



CITY COUNCIL AGENDA

Monday, July 28, 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, 6:00 P.M. **Community Room (not televised)**

- A. Call to Order and Roll Call
- B. Setting the Agenda: Addition or Deletion of Agenda Items
- C. Water Appropriation Permit Contested Case Appeal
- D. Review Regular Agenda
- E. 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

SPECIAL PRESENTATION

- *Oath of Police Service* - Police Officer Lauren Clayton
- *Oath of Fire Service* - Firefighters Jake Crooks, Benjamin Searles, Scott Schmidt, Timothy Bertz, Gibson Eyestone, Richard LaDoucer and Benjamin Miller

1. Consent Agenda

- A. Consider Approval of Expenditures for July 28, 2025 (Check No. 123189 through 123269) in the Amount of \$3,114,934.15

- B. Approval of July 9, 2025, City Council Special Work Session Minutes
- C. Approval of July 14, 2025, City Council Work Session Minutes
- D. Approval of July 14, 2025, City Council Meeting Minutes
- E. Approval of Hiring of Part-Time Staff for the Rookery Activity Center.
- F. Approval of Resolution No. 25-97, Special Event Permit and Temporary Liquor License, American Legion Post 566, Blue Heron Days Events
- G. Approval of Exempt Gambling Permits

2. Finance Department Report

3. Administration Department Report

4. Police Department Report

5. Fire Department Report

6. Public Services Department Report

7. Community Development Report

- A. Erickson Property (7590 20th Avenue), Katie Larsen
 - i. Consider 2nd Reading of Ordinance No. 13-25 Approving Zoning Ordinance Map Amendment (Rezoning) from R, Rural to R-2, Two Family Residential
 - ii. Consider Resolution No. 25-100 Approving Summary Publication of Ordinance No. 13-25
- B. Consider Ordinance No. 14-25, Amending City Code Chapter 218.01 (10)(e) Relating to Special Connection Fees, Diane Hankee

8. Unfinished Business

9. New Business

10. Notices and Communications

Environmental Board Meeting, July 30th at 6:30 p.m. in the Council Chambers.

ADJOURNMENT

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

STAFF ORIGINATOR: Michael Grochala, Community Development Director

WORK SESSION DATE: July 28, 2025

TOPIC: Water Appropriation Permit Contested Case Appeal Update

BACKGROUND

On August 30, 2017, the Ramsey County District Court issued a judgement regarding the groundwater management of White Bear Lake and the Prairie Du Chien-Jordan Aquifer. As a result, the City's Minnesota Department of Natural Resources (DNR) Water Appropriation Permit 1985-6168 was amended to include the following requirements:

- **PREPARE A PLAN TO CONVERT TO SURFACE WATER SOURCE**
- **ENACT AND ENFORCE A RESIDENTIAL IRRIGATION BAN WHEN WHITE BEAR LAKE DROPS BELOW 923.5**
- **PREPARE AN ENFORCEABLE PLAN TO LIMIT PER CAPITA WATER USE (75 GPD FOR RESIDENTIAL AND 90 GPD TOTAL)**
- **REPORT ANNUALLY ON COLLABORATIVE EFFORTS WITH NE COMMUNITIES TO MEET THE PER CAPITA REQUIREMENTS**

The City, along with multiple other communities, appealed 3 of the 4 amendments and a contested case hearing was held in 2023 before an Administrative Law Judge (ALJ). The ALJ struck the irrigation ban requirement but left the other amendments in place. Both the White Bear Lake Restoration Association and White Bear Lake Homeowners Association appealed the decision. The 6 communities involved appealed as well.

In July the Minnesota Court of Appeals ruled on the appeals and reversed the decision of the ALJ and remanded for further review. City Attorney, Jay Squires, is recommending that we ask the Supreme Court to review the decision. Under the Rules any party to a Court of Appeals matter can ask the Supreme Court to exercise its discretionary review power. The Supreme Court does not have to do so. A request is in the form of a Petition for Review, which is a short document highlighting the importance of the case.

Mr. Squires will be present at the work session to discuss the case status and the Petition for Review.

REQUESTED COUNCIL DIRECTION

Staff is requesting Council direction to place “Authorize the Filing of the Petition for Review” to the July 28, 2025 regular agenda.

ATTACHMENTS

None.



Expenditures

July 28, 2025

Check #123189 to #123269

\$3,114,934.15

Significant Disbursements this Period:

- Northdale Construction Company, Inc. - \$427,949.89 – 2025 Market Place Drive Realignment Project
- Staab Construction Corporation - \$1,900,996.84 – Water Treatment Plant

CHECK REGISTER FOR CITY OF LINO LAKES

CHECK NUMBER 123189 - 123269

- CHECK TYPE: PAPER CHECK

Check Date	Check	Vendor Name	Description	Amount
Bank CKING POOLED CHECKING				
07/18/2025	123189	CENTRAL PENSION FUND	Remittance Check	3,264.00
				<u>6,720.00</u>
07/18/2025	123190	NCPERS GROUP LIFE INSURANCE	Remittance Check	176.00
				<u>368.00</u>
07/28/2025	123191	1ST CHOICE DOCUMENT DESTRUCTI	JULY SHREDDING EVENT	840.00
07/28/2025	123192	A&L SUPERIOR QUALITY SOD, INC	4 ROLLS TURFGRASS SOD	12.60
07/28/2025	123193	AARP	AARP DRIVER SAFETY COURSE	245.00
07/28/2025	123194	ADVANCED GRAPHIX INC.	REFLECTIVE LICENSE PLATES & GRAPHICS #6	143.50
07/28/2025	123195	AFLAC	JULY INSURANCE PREMIUMS	459.84
07/28/2025	123196	AMERICAN ENGINEERING TESTING,	PH 1 ESA - PUBLIC WORKS BUILDING	2,400.00
07/28/2025	123197	AMERICAN TEST CENTER	TRUCK TESTING #622 & LADDER INSPECTIONS	1,524.00
07/28/2025	123198	ANOKA COUNTY	UB RECEIPT REFUND FOR ACCOUNT #: 022859	48.00
07/28/2025	123199	ANOKA COUNTY TREASURY OFFICE	JULY 2025 CAC FIBER	225.00
07/28/2025	123200	ASHLEY PETERSON	REFUND FOR SUMMER CAMP	201.00
07/28/2025	123201	ASPEN MILLS, INC.	DEPT EXP - G. EYESTONE	556.00
			DEPT EXP - C. TIMMONS	1,355.97
				<u>1,911.97</u>
07/28/2025	123202	BAYCOM, INC.	TOUGHBOOKS (6), DISPLAYS (6) & DOCKING DOCKING STATION #318	23,922.00
				<u>606.00</u>
				24,528.00
07/28/2025	123203	BEST OUTDOOR SERVICES	IRRIGATION REPAIR - 6467 FAWN LN	125.00
07/28/2025	123204	BITUMINOUS ROADWAYS, INC.	ASPHALT HOT MIX	386.74
07/28/2025	123205	CENTENNIAL UTILITIES	NATURAL GAS	2,392.48
07/28/2025	123206	CENTURYLINK	TELEPHONE - ROOKERY POOL EMERGENCY PHON	142.01
			TELEPHONE - ROOKERY FIRE PROTECTION EQU	66.59
			TELEPHONE - CIVIC COMPLEX FIRE PROTECTI	67.91
				<u>276.51</u>
07/28/2025	123207	CENTURYLINK	TELEPHONE	107.62
07/28/2025	123208	CITY OF SHOREVIEW	2ND QTR 2025 UTILITIES	1,119.91
07/28/2025	123209	COMCAST	PHONE & INTERNET SERVICES	167.25
07/28/2025	123210	CORE & MAIN LP	HYDRANT REPAIR AND MAINT PARTS	1,223.31
07/28/2025	123211	CUSTOM FIRE APPARATUS, INC.	CLAIM #CA428660 ENGINE #2 INSURED DRIVE	54,208.25
07/28/2025	123212	DACOTAH PAPER CO.	COMPOSTABLE CUTLERY	158.44
			COMPOSTABLE PLATES	75.70
			COMPOSTABLE BAGS	397.59
				<u>631.73</u>
07/28/2025	123213	DELTA DENTAL OF MINNESOTA	DENTAL INSURANCE PREMIUMS	4,953.27

CHECK REGISTER FOR CITY OF LINO LAKES

CHECK NUMBER 123189 - 123269

- CHECK TYPE: PAPER CHECK

Check Date	Check	Vendor Name	Description	Amount
Bank CKING POOLED CHECKING				
07/28/2025	123214	EARL F. ANDERSEN	STREET NAME SIGNS (6)	230.69
07/28/2025	123215	EMERGENCY AUTOMOTIVE TECHNOLO	SQUAD 324 BUILD-LABOR	9,677.94
			CLAIM #CA391481 ADVERSE DRIVER CAUSED H	3,151.08
				12,829.02
07/28/2025	123216	ENDURANCE FITNESS OF MN, LLC	Q2 2025 REVENUE SHARE	2,661.25
07/28/2025	123217	FACTORY MOTOR PARTS COMPANY	FRONT BRAKE PADS #268	39.99
			AIR FILTERS (STOCK)	108.63
			FRONT BRAKE PADS & ROTORS #316	320.07
			OIL FILTERS (STOCK)	10.59
			TAHOE BRAKE ROTORS & PADS (STOCK)	620.40
				1,099.68
07/28/2025	123218	FERGUSON WATERWORKS #2518	BLUE AND GREEN MARKING FLAGS	276.90
07/28/2025	123219	FIRE INSTRUCTION RESCUE EDUCA	SEARCH & RESCUE TRAINING	650.00
07/28/2025	123220	FLAIL-MASTER	KNIVES & HARDWARE FOR FLAIL MOWER ATTAC	982.35
07/28/2025	123221	FRONTIER CONCRETE & MASONRY	CATCH BASIN CURB REPLACEMENTS (2)	4,850.00
07/28/2025	123222	GENERAL REPAIR SERVICE	BOOSTER PUMP - WELL 5	1,755.83
07/28/2025	123223	HACH COMPANY	WATER TESTING SUPPLIES	192.30
			WATER TESTING SUPPLIES	375.34
				567.64
07/28/2025	123224	HAWKINS, INC.	WATER TREATMENT CHEMICALS	13,717.62
			CHLORINE CYLINDER	10.00
			CHLORINE CYLINDERS	70.00
				13,797.62
07/28/2025	123225	IMAGE PRINTING & GRAPHICS, IN	BUSINESS CARDS - M. BAGLEY	26.75
			BLUE HERON DAYS PARADE SIGNS	3,251.61
				3,278.36
07/28/2025	123226	IMPERIAL DADE	JANITORIAL SUPPLIES	194.59
			TOILET BOWL CLEANER & URINAL SCREEN	133.85
				328.44
07/28/2025	123227	J. BECHER & ASSOCIATES, INC.	WIRE BOOSTER PUMP AT WELL #5	142.00
07/28/2025	123228	KIMLEY-HORN AND ASSOCIATES, I	NW MAIN MASTER PLAN & AUAR - JUNE	23,506.81
07/28/2025	123229	LEAST SERVICES/COUNSELING, LL	COUNSELING SERVICES & MONTHLY RETAINER	970.00
			COUNSELING SERVICES	450.00
				1,420.00
07/28/2025	123230	LYNGBLOMSTEN AT LINO LAKES	TIF PAYGO 1ST HALF SETTLEMENT 2025	254,149.34

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Bank CKING POOLED CHECKING				
07/28/2025	123231	MACQUEEN EQUIPMENT, INC.	DEPT EXP - MSA EXTEND & POUCH	480.29
07/28/2025	123232	MANSFIELD OIL COMPANY	2,100 GALLONS OF GASOLINE, 1,300 GALLON	10,240.01
07/28/2025	123233	Medica	HEALTH INSURANCE PREMIUMS	56,475.70
07/28/2025	123234	MENARDS - FOREST LAKE	MISCELLANEOUS BATTERIES	115.85
			LIGHT BULBS FOR WELL HOUSES	47.94
			TAPE FOR FIRE 2 ROOF REPAIR	14.87
			EXTENSION CORD FOR PORTABLE GENERATOR	29.99
				<u>208.65</u>
07/28/2025	123235	MET COUNCIL ENVIRONMENTAL SER JUNE 2025 SAC		29,521.80
07/28/2025	123236	METRO SALES INCORPORATED	CITY HALL WIDE FORMAT COPIER	47.40
			ROOKERY COPIER	457.26
			PUBLIC WORKS COPIER	108.60
				<u>613.26</u>
07/28/2025	123237	MIDWEST MACHINERY CO.	STRING TRIMMER AND SAW	1,789.91
07/28/2025	123238	MINNESOTA FIRE SERVICE CERTIF	FIRE APPARATUS OPERATOR CERT EXAM - B.	158.50
07/28/2025	123239	MINNESOTA UNEMPLOYMENT INSURA	Q2 2025 UNEMPLOYMENT	563.68
07/28/2025	123240	MISS LINO LAKES AMBASSADOR PR	2025 PROGRAM EXPENSES	1,500.00
07/28/2025	123241	MN DEPARTMENT OF HEALTH	2ND QTR 2025 WATER CONNECTION FEE	14,167.00
07/28/2025	123242	NORTH COUNTRY CHEVROLET BUICK	CLAIM #CA391481 ADVERSE DRIVER CAUSED H	54,425.28
07/28/2025	123243	NORTHDALE CONSTRUCTION COMPAN	2025 MARKET PLACE DRIVE REALIGNMENT PRO	427,949.89
07/28/2025	123244	NORTHERN TOOL COMMERCIAL ACCO	LED TAIL LIGHTS #708	45.59
07/28/2025	123245	O'REILLY AUTOMOTIVE STORES	BATTERY #505	185.02
			A/C SCHRADER VALVES & REMOVAL TOOL	36.36
			BATTERY #307	185.18
			SWAY BAR END LINKS #303	95.94
			CREDIT FOR 5 FEET OF FUEL HOSE	(26.25)
				<u>476.25</u>
07/28/2025	123246	OCCUPATIONAL HEALTH CENTERS O	NEW HIRE TESTING	100.00
07/28/2025	123247	OFFICE OF THE SECRETARY OF ST	NOTARY APPLICATION FEE - J. ALDERINK	120.00
07/28/2025	123248	OPENGOV, INC.	OPENGOV OMS	17,544.64
07/28/2025	123249	PRECISE MRM LLC	CELLULAR DATA FOR GPS	160.00
07/28/2025	123250	PREMIUM WATERS, INC.	KANDIYOHI WATER	116.88
07/28/2025	123251	PRESS PUBLICATIONS, INC.	SUMMARY FINANCIAL REPORT	247.07
			STATEMENT OF NET POSITION	266.07
			STATEMENT OF REVENUES, EXPENSES & CHANG	209.06
			STATEMENT OF CASH FLOWS	266.07
			ORD. NO. 11-25 VACATING DRAINAGE & UTIL	50.68
				<u>1,038.95</u>
07/28/2025	123252	QUADIENT FINANCE USA, INC.	POSTAGE MACHINE POSTAGE	500.00
07/28/2025	123253	REHBEIN PROPERTIES	BELLAND FARMS 2ND ADD ESCROW CLOSURE	35,172.72

CHECK REGISTER FOR CITY OF LINO LAKES

CHECK NUMBER 123189 - 123269

- CHECK TYPE: PAPER CHECK

Check Date	Check	Vendor Name	Description	Amount
Bank CKING POOLED CHECKING				
				84,823.79
07/28/2025	123254	REHBEIN TRANSIT CO, INC.	SUMMER CAMP TRIP TRANSPORTATION	586.58
07/28/2025	123255	SAFE-FAST, INC.	RAIN GEAR FOR SEASONALS	170.00
			NITRILE GLOVES	244.80
			HIGH VISIBILITY PANTS	31.96
				446.76
07/28/2025	123256	SCR	REPLACE TEMP SENSOR	1,624.56
07/28/2025	123257	SPECIALTY PROMOTIONS INC.	NIGHT TO UNITE HANDOUTS	2,810.00
07/28/2025	123258	STAAB CONSTRUCTION CORPORATIO	WATER TREATMENT PLANT	1,900,996.84
07/28/2025	123259	STAPLES INC.	PAPER	169.96
			TONER (2) & CORRECTION TAPE	394.81
			TONER (3)	281.67
				846.44
07/28/2025	123260	STREICHER'S, INC.	UNIFORM ALLOWANCE - M. CARLSON	145.97
			UNIFORM ALLOWANCE - K. KRAEMER	49.99
			DEPT EXP - K. MCKINNEY	1,848.90
			UNIFORM ALLOWANCE - E. HEU	19.98
			UNIFORM ALLOWANCE - K. SINNA	22.00
				2,086.84
07/28/2025	123261	TASC - CLIENT INVOICES	ADMIN FEES JUNE 2025	80.40
07/28/2025	123262	TESSMAN COMPANY	HERBICIDE	201.64
			FERTILIZER	868.00
				1,069.64
07/28/2025	123263	TRI-STATE BOBCAT, INC.	TOOL CAT WARRANTY #425	2,400.00
07/28/2025	123264	U.S. BANK	UNIFORM ALLOWANCE - K. TRACY	37.83
			MCFOA MEMBERSHIP - R. COLOTTI	50.00
			MOUSE PAD	6.69
				28,396.68
07/28/2025	123265	VLAWMO	ISG WILKINSON WATERS FEASIBILITY STUDY	1,508.10
07/28/2025	123266	WALTERS RECYCLING & REFUSE	TRASH & RECYCLING	312.43
			TRASH & RECYCLING	1,738.78
				2,051.21
07/28/2025	123267	XCEL ENERGY	ELECTRIC	4,888.02
			ELECTRIC	32,978.20

CHECK REGISTER FOR CITY OF LINO LAKES

CHECK NUMBER 123189 - 123269

- CHECK TYPE: PAPER CHECK

Check Date	Check	Vendor Name	Description	Amount
Bank CKING POOLED CHECKING				
				37,866.22
07/28/2025	123268	ZARNOTH BRUSH WORKS, INC.	(2) STREET SWEEPER MAIN BROOMS #252	1,312.00
07/28/2025	123269	ZIEGLER, INC.	HYDRAULIC HOSE #260	86.90
CKING TOTALS:				
Total of 81 Checks:				3,114,934.15
Less 0 Void Checks:				0.00
Total of 81 Disbursements:				3,114,934.15



Electronic Funds Transfer
MN Statute 471.38 Subd. 3

Council Meeting July 28, 2025

Transfer In/(Out)

7/15/2025 Transfer to MM Savings	1,300,000.00
7/18/2025 Payroll #15	(235,677.00)
7/18/2025 Payroll #15 Federal Deposit	(65,544.25)
7/18/2025 Payroll #15 PERA	(61,925.49)
7/18/2025 Payroll #15 State	(15,016.02)
7/18/2025 Payroll #15 H.S.A. Bank Pretax	(4,515.00)
7/18/2025 Payroll #15 TASC Pretax	(1,054.13)
7/18/2025 Payroll #15 Mission Sq 457 Def. Comp #301596	(2,025.00)
7/18/2025 Payroll #15 Mission Sq Roth IRA #706155	(569.23)
7/18/2025 Payroll #15 MSRS HCSP #98946-01	(5,641.81)
7/18/2025 Payroll #15 MSRS Def. Comp #98945-01	(2,455.00)
7/18/2025 Payroll #15 MSRS Roth IRA #98945-01	(1,064.00)
7/18/2025 Sales & Use Tax	(6,845.00)
7/18/2025 Building Surcharge	(2,455.43)

**Lino Lakes City Council
Special Work Session
Minutes**

DATE: July 7, 2025
TIME STARTED: 6:00 P.M.
TIME ENDED: 8:57 P.M.
LOCATION: Community Room
MEMBERS PRESENT: Mayor Rafferty Councilmembers Cavegn, Ruhland (left at 7:35 p.m.)
Lyden and Stoesz
MEMBERS ABSENT: None

Staff Members Present: City Administrator Karen Anderson, Community Development Director Mike Grochala, Human Resources and Communications Manager Meg Sawyer, Chief of Police Curt Boehme, Fire Chief Dan L’Allier, Public Services Director Rick DeGardner, and Public Works Superintendent Justin Williams.

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. Strategic Plan

Facilitator Phil Kern provided an overview of his background and experience.

The City Council and department managers discussed the vision and core strategies for the city. They discussed the strategic objectives to support core strategies. They reviewed the present conditions: strengths, challenges, threats, and opportunities.

A second strategic planning session is scheduled for August 6th at 6 p.m. in the Community Room at City Hall.

4. Adjournment

Mayor Rafferty adjourned the meeting at 8:57 p.m.

These minutes were approved at the regular Council Meeting on July 28, 2025.

Roberta Colotti, CMC
City Clerk

Rob Rafferty,
Mayor

**Lino Lakes City Council
Work Session
Minutes**

DATE: July 14, 2025
TIME STARTED: 6:00 P.M.
TIME ENDED: 6:25 P.M.
LOCATION: Community Room
MEMBERS PRESENT: Mayor Rafferty Councilmembers Cavegn, Ruhland, Lyden and Stoesz
MEMBERS ABSENT: None

Staff Members Present: City Administrator Karen Anderson, City Clerk Roberta Colotti, Human Resources and Communications Manager Meg Sawyer , Community Development Director Mike Grochala, City Planner Katie Larsen, Environmental Specialist Tom Hoffman, Chief of Police Curt Boehme, and Fire Chief Dan L’Allier.

1. Call to Order and Roll Call

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

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

The agenda was adopted as presented.

3. Odd/Even Year Elections

The City Clerk stated that in accordance with the City Charter, the City of Lino Lakes municipal elections are held in odd years. At the July 10, 2025 Charter Commission meeting the Commission reviewed the option of moving to even year elections. The Commission voted to maintain odd-year elections. The Commission identified that odd-year elections allow local voters to focus on the municipal candidates. The Municipal Election will be held on Tuesday, November 4, 2025. There is not an August Primary in Lino Lakes. Absentee voting for 2025 will be processed by Anoka County.

4. Municipal Cannabis Retail Store

The Community Development Director stated that on July 7, 2025, the City Council reviewed the draft Market Feasibly study prepared by Great White Companies for a municipal retail cannabis store. He reported that the Economic Development Advisory Committee (EDAC) discussed a municipal cannabis store at its July 10, 2025 meeting. The EDAC generally supported moving forward. He noted that their recommendations were included in the staff report.

The Community Development Director stated that as a next step in the process the Council is being asked to consider issuing a Request for Proposals (RFP) for a Municipal Cannabis Store Operator and it is requested that this item be added to the regular agenda for formal action.

Council Consensus

It was the consensus of the City Council to add consideration to advertise a Request for Proposals (RFP) for a Municipal Cannabis Store Operator, to the July 14, 2025, regular agenda. (Councilmember Stoesz provided a dissenting opinion.)

5. Review Regular Agenda

The City Clerk reviewed the proposed ordinance regulating pet stores, scheduled for second reading/adoption this evening.

The Human Resources and Communications Manager reviewed the appointments scheduled for action this evening including Parks Maintenance Worker, Office Specialist, and Community Development Specialist. She also reviewed the Firefighter/Administration position being requested to be established this evening.

The Chief of Police reviewed the School Resource Officer contract with the Centennial School District scheduled for approval this evening.

The Environmental Specialist reviewed the requested approval of the I-35E Alternative Urban Area Wide Review (AUAR) 2025 Update.

Mayor Rafferty asked for an update on the water treatment plant construction project.

The Community Development Director reported that the exterior is being constructed, and they are working on the second level.

Councilmember Ruhland asked about flying the flag at the construction site.

The Community Development Director stated that was usually something that was done by the contractor.

Mayor Rafferty suggested that the design on the current water tower be used to create a city flag and that the city flag then be put up in the Council Chambers.

6. Adjournment

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

These minutes were approved at the regular Council Meeting on July 28, 2025.

Roberta Colotti, CMC
City Clerk

Rob Rafferty,
Mayor

**LINO LAKES CITY COUNCIL
REGULAR MEETING
MINUTES**

DATE: July 14, 2025
TIME STARTED: 6:30 PM
TIME ENDED: 7:01 PM
LOCATION: City Council Chambers
MEMBERS PRESENT: Mayor Rafferty, Councilmembers Cavegn, Lyden, Ruhland and Stoesz
MEMBERS ABSENT: None

Staff Members Present: City Administrator Karen Anderson, City Clerk Roberta Colotti, Human Resources and Communications Manager Meg Sawyer , Community Development Director Mike Grochala, City Planner Katie Larsen, Environmental Specialist Tom Hoffman, Chief of Police Curt Boehme, and Fire Chief Dan L’Allier.

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

Mayor Rafferty provided an overview of the Rules of Decorum.

PUBLIC COMMENT

Mayor Rafferty opened the public comment period.

Chris Stowe, 426 Pine Street, Lino Lakes, stated that he is a licensed plumber by trade. He stated that recently 20 homes were assessed for water and sewer as part of a city project. The City told the property owners they did not have to connect to city water, however, the MN Plumbing Code has certain requirements that if you have readily accessible city sewer, you must have city water. He reviewed the property assessment cost estimates and actual costs. He stated that he believed the reason for this project was not to serve the neighborhood but to extend the line for future development north of the neighborhood.

Mr. Stowe provided further comment stating that he would provide a future update on the Rice Creek Watershed District meeting given the time limits for public comment this evening. He stated that he was opposed to having a municipal cannabis retail store.

Candice Amundson, 7590 20th Avenue, Lino Lakes, stated that she is the real estate agent working with the Erickson’s on their property sale as part of the project proposal being presented this evening. She stated that the work to prepare for the project has been in keeping with what the community wants and that she wanted to express support for the project.

Motion to close the public comment period at 6:34 p.m.

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

SETTING THE AGENDA

Motion to amend the agenda to include Item 7C, Directing Staff to Advertise a Request for Proposals (RFP) for a Municipal Cannabis Store Operator.

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

1. CONSENT AGENDA

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

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

2. FINANCE DEPARTMENT REPORT

No Report

3. ADMINISTRATION DEPARTMENT REPORT

A. Ordinance No. 12-25, Regulating Pet Stores

Motion to waive full reading of Ordinance No. 12-25 Regulating Pet Stores.

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

Motion to provide second reading and adopt Ordinance No. 12-25 Regulating Pet Stores.

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

B. Appointment of Public Works Maintenance Worker

Motion to appoint Jennifer Johnson to the full-time Parks Maintenance Worker position within the Public Works Department, at Step 3 of the Maintenance Worker wage scale, with a start date of July 28, 2025.

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

C. Appointment of Office Specialist

Motion to appoint Jennifer Alderink to the Office Specialist position at City Hall, at Step 4 of the Office Specialist wage scale, with a start date of July 15, 2025.

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

D. Appointment of Community Development Specialist

Motion to appoint Jessica Eller to the Community Development Specialist position, at Step 3 of the Community Development Specialist wage scale, with a start date of July 28 2025.

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

E. Addition of Firefighter/Administration Position

Motion to approve the creation of a full-time Firefighter/Administration position within the Fire Department.

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

4. POLICE DEPARTMENT REPORT

A. Renewal of School Resource Officer Contract

Motion to approve the School Resource Officer contract with the Centennial School District as presented, and to authorize the Mayor and Chief of Police to sign the contract.

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

5. FIRE DEPARTMENT REPORT

No Report

6. PUBLIC SERVICES DEPARTMENT REPORT

No Report

7. COMMUNITY DEVELOPMENT REPORT

A. I-35E 2025 AUAR Update

Motion to adopt Resolution No. 25-92, Approving I-35E Alternative Urban Area Wide Review (AUAR) 2025 Update .

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

B. Erickson Property

i. Ordinance No. 13-25, Rezoning Property

Motion to waive full reading of Ordinance No. 13-25 Rezoning Property form R, Rural to R-2, Two Family Residential.

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

Motion to provide first reading of Ordinance No. 13-25 Rezoning Property form R, Rural to R-2, Two Family Residential.

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

ii. Resolution No. 25-93 Approving Preliminary Plat

Motion to adopt Resolution No. 25-93, Approving Erickson Property Utility Staging Area Amendment and Preliminary Plat.

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

C. Municipal Cannabis Store

Motion to direct staff to advertise a Request for Proposals (RFP) for a Municipal Cannabis Store Operator.

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

8. UNFINISHED BUSINESS

None

9. NEW BUSINESS

None

10. NOTICES AND COMMUNICATIONS

Filing for City Council offices begins Tuesday, July 29th and closes on Tuesday August 12th. Candidates file at City Hall. Visit the City website elections page or contact the City Clerk for more information. The Municipal Election is Tuesday, November 4th.

ADJOURNMENT

Mayor Rafferty adjourned the meeting at 7:01 p.m.

These minutes were approved at the City Council Meeting on July 28, 2025.

Roberta Colotti, CMC
City Clerk

Rob Rafferty,
Mayor

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

STAFF ORIGINATOR: Meg Sawyer, Human Resources and Communications Manager

MEETING DATE July 28, 2025

AGENDA ITEM: Approval of Hiring of Part-Time Staff for the Rookery Activity Center.

VOTE REQUIRED: Simple Majority

INTRODUCTION

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

BACKGROUND

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

RECOMMENDATION

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

First NameLast Name		Title
Delia	Carpenter	Lifeguard
Jorddy	Robles	Custodial Worker

ATTACHMENTS

None

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

STAFF ORIGINATOR: Roberta Colotti, City Clerk

MEETING DATE July 28, 2025

AGENDA ITEM: Approval of Resolution No. 25-97, Special Event Permit and Temporary Liquor License, American Legion Post 566, Blue Heron Days Events

VOTE REQUIRED: Simple Majority

INTRODUCTION

American Legion Post 566 has applied for a Special Event Permit and Temporary Liquor license for their events to be hosted during the time of the City's annual community festival.

BACKGROUND

The American Legion Post 566 is planning community family events as part of the Blue Heron Days on August 15 and August 16, 2025, with set-up on August 14th and take down on August 17th. They have requested to rent the City stage as part of this event. They are also seeking a temporary liquor license. They have successfully hosted these events in the past.

RECOMMENDATION

Motion to adopt Resolution No. 25-97, Special Event Permit and Temporary Liquor License, American Legion Post 566, Blue Heron Days Events

ATTACHMENTS

1. 25-97 - Resolution Special Event Permit - American Legion

**CITY OF LINO LAKES
RESOLUTION NO. 25-97**

**SPECIAL EVENT PERMIT AND TEMPORARY LIQUOR
LICENSE, AMERICAN LEGION POST 566, BLUE HERON DAYS EVENTS**

WHEREAS, the American Legion Post 566 is planning community family events as part of the Blue Heron Days on August 15 & August 16, 2025 with set-up on August 14th and take down on August 17th; and,

WHEREAS, the event is being hosted at the American Legion; and,

WHEREAS, they have requested use of the City stage; and,

WHEREAS, they have submitted an application and certificate of insurance to be forwarded to the State for final approval for a temporary liquor license; and,

WHEREAS, the permit applications and plan for the event will be required to be in compliance with city code and regulations.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lino Lakes, Minnesota, that the City Council authorizes issuance of a Special Event Permit and Temporary Liquor License for submittal to the State for final approval, for the American Legion, Blue Heron Days event, with set-up and take-down the day before and after the event. An alternative date in 2025 may be approved by the City Administrator in the event of inclement weather. Approval is contingent on approval by the police and fire departments, and compliance with all city regulations, completed application, any required insurance policies, and payment of any fees.

Adopted by the Council of the City of Lino Lakes this 28th day of July 2025.

Rob Rafferty, Mayor

ATTEST:

Roberta Colotti, CMC
City Clerk

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

STAFF ORIGINATOR: Roberta Colotti, City Clerk

MEETING DATE July 28, 2025

AGENDA ITEM: Approval of Exempt Gambling Permits

VOTE REQUIRED: Simple Majority

INTRODUCTION

The Minnesota Department of Public Safety, Alcohol and Gambling Enforcement division issues Exempt Permits to nonprofit organizations that conduct lawful gambling on five or fewer days and that award less than \$50,000 in prizes during a calendar year. This is not a regular gambling permit which requires a City Council resolution. Instead, the City is asked to acknowledge the permit with either; no waiting period, require a 30-day waiting period or deny the application.

BACKGROUND

The City is in receipt of the following applications:

- Declan Raverty Memorial Scholarship, Raffle at Trapper's Bar & Grill (August 9, 2025)
- Church of St. Joseph of the Lake, Raffle (November 25, 2025)

RECOMMENDATION

Motion to acknowledge and approve the application for Exempt and Excluded Gambling Permit for the Declan Raverty Memorial Scholarship and Church of St. Joseph of the Lake, as presented, with no waiting period.

ATTACHMENTS

None

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

STAFF ORIGINATOR: Katie Larsen, City Planner

MEETING DATE: July 28, 2025

TOPIC: Erickson Property (7590 20th Avenue)

- i. Consider 2nd Reading of Ordinance No. 13-25 Approving Zoning Ordinance Map Amendment (Rezoning) from R, Rural to R-2, Two Family Residential
- ii. Consider Resolution No. 25-100 Approving Summary Publication of Ordinance No. 13-25

VOTE REQUIRED: Simple Majority

INTRODUCTION

Staff is requesting City Council consideration of the above noted items.

BACKGROUND

The applicant, Hampton Companies, submitted a land use application for rezoning and preliminary plat for a residential subdivision called Erickson Property. The applicant proposes to subdivide the existing lot located at 7590 20th Avenue into 14 single family lots.

The City Council approved the 1st reading of the rezoning ordinance on July 14, 2025.

The Findings of Fact are detailed in Ordinance No. 13-25.

RECOMMENDATION

Staff recommends approval of the above noted ordinance and resolution.

ATTACHMENTS

1. Ordinance No. 13-25
2. Resolution No. 25-100

1 st Reading: July 14, 2025	Website Notice: July 16, 2025
2 nd Reading: July 28, 2025	Publication: August 5, 2025
Adoption: July 28, 2025	Effective: September 4, 2025

CITY OF LINO LAKES ORDINANCE NO. 13-25

ORDINANCE TO REZONE CERTAIN REAL PROPERTY FROM R, RURAL TO R-2, TWO FAMILY RESIDENTIAL FOR ERICKSON PROPERTY (7590 20TH AVENUE)

The City Council of Lino Lakes ordains:

Section 1: Findings of Fact

1. The City received a Land Use Application to rezone certain property from R, Rural to R-2, Two-Family Residential.
2. The Planning and Zoning Board held a public hearing on June 11, 2025.
3. Per City Code Section 1007.015 (4):

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

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

The rezoning is consistent with the 2040 Comprehensive Plan.

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

The rezoning is compatible with present and future residential land uses of the area.

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

Erickson Property conforms with all performance standards with minor revisions.

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

Erickson Property can be accommodated with existing public services and will not overburden the city's service capacity

5. Traffic generation by the proposed action is within capabilities of streets serving the property as described in § [1007.020](#)(4)(d) of this chapter.

Traffic generated by the Erickson Property is within the capabilities of the streets serving the property.

Section 2: Amendment

The Zoning Ordinance of the City of Lino Lakes is hereby amended to rezone the following described property from R, Rural to R-2, Two Family Residential.

Section 3: Legal Description

The property is legally described as:

The North 660 feet of the West 440 feet of the Northwest Quarter of the Northwest Quarter of Section 13, Township 31, Range 22, except the North 150 feet thereof, Anoka County, Minnesota.

Section 4: Development Regulations

The development shall conform to the plans, requirements, and conditions of approval as listed in Council Resolution No. 25-93.

Section 5: Effect

This ordinance shall be in force and effect from and after its passage and publication according to the Lino Lakes City Charter and upon the filing of the ordinance.

Section 6: Contingency

The rezoning provided for by this ordinance is contingent on the filing of Erickson Property final plat. Should the final plat not be filed, the rezoning provided by this ordinance shall be null and void.

Adopted by the Lino Lakes City Council this 28th day of July, 2025.

Rob Rafferty, Mayor

ATTEST:

Roberta Colotti, CMC
City Clerk

**CITY OF LINO LAKES
RESOLUTION NO. 25-100**

**RESOLUTION APPROVING SUMMARY OF
ORDINANCE NO. 13-25 FOR PUBLICATION**

WHEREAS, the City Council has approved the first and second readings of Ordinance No. 13-25 amending City Code Chapter 1007: Zoning Code; and

WHEREAS, Ordinance No. 13-25 is lengthy and Minn. Statute 412.191 provides for a city to publish a summary of an ordinance; and

WHEREAS, the City Council determines that the summary clearly informs the public of the intent and effect of the ordinance; and

WHEREAS, the publication in the official newspaper will include a notice that a full printed copy of the ordinance is available at City Hall.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Lino Lakes, Minnesota that the summary of Ordinance No. 13-25, attached hereto as Exhibit A, for publication according to State Law and City Charter is approved.

Adopted by the City Council of the City of Lino Lakes this 28th day of July, 2025.

Rob Rafferty, Mayor

ATTEST:

Roberta Colotti, CMC, City Clerk

EXHIBIT A

CITY OF LINO LAKES

SUMMARY OF ORDINANCE NO. 13-25 TO REZONE CERTAIN REAL PROPERTY FROM R, RURAL TO R-2, TWO FAMILY FOR ERICKSON PROPERTY (7590 20TH AVENUE)

The City Council of Lino Lakes ordains:

Section 1. The Lino Lakes City Code Chapter 1007: Zoning Code has been amended to rezone the property located in the future plat of Erickson Property (7590 20th Avenue) from R, Rural to R-2, Two Family Residential.

Passed by the Lino Lakes City Council on July 28, 2025.

This is a summary of the adopted ordinance. A full printed copy of the ordinance is available at City Hall or on the City's website at <https://linolakes.us/163/City-Code-Zoning-Ordinances>.

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

STAFF ORIGINATOR: Diane Hankee PE, City Engineer

MEETING DATE: July 28, 2025

TOPIC: Consider Ordinance No. 14-25, Amending City Code Chapter 218.01 (10)(e) Relating to Special Connection Fees

VOTE REQUIRED: Simple Majority

INTRODUCTION

Staff is requesting council consideration to amend City Code Chapter 218.01 (10)(e) for special connection fees.

BACKGROUND

On June 10, 2025 the City Council accepted the Feasibility Study's for the 2024/2025 Street Reconstruction and Sewer and Water Extension Project for both the Colonial Woods and Pine Haven neighborhoods. The funding identified a special connection fee for each neighborhood as follows:

- i. Colonial Woods
 - Sewer \$4,000
 - Water \$3,908
 - Total \$7,908
- ii. Pine Haven
 - Sewer \$2,647
 - Water \$3,280
 - Total \$5,927

The sanitary sewer and watermain have now been installed and tested and ready for connection. The next step is establish the special connection fee.

RECOMMENDATION

Staff is recommending approval of the 1st Reading of Ordinance No. 14-25 amending City Code Section 218.10 (10)(e) relating to special connection fees.

ATTACHMENTS

1. Ordinance No. 14-25

1 st Reading:	Website Notice:
2 nd Reading:	Publication:
Adoption:	Effective:

**CITY OF LINO LAKES
ORDINANCE NO. 14-25**

**AN ORDINANCE Amending City Code Chapter 218.01 (10) (e)
Relating to Special Connection Fees**

The City Council of Lino Lakes ordains:

Section 1. City Code Chapter 218.01 (10)(e) Relating to City Trunk Utility Connection Fees is hereby amended to include the following:

3. Special Connection Fees

In addition to the charges above, the following projects shall have special connection fees:

2025 Street Reconstruction and Municipal Sewer and Water Extension (Per Feasibility Report, dated June 10, 2024)

- i. Colonial Woods
 - Sewer \$4,000
 - Water \$3,908
- ii. Pine Haven
 - Sewer \$2,647
 - Water \$3,280

Adopted by the Lino Lakes City Council this 11th day of August, 2025.

Rob Rafferty, Mayor

ATTEST:

Roberta Colotti, CMC, City Clerk