted and accepted by the City Engineer.

V. COMPLETION DATE.

If the activities authorized by site plan approval are not initiated within twelve (12) months from the final execution of this agreement, then Developer will need to start the site plan approval process from the beginning. The Developer shall substantially complete all On Site Work as described in Section II A within 18 months of approval of the Interim Use Permit and the Site Performance Agreement.

The Developer may request a reasonable extension of time from the City and will have to apply for renewal of the Interim Use Permit. Renewal must be approved by the City Council. 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.

VI. GUARANTEE.

- A. The Developer will fully and faithfully comply with all terms and conditions of any and all contracts entered into by the Developer. Concurrently 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 On-site Work. An Irrevocable Letter of Credit shall be for the exclusive use and benefit of the City of Lino Lakes and shall state thereon that the same is issued to guarantee and assure performance by the Developer of all the terms and conditions of this Development Contract, construction of all required improvements in accordance with the ordinances and specifications of the City and guarantees the workmanship and materials for the landscape improvements for a period of one year following the City's acceptance of the landscape improvements. 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 contract, if Developer has been found to be in default of this agreement and only after providing Developer with written notice and opportunity to cure any default. The Irrevocable Letter of Credit shall be automatically extended for additional periods of one year from present or future expiration dates unless sixty (60) days prior to such the City Clerk or Administrator is notified in writing by certified mail or overnight mail that the Letter of Credit will not be renewed.
- B. Upon written request, The City will grant a 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. The Developer may make such requests three times throughout the life of this agreement, with the third and/or final request being at the completion of the project. The City will respond to such request within 30 days time. Prior to the final acceptance of the Developer's Improvements the City shall require a Letter of Credit or Cash Escrow to cover the warranty provisions of the agreement. The amount shall be agreed to by the City Engineer and Developer and Developer may use the Letter of Credit discussed in Section VI.A above.

VII. REIMBURSEMENT OF COSTS.

- A. The Developer agrees to establish a non-interest bearing escrow account with the City in an amount established by the City Engineer or his designee for the payment of all City fees and costs incurred by the City related to the On-site Work, including, but not limited to, the following:

1.	Site Plan Review Fee	\$1,500.00
2.	Administration (Legal, Engineering, Planning and Contract Administration)	\$7,500.00
3.	Negative Short Term Escrow Balance	\$0.00
	Total Estimated (Budget) Costs for Escrow Account	\$9,000.00

B. If it appears that the actual costs incurred will exceed the estimate or that the actual costs incurred will be less than the estimate, then Developer and City shall review the costs required to complete the project. In such case, if the actual costs exceed the estimate, then Developer shall promptly pay the additional sums to the City to pay for the agreed upon increase. However, in such case where the actual costs are less than the estimate, the City shall promptly reimburse to Developer any amounts overpaid by the Developer. The Developer may request a statement of the account each month for review.

C. Per the Interim Use Permit approved by Resolution 25-89, the City will maintain a \$5,000 non-interest bearing escrow account provided by the owner that shall be reestablished annually by January 15th. This escrow will be for inspection, erosion control, and other City costs associated with the stockpile.

If the above escrow amount is insufficient, the owner 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.

D. Intentionally Deleted.

VIII. REMEDIES FOR BREACH.

A. The City shall give prior written notice to the Developer of any default hereunder before proceeding to enforce such financial guarantee or before the City undertakes any work for which the City will be reimbursed through the financial guarantee. If within twenty (20) days after receipt of such written notice to it, the Developer has not notified the City by stating in writing the manner in which the default will be cured and the time within which such default will be cured, the City will proceed with the remedy it deems reasonably appropriate.

B. At any time after the completion date and any extensions thereof, if any of the work is deemed incomplete, the City may proceed in any one or

more of the following ways to enforce the undertakings herein set forth, and to collect any and all expenses reasonably incurred by the City in connection therewith, including, but not limited to, engineering, legal, planning and litigation costs and expense. The enumeration of the remedies hereunder shall be in addition to any other remedies available to the City.

1. Specific Performance. The City may in writing direct the surety or the Developer to cause the Work to be undertaken and completed within a specified reasonable time. If the Developer fails to cause the Work to be done and completed in a manner and time reasonably acceptable to the City, the City may proceed to bring an action for specific performance to require work to be undertaken.
2. Completion by the City. The City, after written notice, may enter the premises and proceed to have the Work done either by contract, by day labor or by regular City forces. The Developer may not question the manner of doing such work or the letting of any such contracts for the doing of any such work; provided that all such work is performed in a reasonable manner, the costs are reasonable and the work is completed in a good and workman-like manner and in accordance with the approved plans and specifications. Upon completion of such work, the Developer shall promptly pay the City the full cost thereof as aforesaid.
3. Deposit of Financial Guarantee. In the event the financial guarantee has been submitted in the form of a Letter of Credit, the City may draw on the Letter of Credit the sum equal to the reasonably estimated cost of completing the Work, plus the City's reasonably estimated expenses as defined herein, including any other reasonable costs, expenses, and damages for which the surety may be liable hereunder, but not exceeding the amount set forth on the Letter of Credit. The money shall be deemed to be held by the City for the purpose of reimbursing the City for any reasonable costs incurred in completing the Work as hereinafter specified. Any funds remaining after completion of the project shall be promptly returned to the Developer.

IX. OCCUPATION OF PREMISES. Not Applicable.

X. 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 One Million and no/100 (\$1,000,000.00) 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.

XI. REIMBURSEMENT FOR LITIGATION EXPENSES.

The City and Developer agree that the prevailing party in any litigation pertaining to the enforcement of this Agreement shall be entitled to reimbursement from the non-prevailing party for all reasonable costs incurred by said prevailing party including court costs and reasonable engineering and attorneys' fees.

XII. 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 Site Improvement Performance Agreement.

XIII. 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 Property and shall be deemed covenants running with the land.
- B. 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 (i) mailed by United States mail by certified mail (return receipt requested) or (ii) sent by nationally recognized overnight carrier to the addresses hereinbefore set forth on Page 1. Such notice or demand shall be deemed timely given when delivered personally or when deposited in the mail or the overnight carrier in accordance with the above. The addresses of the parties hereto are as set forth on Page 1 until changed by notices given as above.

- C. Incorporation by Reference. All plans, special provisions, proposals, specifications and contracts for the improvements furnished and let pursuant to this Agreement shall be and hereby are made a part of this Agreement by reference as fully as if set out herein in full.
- E. Hours of Construction Activity. Construction activity shall be limited to the hours set out 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

XIV. VIOLATIONS/BUILDING PERMITS.

In the event that Developer violates any of the covenants and agreements contained in this Site Improvement Performance Agreement and to be performed by the Developer, the City, at its option, and after providing written notice and opportunity to cure to Developer in addition to the rights and remedies as set out hereunder may refuse to issue building permits to any property within the development and/or stop building construction within the development until such time as such default has been corrected to the satisfaction of the City.

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

DEVELOPER

By _____
Mark Smith, Property Owner

STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

On this _____ day of _____, 2025, before me, a Notary Public
within and for said County, personally appeared, _____,
who executed the foregoing instrument.

Notary Public

This instrument was drafted by:

City of Lino Lakes
600 Town Center Parkway
Lino Lakes, Minnesota 55014

**CITY OF LINO LAKES
RESOLUTION NO. 25-90**

**RESOLUTION APPROVING SITE IMPROVEMENT PERFORMANCE
AGREEMENT PHELPS ROAD STOCKPILE (PID #24-31-22-42-0004)**

WHEREAS, the City has completed review of the site plans for Phelps Road Stockpile (PID #24-31-22-42-0004); and

WHEREAS, the legal descriptions of the subject properties are as follows:

The West 1/2 of the Northwest 1/4 of the Southeast 1/4 of Section 24, Township 31, Range 22, Anoka County, Minnesota, EXCEPT the following described tract:

Beginning at the Southwest corner of the Northwest 1/4 of the Southeast 1/4 of said Section 24; thence East along the South line thereof a distance of 660.97 feet, more or less, to the East line of the West 1/2 of said quarter-quarter; thence North along said East line a distance of 265.87 feet; thence West a distance of 661.32 feet, more or less, to a point in the West line of said quarter-quarter; thence South along said West line a distance of 263.38 feet to the point of beginning, according to the U.S. Government Survey thereof.

WHEREAS, Section 1007.020(6) of the Lino Lakes Zoning Ordinance requires the execution of a site performance agreement.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Lino Lakes that the Site Improvement Performance Agreement between the City of Lino Lakes and Mark Smith is hereby approved and the Mayor and City Clerk are authorized to execute such agreements on behalf of the City.

Adopted by the Council of the City of Lino Lakes this 23rd day of June, 2025.

Rob Rafferty, Mayor

ATTEST:

Roberta Colotti, City Clerk

**CITY COUNCIL
REGULAR MEETING STAFF REPORT
AGENDA ITEM 7B**

STAFF ORIGINATOR: Diane Hankee, City Engineer

MEETING DATE: June 23, 2025

TOPIC: Vacating Drainage and Utility Easement on Outlot A, Alino Addition, Diane Hankee

- i. Consider 2nd Reading of Ordinance No. 11-25
- ii. Consider Resolution No. 25-88, Approving Summary Publication of Ordinance No. 11-25

VOTE REQUIRED: Super Majority

INTRODUCTION

City Council is consideration the 2nd 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 City held a public hearing on June 9, 2025 for the drainage and utility easement vacate where there were no comments received.

RECOMMENDATION

Staff is recommending approval of the 2nd Reading of Ordinance No. 11-25 Vacating drainage and utility easement on Outlot A, Alino Addition and Resolution 25-88 Approving Summary Publication of Ordinance 11-25.

ATTACHMENTS

1. Ordinance No. 11-25
2. Drainage and Utility Easement Vacation Description Sketch
3. Resolution 25-88

1 st Reading: June 9, 2025	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

VACATION EXHIBIT
for
Capital Real Estate, Inc.
OUTLOT A, ALINO ADDITION
City of Lino Lakes, Anoka County, Minnesota

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. 2084186.005. 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

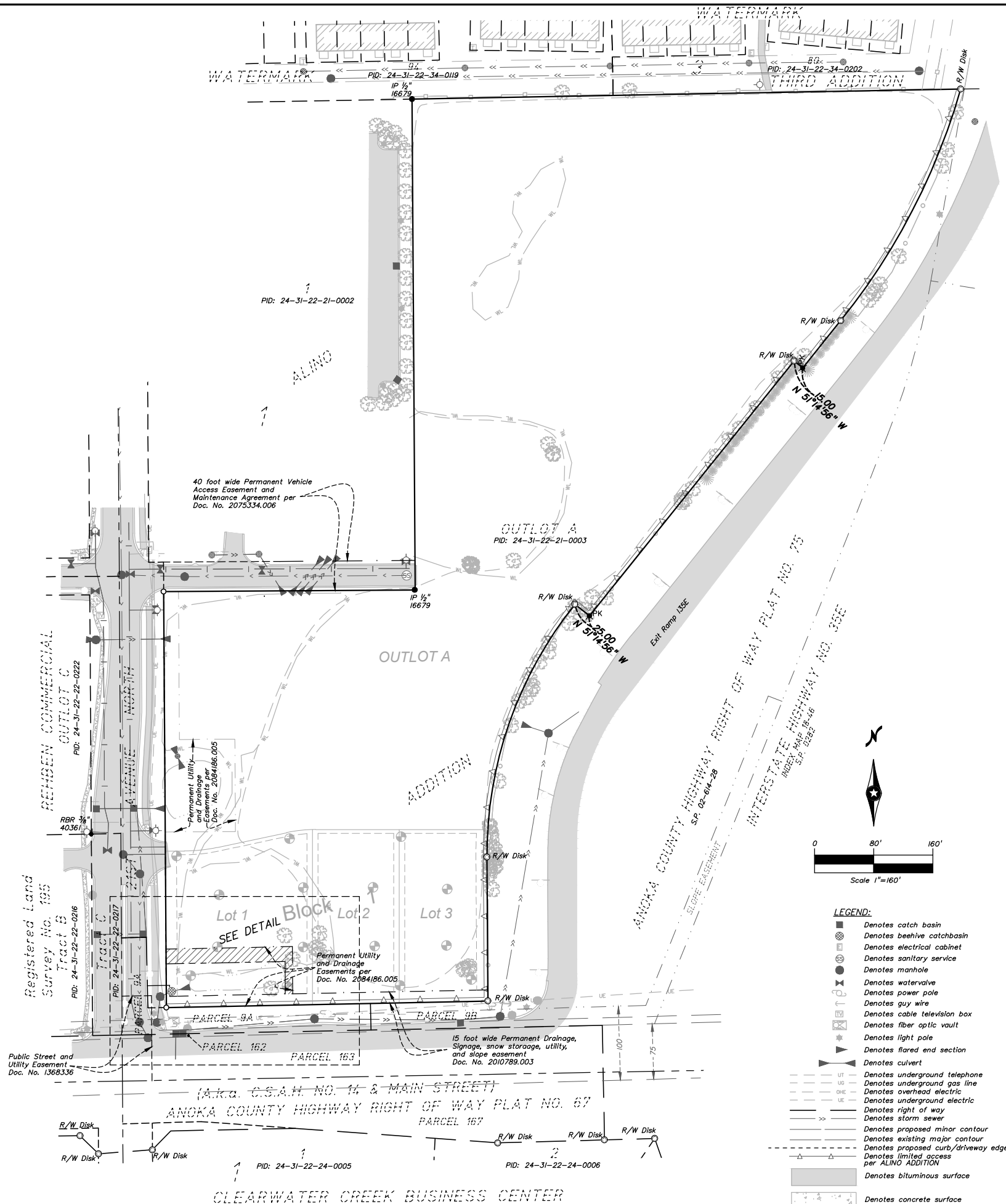
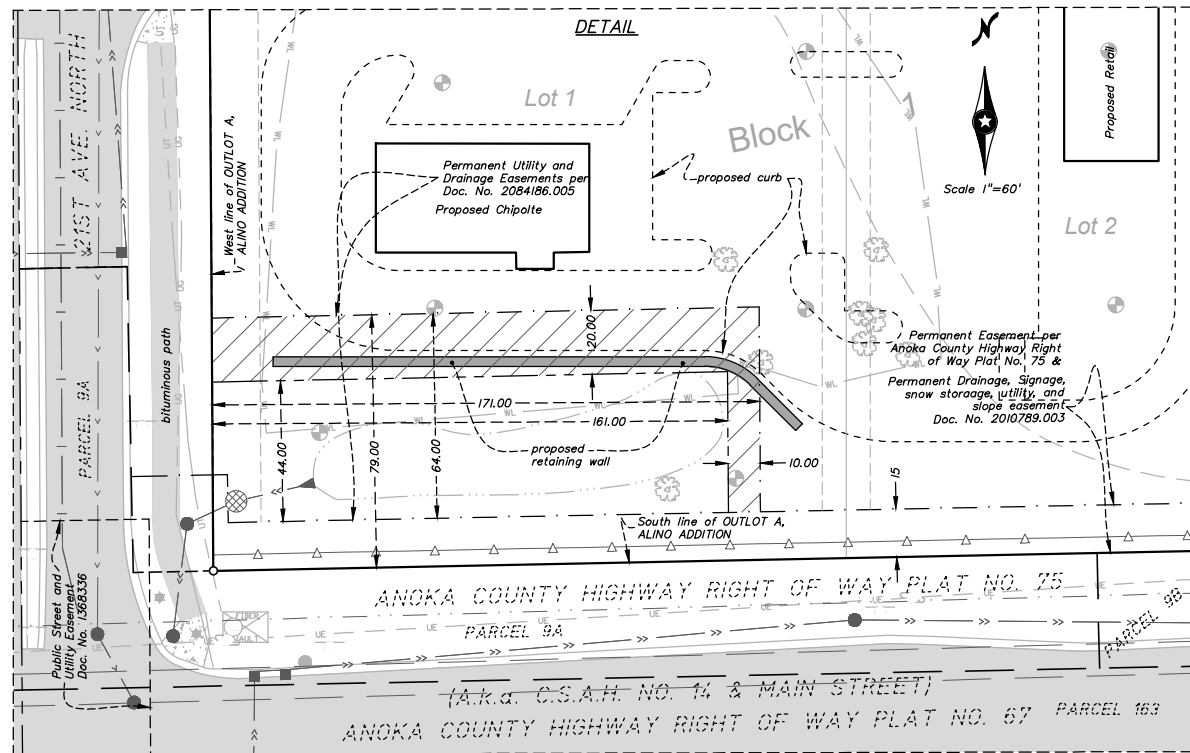
Existing Easement Description per Part of Easement Doc. No. 2084186.005:
The areas of the Property subject to the permanent utility and drainage easements granted below are as follows (Permanent Easement Areas):

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.



REV. NO.	DATE	DESCRIPTION

DATE: 1/30/25	DESIGN BY: RT
DRAWN BY: CEG	CHECKED BY: CEG
DWG FILE: 24-0255VEX	FILE NO.: 24-0255.00

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 professional engineer under the laws of the State of Minnesota.

Signed: Richard M. Thompson
Date: 2/07/25 Lic. No. 62953

BOGART, PEDERSON & ASSOCIATES, INC.
LAND SURVEYING
ENGINEERING
MAPPING
13076 FIRST STREET, BECKER, MN 55308-9322
TEL: 763-262-8522 FAX: 763-262-8844

Vacation Exhibit
Capital Real Estate
OUTLOT A, ALINO ADDITION
ALINO ADDITION

SHEET NO. 1

**CITY OF LINO LAKES
RESOLUTION NO. 25-88**

APPROVING A SUMMARY OF ORDINANCE NO. 11-25 FOR PUBLICATION

WHEREAS, the City Council approved Ordinance No. 11-25, vacating drainage and utility easement on Outlot A, Alino Addition; and

WHEREAS, the City Council approved the first reading on June 9, 2025, and the second reading and final passage on June 23, 2025; and

WHEREAS, Ordinance No. 11-25 is lengthy and MN statute 412.191 allows the city to publish a summary of an ordinance, and

WHEREAS, the City Council has determined 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 FURTHER RESOLVED by The City Council of The City of Lino Lakes, Minnesota that the City Council approves the summary in Attachment A for publication according to state law and the City Charter.

Adopted by the City Council of the City of Lino Lakes this 23rd day of June, 2025.

Rob Rafferty, Mayor

ATTEST:

Roberta Colotti, City Clerk

ATTACHMENT A

CITY OF LINO LAKES SUMMARY OF ORDINANCE NO. 11-25

AN ORDINANCE VACATING DRAINAGE AND UTILITY EASEMENT

Section 1: Findings

The City Council of Lino Lakes has determined to vacate a drainage and utility easement on Outlot A, Alino Addition; and

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 a 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

Section 3: 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 recording of the Drainage and Utility Easement Vacation.

Passed by the Lino Lakes City Council on June 23, 2025.

This is a summary of the adopted ordinance. A full printed copy of the ordinance is available at City Hall.

**CITY COUNCIL
REGULAR MEETING STAFF REPORT
AGENDA ITEM 7C**

STAFF ORIGINATOR: Diane Hankee, City Engineer

MEETING DATE: June 23, 2025

TOPIC: Consider Resolution No. 25-87, Authorize the Preparation of Plans and Specifications, 2026 Birch Street Sewer Crossing Project

VOTE REQUIRED: Simple Majority

INTRODUCTION

Staff is requesting Council authorization to prepare plans and specifications for the 2026 Birch Street Sewer Crossing Project.

BACKGROUND

The 2026 Birch Street Sewer Crossing Project includes boring or jacking a 24-inch diameter casing pipe and installing a 12-inch diameter sanitary sewer pipe from the north side to south side of Birch Street, approximately 200 feet west of the intersection of Birch Street and West Shadow Lake Drive.

The project is to increase capacity in the City's trunk sanitary sewer system. This increase will also accommodate the new Water Treatment Plant flushing effluent.

WSB LLC. has submitted a proposal to complete the topographic survey, plans and specifications, and provide bid documents for the 2026 Birch Street Sewer Crossing Project for a total not to exceed the amount of \$44,000.00.

The estimated total project cost is \$495,000.00. Funding for the project is expected to be from the Area & Unit Trunk Fund.

The project is proposed to be completed by June 30, 2026.

RECOMMENDATION

Staff is recommending approval of Resolution No. 25-87, Authorizing the Preparation of Plans and Specifications, 2026 Birch Street Sewer Crossing Project.

ATTACHMENTS

1. Resolution No. 25-87
2. WSB Engineering Proposal
3. Project Location Map

**CITY OF LINO LAKES
RESOLUTION NO. 25-87**

**AUTHORIZING PREPARATION OF PLANS AND SPECIFICATIONS
FOR THE 2026 BIRCH STREET SEWER CROSSING 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 2026 Birch Street Sewer Crossing Project; 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 the Preparation of the Plans and Specifications for the 2026 Birch Street Sewer Crossing Project.
2. WSB is designated as the engineer for this improvement and directed to prepare plans and specifications for the 2026 Birch Street Sewer Crossing Project for an amount not to exceed \$44,000.00.

Adopted by the Council of the City of Lino Lakes this 23rd day of June, 2025.

Rob Rafferty, Mayor

ATTEST:

Roberta Colotti, City Clerk

June 18, 2025

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

**Re: Proposal to Complete 2026 Birch Street Sewer Crossing Project
Construction Plans and Specifications**

Dear Mr. Grochala:

WSB LLC. is providing this proposal for the design and bidding services for the 2026 Birch Street Sewer Crossing Project. This project includes boring or jacking a 24" casing pipe and installing a 15" sanitary sewer pipe from the north side to south side of Birch Street, approximately 200 feet west of the intersection of Birch Street and West Shadow Lake Drive.

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

I. Prepare Final Project Plans

Final construction plans will be prepared indicating the project locations and plan view sheets for the watermain. Surveyed topographic information will be used to prepare the construction plans. Base drawing information will include GSOC design locates, curb inspection, city parcel map information and record plans.

II. Final Quantities

An Engineer's Opinion of Probable Cost will be completed with the final construction plans.

III. Prepare Permits, Specifications and Bidding Documents

WSB will assist the City in preparing permit application(s) and/or approval requests and will assist the City with submitting the applications/approval requests to the appropriate regulatory agencies.

WSB will develop the final project plans and specifications based on the agency review comments. This task will include an internal constructability review of the final plans, quantities, and specifications.

Upon completion of permitting, and agency review and approval, a final set of construction documents will be prepared for electronic bidding.

WSB will assemble and submit the final contract documents, either paper or electronic copies, to the City and request authorization to advertise the project for bidding. WSB will receive and respond to bidder inquiries concerning the plans, specifications, and intent of the project. Logs of all

inquiries will be kept and maintained to document inquiries. WSB will perform the project bid opening on behalf of the City.

The engineering fee to complete the design of the 2026 Birch Street Sewer Crossing Project is \$44,000.00 (not to exceed). This letter represents our understanding of the 2026 Birch Street Sewer Crossing Project and the proposed scope of services. If you are in agreement with the scope of services and proposed fee, please sign in the appropriate space below and return one copy to us.

WSB LLC will provide a separate proposal to the City for construction services once the plans are completed and the project is quoted.

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

Sincerely,

WSB LLC.

Mark Erichson

Mark Erichson
Director

Brian J. Bourassa

Brian Bourassa
Client Representative

ACCEPTANCE:

The City of Lino Lakes hereby accepts the WSB proposal of \$44,000.00 for services outlined in this letter.

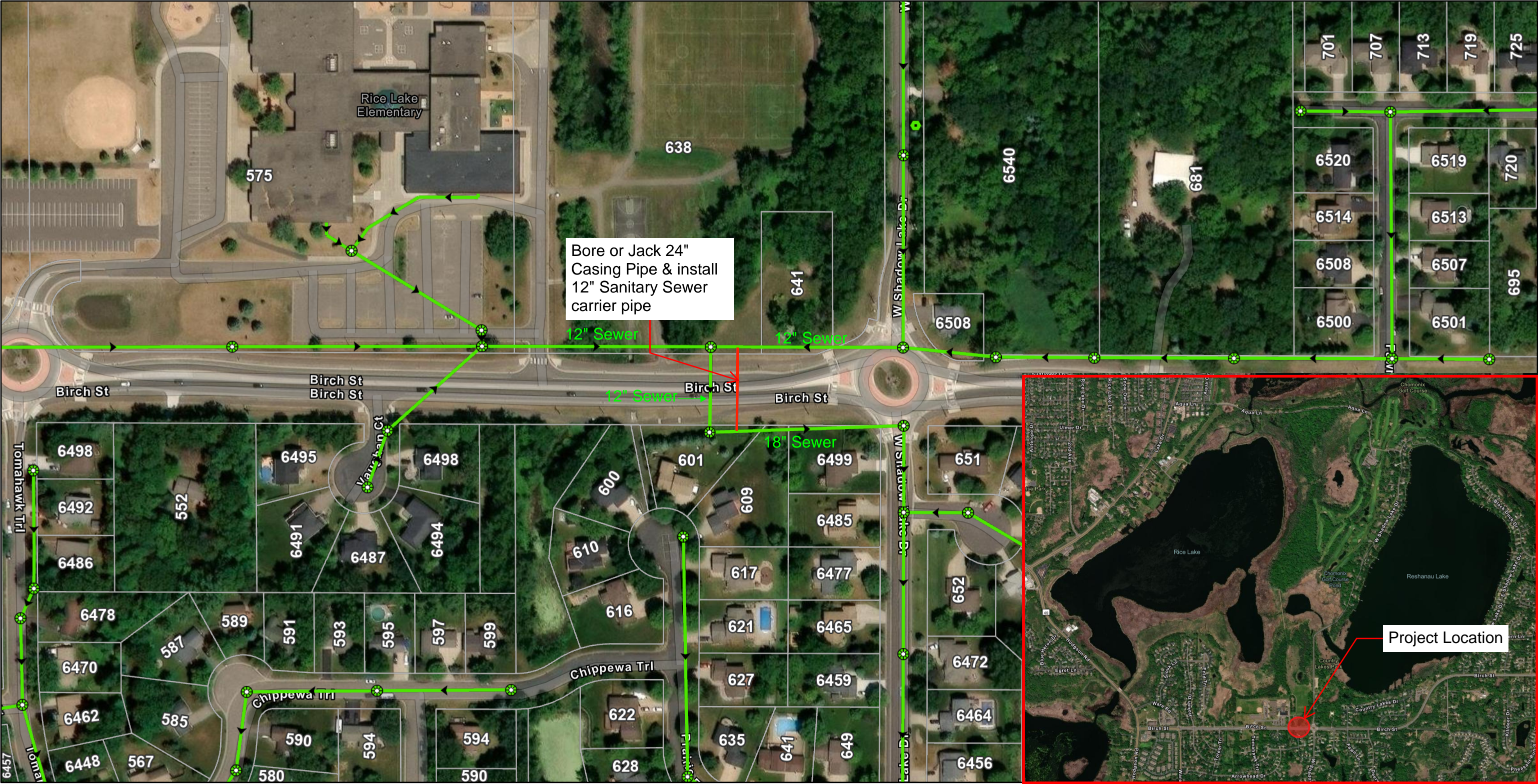
City of Lino Lakes

Name _____

Title _____

Date _____

2026 Birch Street Sewer Crossing



- Sewer Manholes
- Service Connection
- Sewer Gravity Mains
- Address Labels
- Parcels



1 in = 162 Ft



June 10, 2025

Map Powered By Datafi

**CITY COUNCIL
REGULAR MEETING STAFF REPORT
AGENDA ITEM 7D**

STAFF ORIGINATOR: Diane Hankee, PE, City Engineer

MEETING DATE: June 23, 2025

TOPIC: Consider Resolution No. 25-86, Approving Payment No. 3 (Final),
Red Hawk Trail Storm Sewer Improvement Project

VOTE REQUIRED: Simple Majority

INTRODUCTION

Staff is requesting council consideration to finalize the Red Hawk Trail Storm Sewer Improvement Project located on Red Hawk Trail.

BACKGROUND

On December 9, 2024, the City Council passed resolution 24-171, awarding the contract for the Red Hawk Trail Storm Sewer Improvement Project to C.W. Houle, Inc. in the amount of \$23,998.00. The project included removing a large tree growing in a storm sewer pipe outlet and altering the pipe outlet to allow for maintenance. Construction of the project began in March of 2025. The total cost of the project was \$20,818.00.

The project is now complete and is recommended for final payment. The project is to be funded through the Surface Water Utility fund.

RECOMMENDATION

Approve Resolution No. 25-86, Approving Payment No. 3 (Final), Red Hawk Trail Storm Sewer Improvement Project in the amount of \$1,040.90 to C.W. Houle, Inc.

ATTACHMENTS

1. Resolution 25-86
2. Payment Request No. 3 (Final) – Red Hawk Trail Storm Sewer Improvement Project

**CITY OF LINO LAKES
RESOLUTION NO. 25-86**

**APPROVING PAYMENT NO. 3 (FINAL) FOR THE
RED HAWK STORM SEWER IMPROVEMENT PROJECT**

WHEREAS, on December 9, 2024, the City Council passed resolution 24-171, awarding the contract for the Red Hawk Trail Storm Sewer Improvement Project to C.W. Houle. Inc. in the amount of \$23,998.00; and

WHEREAS, a complete summary of costs are detailed in Payment No. 3 (Final) where the final amount of the Red Hawk Trail Storm Sewer Improvement Project was \$20,818.00;

NOW, THEREFORE, BE IT RESOLVED by the City Council of Lino Lakes that Payment Request No. 3 (Final) is approved for a final payment amount of \$1,040.90 for the Red Hawk Trail Storm Sewer Improvement Project to C.W. Houle, Inc.

Adopted by the Council of the City of Lino Lakes this 23rd day of June, 2025.

Rob Rafferty, Mayor

ATTEST:

Roberta Colotti, City Clerk



C.W. Houle, Inc.

Excavating • Sewer-Water Construction

1300 WEST COUNTY ROAD I

SHOREVIEW, MINNESOTA 55126-5611

TELEPHONE: (651) 484-6077 • Email: info@cwhoule.com



June 5, 2025

City of Lino Lakes
600 Town Center Pwky
Lino Lakes, MN 55014

RE: Lino Lakes - Red Hawk Trail Storm Sewer 25-LL
FINAL

TOTAL WORK TO DATE:	\$20,818.00
EXTRA WORK PERFORMED:	<u>\$0.00</u>
GROSS AMOUNT DUE:	\$20,818.00
LESS 0% RETAINAGE:	\$0.00
LESS PREVIOUS ESTIMATES:	<u>\$19,777.10</u>
TOTAL AMOUNT DUE:	\$1,040.90

C. W. HOULE, INC.
1300 WEST COUNTY ROAD I
SHOREVIEW, MN 55126

June 5, 2025

City of Lino Lakes
600 Town Center Pwky
Lino Lakes, MN 55014

RE: Lino Lakes - Red Hawk Trail Storm Sewer 25-LL
FINAL

DESCRIPTION	CONTRACT		UNIT PRICE	UNIT	CURRENT		QTY	AMOUNT
	QTY	AMOUNT			QTY	AMOUNT	TO DATE	TO DATE
STORM SEWER								
1 MOBILIZATION	1	\$1,100.00	\$1,100.00	/LS	0	\$0.00	1	\$1,100.00
2 CLEARING	2	\$2,900.00	\$1,450.00	/EA	0	\$0.00	2	\$2,900.00
3 GRUBBING	2	\$2,400.00	\$1,200.00	/EA	0	\$0.00	2	\$2,400.00
4 SALVAGE AND REINSTALL 12" FES WITH TRASH GUARD	1	\$8,390.00	\$8,390.00	/EA	0	\$0.00	1	\$8,390.00
5 REMOVE SEWER PIPE (12" STORM)	8	\$616.00	\$77.00	/LF	0	\$0.00	8	\$616.00
6 12" RC PIPE CL V	4	\$1,680.00	\$420.00	/LF	0	\$0.00	4	\$1,680.00
7 COMMON EX AND SELECT GRANULAR (IF NEEDED)	40	\$2,720.00	\$68.00	/CY	0	\$0.00	5	\$340.00
8 GEOTEXTILE FABRIC TYPE 5	4	\$92.00	\$23.00	/SY	0	\$0.00	4	\$92.00
9 RANDOM RIPRAP CL III	2.5	\$1,025.00	\$410.00	/CY	0	\$0.00	2.5	\$1,025.00
10 FLOTATION SILT CURTAIN	100	\$800.00	\$8.00	/LF	0	\$0.00	0	\$0.00
11 SEED, FERTALIZER, TOPSOIL, EROSION BLANKET (NATURAL NET)	325	<u>\$2,275.00</u>	\$7.00	/SY	0	<u>\$0.00</u>	325	<u>\$2,275.00</u>
STORM SEWER SUBTOTALS:		\$23,998.00				\$0.00		\$20,818.00
TOTALS:		\$23,998.00				\$0.00		\$20,818.00