

EXPANDED AGENDA



CITY COUNCIL AGENDA

Monday, February 14, 2022

6:30 p.m.

(Scheduled to be broadcast on Channel 16)

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

COUNCIL WORK SESSION, 6:00 P.M.

Council Chambers (not televised)

1. Review Regular Agenda
2. The Rookery Hiring Update, Meg Sawyer

CITY COUNCIL MEETING, 6:30 P.M.

- Call to Order and Roll Call - **Ruhland, Stoesz, Cavegn, Lyden, Rafferty were present**
- Pledge of Allegiance
- Open Mike / Public Comment *(in person or received in writing prior to meeting)*
There were no comments
- Setting the Agenda: Addition or Deletion of Agenda Items
The agenda was accepted as presented

1. CONSENT AGENDA

- A) Consideration of Expenditures:
 - i) February 14, 2022 (Check No. 115813 through 115920) in the Amount of \$962,072.38
- B) Consider Approval of January 24, 2022 Council Work Session Minutes
- C) Consider Approval of January 24, 2022 Council Meeting Minutes
- ~~D) Consider Resolution No. 22-XX, Approving Settlement Agreement with Peltier Lake LLC, NE Lino Drainage Area Improvement Project, Michael Grochala~~
- E) Consider Resolution No. 22-22, Electing the Standard Allowance Available under the Revenue Loss Provision of the American Rescue Plan Act
- F) Consider Adopting Capital Asset Policy
- G) Consider Approval of Operating Hours and Membership Rates for The Rookery Activity Center
- H) Consider Approval of Settlement Agreement, St. Clair Land Company
- I) Consider Approval of Monetary Donation from Coss Family Foundation
- J) Consider Approval of Blakely LaCroix to the Economic Development Advisory Committee

- K) Consider Approval of Resolution 22-25, Individual Massage License for Chanel Littleton, Allure Salon
- L) Consider Approval of Civic Complex Renovation Expenditures
Action Taken: Motion by Ruhland, seconded by Cavegn, to approve Consent Agenda Items 1A through 1L, as presented, was adopted

2. FINANCE DEPARTMENT REPORT

None

3. ADMINISTRATION DEPARTMENT REPORT

- A) Consider Approval of the 2022 Pay Equity Report, Sarah Cotton
Action Taken: Motion by Lyden, seconded by Ruhland, to approve the report as presented, was adopted
- B) Consider the Appointment of Community Service Officer, Meg Sawyer
Action Taken: Motion by Stoesz, seconded by Ruhland, to approve the appointment of Amanda Ulvenes as recommended, was adopted
- C) Consider the Appointment of Public Works Superintendent, Meg Sawyer
Action Taken: Motion by Ruhland, seconded by Cavegn, to approve the appointment of Justin Williams as recommended, was adopted
- D) Consider the Appointment of Utilities Maintenance Worker, Meg Sawyer
Action Taken: Motion by Cavegn, seconded by Lyden, to approve the appointment of Gavin Anderson as recommended, was adopted
- E) Consider the Appointment of Police Officer, Meg Sawyer
Action Taken: Motion by Ruhland, seconded by Lyden, to approve the appointment of Matthew Reineke as recommended, was adopted

4. PUBLIC SAFETY DEPARTMENT REPORT

- A) Consider acceptance of Shield 616 Donation, John Swenson
Action Taken: Motion by Lyden, seconded by Stoesz, to accept the donation as requested, was adopted

5. PUBLIC SERVICES DEPARTMENT REPORT

- A) Consider Approval of Resolution No. 22-24, Accepting bids, Awarding a Construction Contract, Water Tower No. 2 Reconditioning Project, Diane Hankee
Action Taken: Motion by Cavegn, seconded by Ruhland, to approve Resolution No. 22-24 as recommended, was adopted

6. COMMUNITY DEVELOPMENT REPORT

- A) NorthPointe 8th Addition and NorthPointe Garden Estates, Katie Larsen
 - i) Consider Approval of Resolution No. 22-16 Approving PUD Final Plan/Final Plat

- ii) Consider Approval of Resolution No. 22-17 Approving Development Agreement

Action Taken: Motion by Stoesz, seconded by Lyden, to approve Resolution No. 22-16 as presented, was adopted

Action Taken: Motion by Stoesz, seconded by Lyden, to approve Resolution No. 22-17 as presented, was adopted

- B) 2022 Street Rehabilitation Project, Diane Hankee

- i) Consider Approval of Resolution No. 22-20, Accepting bids, Awarding a Construction Contract

- ii) Consider Approval of Resolution No. 22-21, Approving Construction Services Contract with WSB & Associates

Action Taken: Motion by Cavegn, seconded by Ruhland, to approve Resolution No. 22-20 as presented, was adopted

Action Taken: Motion by Cavegn, seconded by Ruhland, to approve Resolution No. 22-21 as presented, was adopted

- C) Consider Approval of Resolution No. 22-23, Order Project, Approve the Plans and Specifications and Authorize the Ad for Bid, 2022 East Shadow Lake Drive Utility Project, Diane Hankee

Action Taken: Motion by Stoesz, seconded by Ruhland, to approve Resolution No. 22-23 including seeking an alternate in the bidding process, was adopted

7. UNFINISHED BUSINESS





None

8. NEW BUSINESS

Update on The Rookery Activity Center, Sarah Cotton

Adjournment

Motion by Ruhland, seconded by Lyden, to adjourn at 7:25 p.m. was adopted

| <i>Community Calendar – A Look Ahead</i> | | |
|--|---------------------------|----------------------|
| February 14, 2022 through February 28, 2022 | | |
|  Monday, February 21 | CITY HALL CLOSED | President’s Day |
|  Wednesday, February 23 | 6:30 pm, Council Chambers | Environmental Board |
|  Monday, February 28 | 6:00 pm, Community Room | Council Work Session |
|  Monday, February 28 | 6:30 pm, Council Chambers | City Council Meeting |

Updated 2/11/2022



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City Administrator: Sarah Cotton*

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- D) Consider the Appointment of Utilities Maintenance Worker, Meg Sawyer
- E) Consider the Appointment of Police Officer, Meg Sawyer

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7. UNFINISHED BUSINESS

None

8. NEW BUSINESS

None

Adjournment

Community Calendar – A Look Ahead
February 14, 2022 through February 28, 2022

| | | |
|--------------------------|---------------------------|----------------------|
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| ✚ Wednesday, February 23 | 6:30 pm, Council Chambers | Environmental Board |
| ✚ Monday, February 28 | 6:00 pm, Community Room | Council Work Session |
| ✚ Monday, February 28 | 6:30 pm, Council Chambers | City Council Meeting |

WORK SESSION STAFF REPORT
Work Session Item No. 2

Date: February 14, 2022
To: City Council
From: Meg Sawyer, Human Resources and Communications Manager
Re: The Rookery Hiring Update

Background

Staff has been working to identify key positions for the Rookery Activity Center. With the assistance of the Isaac Sports Group’s Feasibility Study, we were able to develop a list of key full time positions to hire:

- Activity Center Manager – Lisa Lamey
- Activity Center Coordinator (2)
- Aquatics Supervisor
- Admin/Accounting/Human Resources
- Building Maintenance/Operations Supervisor
- Building Maintenance/Custodial Worker (2)

We are currently interviewing six candidates for the Aquatics Supervisor. We are accepting applications for two Activity Center Coordinator positions. We are in the process of developing positions descriptions and wage scales for the rest of the full time positions.

In addition to those full-time positions, we are also developing positions descriptions and wage scales for the following part-time positions:

- Front Desk Worker(s)
- Child Watch Lead
- Child Watch Worker(s)
- Recreation Programming
- Custodial/Maintenance Worker(s)
- Head Lifeguard
- Lifeguards
- Swim Instructors

Requested Council Direction

For discussion purposes only



Expenditures

February 14, 2022

Check #115813 to #115920

\$962,072.38

Accounts Payable

Check Detail

User: Jessica.Eller
Printed: 02/11/2022 - 10:14AM



| Check Number | Check Date | | Amount |
|--|---|--------------------------|----------|
| 100 - Bureau of Criminal Apprehension Line Item Account | | | |
| 115834 | 02/14/2022 | | |
| Inv | 00000685372 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 12/31/2021 | Replace Check #115730 - CJDN Access Fee | 101-420-4410-000 | 390.00 |
| Inv 00000685372 Total | | | 390.00 |
| 115834 Total: | | | 390.00 |
| 100 - Bureau of Criminal Apprehension Total: | | | 390.00 |
| 1104 - Walters Recycling & Refuse Line Item Account | | | |
| 115915 | 02/14/2022 | | |
| Inv | January 2022 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/10/2022 | Trash & Recycling | 101-432-4384-501 | 34.51 |
| 01/10/2022 | Trash & Recycling | 101-432-4384-502 | 99.40 |
| 01/10/2022 | Organic Recycling | 101-462-4410-000 | 76.70 |
| 01/10/2022 | Trash & Recycling | 101-432-4384-500 | 248.47 |
| 01/10/2022 | Organic Recycling | 101-462-4410-000 | 61.36 |
| 01/10/2022 | Trash & Recycling | 202-451-4384-000 | 129.42 |
| 01/10/2022 | Trash & Recycling | 101-450-4384-000 | 0.00 |
| 01/10/2022 | Organic Recycling | 101-462-4410-000 | 76.70 |
| 01/10/2022 | Organic Recycling | 101-462-4410-000 | 64.90 |
| 01/10/2022 | Trash & Recycling | 101-432-4384-503 | 343.12 |
| Inv January 2022 Total | | | 1,134.58 |
| 115915 Total: | | | 1,134.58 |
| 1104 - Walters Recycling & Refuse Total: | | | 1,134.58 |
| 115 - Centennial Utilities Line Item Account | | | |
| 115838 | 02/14/2022 | | |
| Inv | 129 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/18/2022 | 1st Quarter 2022 Utilities | 601-494-4382-000 | 469.95 |
| 01/18/2022 | 1st Quarter 2022 Utilities | 602-495-4382-000 | 207.48 |
| Inv 129 Total | | | 677.43 |

| Check Number | Check Date | | Amount |
|--|---|--------------------------|-----------|
| 115838 Total: | | | 677.43 |
| 115 - Centennial Utilities Total: | | | 677.43 |
| 1163 - Cargill, Inc. Line Item Account | | | |
| 115836 | 02/14/2022 | | |
| Inv | 2906800228 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/11/2022 | Deicer 261,460 LB | 101-430-4228-000 | 14,606.46 |
| Inv 2906800228 Total | | | 14,606.46 |
| Inv | 2906804607 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/12/2022 | Deicer 165,620 LB | 101-430-4228-000 | 9,252.36 |
| Inv 2906804607 Total | | | 9,252.36 |
| 115836 Total: | | | 23,858.82 |
| 1163 - Cargill, Inc. Total: | | | 23,858.82 |
| 1169 - Meridian Energy Products Line Item Account | | | |
| 115888 | 02/14/2022 | | |
| Inv | 2201101 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/13/2022 | Disconnect and cover wiring for downed street light | 101-430-4385-000 | 112.00 |
| Inv 2201101 Total | | | 112.00 |
| 115888 Total: | | | 112.00 |
| 1169 - Meridian Energy Products Total: | | | 112.00 |
| 117 - Central Pension Fund Line Item Account 101-000-2040-000 | | | |
| 115813 | 01/21/2022 | | |
| Inv | January2022 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/31/2022 | January Central Pension Fund | 101-000-2040-000 | 4,992.00 |
| Inv January2022 Total | | | 4,992.00 |
| 115813 Total: | | | 4,992.00 |
| 117 - Central Pension Fund Total: | | | 4,992.00 |

1177 - Innovative Office Solutions LLC Line Item Account

| | | | |
|--|------------------------------|--------------------------|--------|
| 115873 | 02/14/2022 | | |
| Inv | IN3583499 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 12/09/2021 | Toner, tape, scissor, pen | 101-420-4200-000 | 321.04 |
| Inv IN3583499 Total | | | 321.04 |
| Inv | IN3653248 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/31/2022 | Hand sanitizer | 101-420-4211-000 | 32.14 |
| Inv IN3653248 Total | | | 32.14 |
| 115873 Total: | | | 353.18 |
| 1177 - Innovative Office Solutions LLC Total: | | | 353.18 |

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

| | | | |
|---------------------------------|------------------------------|--------------------------|--------|
| 115839 | 02/14/2022 | | |
| Inv | 6517843659805 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/10/2022 | Phone & Internet Services | 101-432-4321-503 | 60.22 |
| Inv 6517843659805 Total | | | 60.22 |
| Inv | 7637869015785 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/10/2022 | Phone & Internet Services | 202-451-4321-000 | 63.57 |
| Inv 7637869015785 Total | | | 63.57 |
| 115839 Total: | | | 123.79 |
| 121 - CenturyLink Total: | | | 123.79 |

1224 - Lano Equipment Line Item Account

| | | | |
|-----------------------|------------------------------|--------------------------|--------|
| 115877 | 02/14/2022 | | |
| Inv | 02-888602 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/13/2022 | BPA - Rod | 101-431-4221-000 | 210.56 |
| Inv 02-888602 Total | | | 210.56 |
| 115877 Total: | | | 210.56 |

| Check Number | Check Date | | Amount |
|--|---|--------------------------|----------|
| 1224 - Lano Equipment Total: | | | 210.56 |
| 1278 - Core & Main LP Line Item Account | | | |
| 115844 | 02/14/2022 | | |
| Inv | Q168624 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/17/2022 | Meters | 601-494-4215-000 | 602.00 |
| Inv Q168624 Total | | | 602.00 |
| 115844 Total: | | | 602.00 |
| 1278 - Core & Main LP Total: | | | 602.00 |
| 129 - City of Blaine Line Item Account | | | |
| 115840 | 02/14/2022 | | |
| Inv | 6228 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/20/2022 | 1st Quarter 2022 Utilities | 601-494-4382-000 | 768.07 |
| 01/20/2022 | 1st Quarter 2022 Utilities | 602-495-4382-000 | 1,860.00 |
| 01/20/2022 | 1st Quarter 2022 Utilities | 601-000-2140-000 | 70.47 |
| Inv 6228 Total | | | 2,698.54 |
| 115840 Total: | | | 2,698.54 |
| 129 - City of Blaine Total: | | | 2,698.54 |
| 13 - AFLAC Line Item Account 101-000-2040-000 | | | |
| 115823 | 02/14/2022 | | |
| Inv | 870745 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 02/04/2022 | Insurance Premiums | 101-000-2040-000 | 310.22 |
| Inv 870745 Total | | | 310.22 |
| 115823 Total: | | | 310.22 |
| 13 - AFLAC Total: | | | 310.22 |
| 136 - City of Roseville Line Item Account | | | |
| 115841 | 02/14/2022 | | |
| Inv | 0230662 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/13/2022 | NetMotion Licenses - Schmidt | 403-450-4240-000 | 297.00 |
| 01/13/2022 | NetMotion Licenses - Christofferson, Thoma, Eller | 403-407-4240-000 | 891.00 |

| Check Number | Check Date | | Amount |
|--|--|--------------------------|-----------|
| Inv 0230662 | Total | | 1,188.00 |
| Inv 0230664 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/13/2022 | Laserfiche License - J. Eller | 403-407-4240-000 | 964.68 |
| Inv 0230664 | Total | | 964.68 |
| Inv 0230698 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 02/01/2022 | February IT Services | 602-495-4310-000 | 1,781.52 |
| 02/01/2022 | February IT Services | 603-496-4310-000 | 712.61 |
| 02/01/2022 | February IT Services | 101-407-4310-000 | 14,030.73 |
| 02/01/2022 | February IT Services | 601-494-4310-000 | 1,781.52 |
| Inv 0230698 | Total | | 18,306.38 |
| 115841 | Total: | | 20,459.06 |
| 136 - City of Roseville Total: | | | 20,459.06 |
| 138 - City of St. Paul Line Item Account | | | |
| 115842 | 02/14/2022 | | |
| Inv IN48116 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 12/27/2021 | Asphalt Mix | 101-430-4224-000 | 195.42 |
| Inv IN48116 | Total | | 195.42 |
| 115842 | Total: | | 195.42 |
| 138 - City of St. Paul Total: | | | 195.42 |
| 14 - AFSCME Council #5 Line Item Account 101-000-2040-000 | | | |
| 115815 | 02/04/2022 | | |
| Inv | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 02/02/2022 | PR Batch 00001.02.2022 Union Dues AFSCME | 101-000-2040-000 | 537.60 |
| Inv | Total | | 537.60 |
| 115815 | Total: | | 537.60 |
| 14 - AFSCME Council #5 Total: | | | 537.60 |
| 1402 - A.X. Lino Lakes L.P. Line Item Account | | | |
| 115820 | 02/14/2022 | | |

| Check Number | Check Date | | Amount |
|---|---|--------------------------|------------|
| Inv | 01/27/2021 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/27/2021 | TIF Pay-As-You-Go 2nd Half Settlement 2021 | 419-531-4404-000 | 102,095.00 |
| Inv 01/27/2021 Total | | | 102,095.00 |
| 115820 Total: | | | 102,095.00 |
| 1402 - A.X. Lino Lakes L.P. Total: | | | 102,095.00 |
| 1410 - Rupp, Anderson, Squires & Waldspurger, P.A. Line Item Account | | | |
| 115903 | 02/14/2022 | | |
| Inv | 14261 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/14/2022 | October Legal - Vaquero Ventures Land Sale | 101-415-4300-000 | 48.00 |
| 01/14/2022 | October Legal - DNR Water Appropriation Permit Contested | 601-494-4300-000 | 1,240.00 |
| 01/14/2022 | October Legal - NE Drainage Area Phase 1 | 422-499-4301-125 | 64.00 |
| 01/14/2022 | October Legal - Miscellaneous | 101-414-4301-000 | 499.60 |
| Inv 14261 Total | | | 1,851.60 |
| Inv | 14346 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/25/2022 | November Legal - Miscellaneous | 101-414-4301-000 | 2,293.00 |
| 01/25/2022 | November Legal - DNR Water Appropriation Permit Contested | 406-499-4301-000 | 620.00 |
| 01/25/2022 | November Legal - Belland Farms | 801-000-2300-000 | 630.00 |
| 01/25/2022 | November Legal - NE Drainage Area Phase 1 | 422-499-4301-125 | 32.00 |
| 01/25/2022 | November Legal - Watermark 4th Addition | 801-000-2327-103 | 450.00 |
| 01/25/2022 | November Legal - Vaquera Ventures Land Sale | 101-415-4300-000 | 16.00 |
| Inv 14346 Total | | | 4,041.00 |
| Inv | 14347 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/25/2022 | December Legal - Miscellaneous | 101-414-4301-000 | 187.60 |
| 01/25/2022 | December Legal - Vaquero Ventures Land Sale | 101-415-4300-000 | 48.00 |
| 01/25/2022 | December Legal - NE Drainage Area Phase 1 | 422-499-4301-125 | 224.00 |
| 01/25/2022 | December Legal - DNR Water Appropriation Permit Contested | 406-499-4301-000 | 280.00 |
| 01/25/2022 | December Legal - Lake Amelia Woods, MTO Properties, Garden Ap | 801-000-2300-000 | 990.00 |
| 01/25/2022 | December Legal - Watermark 4th Addition | 801-000-2327-103 | 67.50 |
| Inv 14347 Total | | | 1,797.10 |
| 115903 Total: | | | 7,689.70 |
| 1410 - Rupp, Anderson, Squires & Waldspurger, P.A. Total: | | | 7,689.70 |
| 1442 - GovOffice LLC Line Item Account | | | |
| 115862 | 02/14/2022 | | |

| Check Number | Check Date | | Amount |
|---|------------------------------|--------------------------|----------|
| Inv | INV221938 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 02/08/2022 | Annual Hosting Fee | 101-402-4410-000 | 2,425.00 |
| Inv | INV221938 Total | | 2,425.00 |
| 115862 Total: | | | 2,425.00 |
| 1442 - GovOffice LLC Total: | | | 2,425.00 |
| 1450 - Occupational Health Centers of MN, P.C. Line Item Account | | | |
| 115897 | 02/14/2022 | | |
| Inv | 103502568 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/11/2022 | New Hire Testing | 101-402-4300-000 | 31.50 |
| Inv | 103502568 Total | | 31.50 |
| Inv | 103505633 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/13/2022 | New Hire Testing | 101-402-4300-000 | 31.50 |
| Inv | 103505633 Total | | 31.50 |
| 115897 Total: | | | 63.00 |
| 1450 - Occupational Health Centers of MN, P.C. Total: | | | 63.00 |
| 1458 - Fidelity Security Life Insurance Co. Line Item Account 101-000-2048-000 | | | |
| 115854 | 02/14/2022 | | |
| Inv | 165142362 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 02/01/2022 | February Vision Insurance | 101-000-2048-000 | 100.69 |
| Inv | 165142362 Total | | 100.69 |
| 115854 Total: | | | 100.69 |
| 1458 - Fidelity Security Life Insurance Co. Total: | | | 100.69 |
| 1463 - Menards - Blaine Line Item Account | | | |
| 115886 | 02/14/2022 | | |
| Inv | 27961 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/21/2022 | Thermometer, entry mat | 601-494-4211-000 | 37.41 |
| Inv | 27961 Total | | 37.41 |

| Check Number | Check Date | | Amount |
|--|-------------------------------------|--------------------------|----------|
| Inv 27962 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/21/2022 | Lubricants for Rookery | 202-451-4211-301 | 35.41 |
| Inv 27962 Total | | | 35.41 |
| 115886 Total: | | | 72.82 |
| 1463 - Menards - Blaine Total: | | | 72.82 |
| 1544 - Capital City Firefighter's Association Line Item Account | | | |
| 115835 | 02/14/2022 | | |
| Inv 103 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/19/2022 | 2022 Membership dues - D. L'Allier | 101-421-4452-000 | 50.00 |
| Inv 103 Total | | | 50.00 |
| 115835 Total: | | | 50.00 |
| 1544 - Capital City Firefighter's Association Total: | | | 50.00 |
| 1547 - Baker Tilly Municipal Advisors, LLC Line Item Account | | | |
| 115830 | 02/14/2022 | | |
| Inv BTMA13054 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/28/2022 | 2021 Continuing Disclosure Services | 344-470-4300-000 | 200.00 |
| 01/28/2022 | 2021 Continuing Disclosure Services | 337-470-4300-000 | 200.00 |
| 01/28/2022 | 2021 Continuing Disclosure Services | 338-470-4300-000 | 200.00 |
| 01/28/2022 | 2021 Continuing Disclosure Services | 345-470-4300-000 | 200.00 |
| 01/28/2022 | 2021 Continuing Disclosure Services | 336-470-4300-000 | 200.00 |
| 01/28/2022 | 2021 Continuing Disclosure Services | 332-470-4300-000 | 200.00 |
| 01/28/2022 | 2021 Continuing Disclosure Services | 343-470-4300-000 | 200.00 |
| 01/28/2022 | 2021 Continuing Disclosure Services | 335-470-4300-000 | 200.00 |
| 01/28/2022 | 2021 Continuing Disclosure Services | 341-470-4300-000 | 200.00 |
| 01/28/2022 | 2021 Continuing Disclosure Services | 339-470-4300-000 | 200.00 |
| Inv BTMA13054 Total | | | 2,000.00 |
| 115830 Total: | | | 2,000.00 |
| 1547 - Baker Tilly Municipal Advisors, LLC Total: | | | 2,000.00 |
| 1578 - Springbrook Holding Company, LLC Line Item Account | | | |
| 115909 | 02/14/2022 | | |
| Inv TM INV-004915 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |

| Check Number | Check Date | | Amount |
|--|---|--------------------------|----------|
| 01/13/2022 | Import New Storm Water Utility Accounts | 422-499-4300-000 | 1,924.25 |
| | Inv TM INV-004915 Total | | 1,924.25 |
| 115909 Total: | | | 1,924.25 |
| 1578 - Springbrook Holding Company, LLC Total: | | | 1,924.25 |
| 1593 - Shred-it, c/o Stericycle, Inc. Line Item Account | | | |
| 115906 | 02/14/2022 | | |
| Inv | 8000751621 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/03/2022 | Document destruction | 101-402-4410-000 | 28.05 |
| 01/03/2022 | Document destruction | 101-420-4410-000 | 56.10 |
| | Inv 8000751621 Total | | 84.15 |
| 115906 Total: | | | 84.15 |
| 1593 - Shred-it, c/o Stericycle, Inc. Total: | | | 84.15 |
| 16 - Aid Electric Corporation Line Item Account | | | |
| 115824 | 02/14/2022 | | |
| Inv | 68326 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/12/2022 | Repair lights in PD | 101-432-4300-503 | 215.78 |
| | Inv 68326 Total | | 215.78 |
| Inv | 68505 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/21/2022 | Repair lights in Burster room | 101-432-4300-503 | 267.00 |
| | Inv 68505 Total | | 267.00 |
| 115824 Total: | | | 482.78 |
| 16 - Aid Electric Corporation Total: | | | 482.78 |
| 1668 - Marsden Bldg Maintenance, LLC Line Item Account | | | |
| 115882 | 02/14/2022 | | |
| Inv | 358131 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/20/2022 | January Janitorial Services | 101-432-4410-503 | 4,048.80 |
| | Inv 358131 Total | | 4,048.80 |

| Check Number | Check Date | | Amount |
|---|--|--------------------------|----------|
| Inv 358132 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/20/2022 | January Janitorial Services | 101-432-4410-500 | 1,096.83 |
| Inv 358132 Total | | | 1,096.83 |
| Inv 358133 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/20/2022 | January Janitorial Services | 101-432-4410-501 | 663.16 |
| Inv 358133 Total | | | 663.16 |
| Inv 358134 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/20/2022 | January Janitorial Services | 101-432-4410-502 | 726.41 |
| Inv 358134 Total | | | 726.41 |
| 115882 Total: | | | 6,535.20 |
| 1668 - Marsden Bldg Maintenance, LLC Total: | | | 6,535.20 |
| 167 - Dalco, Inc. Line Item Account | | | |
| 115846 | 02/14/2022 | | |
| Inv 3872299 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 12/20/2021 | Hand wash, can liners, sanitary liners | 202-451-4211-000 | 546.13 |
| Inv 3872299 Total | | | 546.13 |
| Inv 3887465 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/26/2022 | Toilet tissue, face tissue, garbage can liners | 101-432-4200-000 | 1,472.40 |
| Inv 3887465 Total | | | 1,472.40 |
| 115846 Total: | | | 2,018.53 |
| 167 - Dalco, Inc. Total: | | | 2,018.53 |
| 1708 - Landbridge Ecological Line Item Account | | | |
| 115876 | 02/14/2022 | | |
| Inv 994 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 12/31/2021 | Foxborough 2021 Mgmt | 810-499-4410-000 | 8,414.00 |
| Inv 994 Total | | | 8,414.00 |

| Check Number | Check Date | | Amount |
|--|--|--------------------------|----------|
| 115876 Total: | | | 8,414.00 |
| 1708 - Landbridge Ecological Total: | | | 8,414.00 |
| 1722 - Minnesota Fire Service Certification Board Line Item Account | | | |
| 115892 | 02/14/2022 | | |
| Inv | 9538 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 12/15/2021 | Instructor 1 Certification Exam - L. Evens, C. Menne, D. Riley | 101-421-4300-000 | 360.00 |
| Inv 9538 Total | | | 360.00 |
| 115892 Total: | | | 360.00 |
| 1722 - Minnesota Fire Service Certification Board Total: | | | 360.00 |
| 1749 - Huebsch Services Line Item Account | | | |
| 115870 | 02/14/2022 | | |
| Inv | 20047586 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 12/31/2021 | Mats | 101-432-4410-501 | 264.45 |
| 12/31/2021 | Mats | 202-451-4410-000 | 398.04 |
| 12/31/2021 | Mats | 101-432-4410-503 | 496.89 |
| 12/31/2021 | Mats | 101-432-4410-502 | 116.14 |
| 12/31/2021 | Shop Towels | 101-431-4211-000 | 161.00 |
| Inv 20047586 Total | | | 1,436.52 |
| 115870 Total: | | | 1,436.52 |
| 1749 - Huebsch Services Total: | | | 1,436.52 |
| 175 - Delta Dental of Minnesota Line Item Account | | | |
| 115847 | 02/14/2022 | | |
| Inv | February 2022 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 02/01/2022 | Dental Insurance Premiums | 601-494-4134-000 | 115.73 |
| 02/01/2022 | Dental Insurance Premiums | 602-495-4134-000 | 115.73 |
| 02/01/2022 | Dental Insurance Premiums | 101-462-4134-000 | 8.99 |
| 02/01/2022 | Dental Insurance Premiums | 101-421-4134-000 | 65.16 |
| 02/01/2022 | Dental Insurance Premiums | 101-000-2044-000 | 1,163.48 |
| 02/01/2022 | Dental Insurance Premiums | 101-451-4134-000 | 10.11 |
| 02/01/2022 | Dental Insurance Premiums | 101-420-4134-000 | 1,058.36 |
| 02/01/2022 | Dental Insurance Premiums | 101-431-4134-000 | 98.88 |
| 02/01/2022 | Dental Insurance Premiums | 101-463-4134-000 | 11.24 |
| 02/01/2022 | Dental Insurance Premiums | 101-422-4134-000 | 89.88 |
| 02/01/2022 | Dental Insurance Premiums | 101-461-4134-000 | 13.47 |
| 02/01/2022 | Dental Insurance Premiums | 101-402-4134-000 | 89.89 |
| 02/01/2022 | Dental Insurance Premiums | 101-000-2040-000 | 370.46 |

| Check Number | Check Date | | Amount |
|--|---------------------------------------|--------------------------|-----------|
| 02/01/2022 | Dental Insurance Premiums | 101-418-4134-000 | 44.94 |
| 02/01/2022 | Dental Insurance Premiums | 101-450-4134-000 | 147.19 |
| 02/01/2022 | Dental Insurance Premiums | 202-451-4134-000 | 29.21 |
| 02/01/2022 | Dental Insurance Premiums | 101-416-4134-000 | 44.94 |
| 02/01/2022 | Dental Insurance Premiums | 101-407-4134-000 | 101.11 |
| 02/01/2022 | Dental Insurance Premiums | 603-496-4134-000 | 13.49 |
| 02/01/2022 | Dental Insurance Premiums | 101-430-4134-000 | 188.75 |
| Inv February 2022 Total | | | 3,781.01 |
| 115847 Total: | | | 3,781.01 |
| 175 - Delta Dental of Minnesota Total: | | | 3,781.01 |
| 1761 - T-Mobile USA Inc Line Item Account | | | |
| 115913 | 02/14/2022 | | |
| Inv | January 2022 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/21/2022 | Cell Phone/Wi-Fi Service | 601-494-4321-000 | 83.06 |
| 01/21/2022 | Cell Phone/Wi-Fi Service | 602-495-4321-000 | 83.07 |
| 01/21/2022 | Cell Phone/Wi-Fi Service | 101-430-4321-000 | 92.39 |
| 01/21/2022 | Cell Phone/Wi-Fi Service | 101-422-4321-000 | 148.82 |
| 01/21/2022 | Cell Phone/Wi-Fi Service | 101-450-4321-000 | 50.13 |
| 01/21/2022 | Cell Phone/Wi-Fi Service | 101-461-4321-000 | 29.00 |
| Inv January 2022 Total | | | 486.47 |
| 115913 Total: | | | 486.47 |
| 1761 - T-Mobile USA Inc Total: | | | 486.47 |
| 1762 - LEAST Services/Counseling, LLC Line Item Account | | | |
| 115879 | 02/14/2022 | | |
| Inv | 590 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/05/2022 | Counseling Services - December | 101-420-4300-000 | 75.00 |
| 01/05/2022 | Counseling Services - December | 101-421-4300-000 | 75.00 |
| Inv 590 Total | | | 150.00 |
| 115879 Total: | | | 150.00 |
| 1762 - LEAST Services/Counseling, LLC Total: | | | 150.00 |
| 1783 - Edina Painting Company Line Item Account | | | |
| 115850 | 02/14/2022 | | |
| Inv | 1877 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/19/2022 | Paint gym, activity center, kids area | 202-451-4300-301 | 29,100.00 |

| Check Number | Check Date | | Amount |
|---|--------------------------------------|--------------------------|-----------|
| Inv 1877 Total | | | 29,100.00 |
| Inv 1878 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 02/02/2022 | Paint office area, common areas | 202-451-4300-301 | 17,850.00 |
| Inv 1878 Total | | | 17,850.00 |
| 115850 Total: | | | 46,950.00 |
| 1783 - Edina Painting Company Total: | | | 46,950.00 |
| 1805 - DSGW Line Item Account | | | |
| 115848 | 02/14/2022 | | |
| Inv 021121.00-4 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 12/17/2021 | RAC Renovation Consultation Services | 202-451-4300-301 | 1,605.00 |
| Inv 021121.00-4 Total | | | 1,605.00 |
| 115848 Total: | | | 1,605.00 |
| 1805 - DSGW Total: | | | 1,605.00 |
| 1816 - Recreation Supply Co., Inc Line Item Account | | | |
| 115902 | 02/14/2022 | | |
| Inv 448599 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 12/31/2021 | Racing lane line, lane reel, clock | 202-451-4240-301 | 6,835.38 |
| Inv 448599 Total | | | 6,835.38 |
| Inv 450794 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/28/2022 | U.S.C.G Ring Buoy | 202-451-4240-301 | 242.25 |
| Inv 450794 Total | | | 242.25 |
| 115902 Total: | | | 7,077.63 |
| 1816 - Recreation Supply Co., Inc Total: | | | 7,077.63 |
| 1818 - L J Level Construction, Inc Line Item Account | | | |
| 115875 | 02/14/2022 | | |
| Inv 4007 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |

| Check Number | Check Date | | Amount |
|---|---------------------------------------|--------------------------|-----------|
| 01/20/2022 | Birthday Party Room - Charge Order #1 | 202-451-4300-301 | 8,613.50 |
| Inv 4007 Total | | | 8,613.50 |
| 115875 Total: | | | 8,613.50 |
| 1818 - L J Level Construction, Inc Total: | | | 8,613.50 |
| 1826 - Endurance Fitness of MN, LLC Line Item Account | | | |
| 115852 | 02/14/2022 | | |
| Inv | February 2022 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 02/01/2022 | February 2022 EF Monthly Fee | 202-451-4410-000 | 12,500.00 |
| Inv February 2022 Total | | | 12,500.00 |
| 115852 Total: | | | 12,500.00 |
| 1826 - Endurance Fitness of MN, LLC Total: | | | 12,500.00 |
| 1827 - All State Communications, Inc Line Item Account | | | |
| 115825 | 02/14/2022 | | |
| Inv | 323531 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/25/2022 | Fiber installation | 202-451-4300-301 | 2,853.00 |
| Inv 323531 Total | | | 2,853.00 |
| 115825 Total: | | | 2,853.00 |
| 1827 - All State Communications, Inc Total: | | | 2,853.00 |
| 1828 - Cornerstone Utility Construction, Inc Line Item Account | | | |
| 115845 | 02/14/2022 | | |
| Inv | 2898 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/13/2022 | Fiber Extension | 202-451-4300-301 | 45,650.00 |
| Inv 2898 Total | | | 45,650.00 |
| 115845 Total: | | | 45,650.00 |
| 1828 - Cornerstone Utility Construction, Inc Total: | | | 45,650.00 |
| 1829 - SMC Construction LLC Line Item Account | | | |
| 115908 | 02/14/2022 | | |

| Check Number | Check Date | | Amount |
|--|---|--------------------------|---------|
| Inv | 01/19/2022 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/19/2022 | Refund for Permit #2022-00044 | 101-000-3250-000 | 63.20 |
| Inv 01/19/2022 Total | | | 63.20 |
| 115908 Total: | | | 63.20 |
| 1829 - SMC Construction LLC Total: | | | 63.20 |
| 1832 - McGough Construction Co. LLC Line Item Account | | | |
| 115884 | 02/14/2022 | | |
| Inv | 2/4/2022 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 02/04/2022 | Water Meter Rental Return - Meter #60597242 | 601-000-3855-000 | -180.00 |
| 02/04/2022 | Water Meter Rental Refund - Meter #70257939 | 601-000-3714-000 | -150.00 |
| 02/04/2022 | Water Meter Rental Return - Meter #60597242 | 601-000-3714-000 | -175.00 |
| 02/04/2022 | Water Meter Rental Refund - Meter #70257939 | 801-000-2301-000 | 600.00 |
| 02/04/2022 | Water Meter Rental Return - Meter #60597242 | 801-000-2301-000 | 100.00 |
| 02/04/2022 | Water Meter Rental Refund - Meter #70257939 | 601-000-3855-000 | -135.00 |
| Inv 2/4/2022 Total | | | 60.00 |
| 115884 Total: | | | 60.00 |
| 1832 - McGough Construction Co. LLC Total: | | | 60.00 |
| 1833 - Carlson, Matthew Line Item Account | | | |
| 115837 | 02/14/2022 | | |
| Inv | 01/08/2022 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/08/2022 | Oil for patrol snowmobile for safety training | 101-420-4211-000 | 27.83 |
| Inv 01/08/2022 Total | | | 27.83 |
| 115837 Total: | | | 27.83 |
| 1833 - Carlson, Matthew Total: | | | 27.83 |
| 1834 - Active911, Inc Line Item Account | | | |
| 115821 | 02/14/2022 | | |
| Inv | 374956 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/21/2022 | Traditional subscription for an agency | 101-421-4410-000 | 507.00 |
| Inv 374956 Total | | | 507.00 |

| Check Number | Check Date | | Amount |
|--|--|--------------------------|----------|
| 115821 | Total: | | 507.00 |
| 1834 - Active911, Inc Total: | | | 507.00 |
| 1835 - HMS Health LLC Line Item Account | | | |
| 115868 | 02/14/2022 | | |
| Inv | 20167 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/31/2022 | PM services on 9 AED's and 1 Cardiac Monitor | 101-420-4410-000 | 330.00 |
| 01/31/2022 | PM services on 9 AED's and 1 Cardiac Monitor | 101-421-4410-000 | 330.00 |
| Inv 20167 | Total | | 660.00 |
| 115868 | Total: | | 660.00 |
| 1835 - HMS Health LLC Total: | | | 660.00 |
| 187 - Earl F. Andersen Line Item Account | | | |
| 115849 | 02/14/2022 | | |
| Inv | 0128386-IN | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 11/19/2021 | Blind Child Area Sign | 101-430-4223-000 | 141.25 |
| Inv 0128386-IN | Total | | 141.25 |
| 115849 | Total: | | 141.25 |
| 187 - Earl F. Andersen Total: | | | 141.25 |
| 193 - Emergency Automotive Technologies Line Item Account | | | |
| 115851 | 02/14/2022 | | |
| Inv | OAK21144 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 11/22/2021 | Build-out #623 | 402-421-5000-000 | 9,671.12 |
| Inv OAK21144 | Total | | 9,671.12 |
| 115851 | Total: | | 9,671.12 |
| 193 - Emergency Automotive Technologies Total: | | | 9,671.12 |
| 2 - 1st Choice Document Destruction Line Item Account | | | |
| 115819 | 02/14/2022 | | |
| Inv | 22-2240 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/15/2022 | 3800 pounds of paper & cardboard recycled | 101-462-4410-000 | 600.00 |

| Check Number | Check Date | | Amount |
|--------------|------------|--|--------|
| | | Inv 22-2240 Total | 600.00 |
| | | 115819 Total: | 600.00 |
| | | 2 - 1st Choice Document Destruction Total: | 600.00 |
| | | 204 - Factory Motor Parts Company Line Item Account | |
| 115853 | 02/14/2022 | Inv 159-062135 | |
| | | <u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u> | |
| | | 01/12/2022 Poly-V Belts #600 101-431-4221-000 | 16.00 |
| | | Inv 159-062135 Total | 16.00 |
| | | Inv 159-062440 | |
| | | <u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u> | |
| | | 01/19/2022 Battery #413 101-431-4221-000 | 277.00 |
| | | Inv 159-062440 Total | 277.00 |
| | | Inv 1-7337075 | |
| | | <u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u> | |
| | | 01/12/2022 Returned control part #600 101-431-4221-000 | -14.43 |
| | | Inv 1-7337075 Total | -14.43 |
| | | 115853 Total: | 278.57 |
| | | 204 - Factory Motor Parts Company Total: | 278.57 |
| | | 212 - Finance & Commerce, Inc. Line Item Account | |
| 115855 | 02/14/2022 | Inv 745281427 | |
| | | <u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u> | |
| | | 01/07/2022 Rookery Improvement Project Bids/Construction 202-451-4340-000 | 243.78 |
| | | Inv 745281427 Total | 243.78 |
| | | Inv 745285743 | |
| | | <u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u> | |
| | | 01/11/2022 2022 Street Rehabilitation Project Bids/Construction 421-499-4340-142 | 246.20 |
| | | Inv 745285743 Total | 246.20 |
| | | 115855 Total: | 489.98 |

| Check Number | Check Date | | Amount |
|---|---|--------------------------|--------|
| 212 - Finance & Commerce, Inc. Total: | | | 489.98 |
| 216 - First Advantage Occ. Line Item Account | | | |
| 115856 | 02/14/2022 | | |
| Inv | 2507072112 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 12/31/2021 | Drug Testing | 101-402-4300-000 | 75.26 |
| Inv 2507072112 Total | | | 75.26 |
| 115856 Total: | | | 75.26 |
| 216 - First Advantage Occ. Total: | | | 75.26 |
| 225 - Frattallone's/Circle Pines Ace Line Item Account | | | |
| 115857 | 02/14/2022 | | |
| Inv | 076781/G | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/26/2022 | Toilet bowl cleaner | 101-450-4211-000 | 19.56 |
| Inv 076781/G Total | | | 19.56 |
| Inv | 076785/G | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/26/2022 | Batteries for door alarms | 202-451-4211-301 | 33.94 |
| Inv 076785/G Total | | | 33.94 |
| 115857 Total: | | | 53.50 |
| 225 - Frattallone's/Circle Pines Ace Total: | | | 53.50 |
| 227 - Freimuth Enterprises, LLC Line Item Account | | | |
| 115858 | 02/14/2022 | | |
| Inv | December 2021 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/14/2022 | Dec 2021 Recycling Saturday - 20341 LBS | 101-462-4410-000 | 375.00 |
| Inv December 2021 Total | | | 375.00 |
| Inv | November 2021 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/14/2022 | Nov 2021 Recycling Saturday - 28919 LBS | 101-462-4410-000 | 375.00 |
| Inv November 2021 Total | | | 375.00 |
| 115858 Total: | | | 750.00 |

| Check Number | Check Date | | Amount |
|--|--------------------------------------|--------------------------|----------|
| 227 - Freimuth Enterprises, LLC Total: | | | 750.00 |
| 233 - GDO Law Line Item Account 101-414-4303-000 | | | |
| 115859 | 02/14/2022 | | |
| Inv | 8188 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 02/01/2022 | February Prosecutor Contract | 101-414-4303-000 | 8,750.00 |
| Inv 8188 Total | | | 8,750.00 |
| 115859 Total: | | | 8,750.00 |
| 233 - GDO Law Total: | | | 8,750.00 |
| 236 - Gillund Enterprises, Inc. Line Item Account | | | |
| 115860 | 02/14/2022 | | |
| Inv | 884730 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/12/2022 | Rust penetrant, carb cleaner | 101-431-4221-000 | 251.96 |
| Inv 884730 Total | | | 251.96 |
| 115860 Total: | | | 251.96 |
| 236 - Gillund Enterprises, Inc. Total: | | | 251.96 |
| 244 - Gopher State One-Call Line Item Account | | | |
| 115861 | 02/14/2022 | | |
| Inv | 2000539 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/31/2022 | 2022 Annual Facility Operator Fee | 602-495-4410-000 | 25.00 |
| 01/31/2022 | 2022 Annual Facility Operator Fee | 601-494-4410-000 | 25.00 |
| Inv 2000539 Total | | | 50.00 |
| 115861 Total: | | | 50.00 |
| 244 - Gopher State One-Call Total: | | | 50.00 |
| 249 - Grainger Line Item Account | | | |
| 115863 | 02/14/2022 | | |
| Inv | 9181517633 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/18/2022 | Toolbox for new utilities truck #512 | 602-495-5000-000 | 305.71 |
| 01/18/2022 | Toolbox for new utilities truck #512 | 601-494-5000-000 | 305.71 |

| Check Number | Check Date | | Amount |
|---|--|--------------------------|-----------|
| Inv 9181517633 | Total | | 611.42 |
| | | | <hr/> |
| 115863 | Total: | | 611.42 |
| | | | <hr/> |
| 249 - Grainger | Total: | | 611.42 |
| 258 - H&L Mesabi Company Line Item Account | | | |
| 115865 | 02/14/2022 | | |
| Inv | 09443 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/13/2022 | Plow wing cutting edges | 101-431-4221-000 | 1,100.00 |
| Inv 09443 | Total | | 1,100.00 |
| | | | <hr/> |
| 115865 | Total: | | 1,100.00 |
| | | | <hr/> |
| 258 - H&L Mesabi Company | Total: | | 1,100.00 |
| 270 - Hauglies, Inc. Line Item Account | | | |
| 115866 | 02/14/2022 | | |
| Inv | 13432 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/31/2022 | Removed and replaced carpet - Fitness area | 202-451-4300-301 | 37,968.60 |
| Inv 13432 | Total | | 37,968.60 |
| | | | <hr/> |
| 115866 | Total: | | 37,968.60 |
| | | | <hr/> |
| 270 - Hauglies, Inc. | Total: | | 37,968.60 |
| 271 - Hawkins, Inc. Line Item Account | | | |
| 115867 | 02/14/2022 | | |
| Inv | 6106995 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/20/2022 | Chlorine and LPC-5 | 601-494-4222-000 | 5,457.37 |
| Inv 6106995 | Total | | 5,457.37 |
| | | | <hr/> |
| Inv | 6107326 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/21/2022 | Chlorine Cylinders | 601-494-4222-000 | 85.00 |
| Inv 6107326 | Total | | 85.00 |
| | | | <hr/> |
| 115867 | Total: | | 5,542.37 |

| Check Number | Check Date | | Amount |
|---|---|--------------------------|----------|
| 271 - Hawkins, Inc. Total: | | | 5,542.37 |
| 294 - Hotsy Equipment of Minnesota Line Item Account | | | |
| 115869 | 02/14/2022 | | |
| Inv | 11840 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/25/2022 | Bulk soap | 101-431-4211-000 | 193.05 |
| Inv | 11840 Total | | 193.05 |
| Inv | 11841 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/25/2022 | Bulk soap, thermostat, nozzle, clamp hose | 101-431-4211-000 | 437.84 |
| Inv | 11841 Total | | 437.84 |
| 115869 Total: | | | 630.89 |
| 294 - Hotsy Equipment of Minnesota Total: | | | 630.89 |
| 298 - Hugo Equipment Company Line Item Account | | | |
| 115871 | 02/14/2022 | | |
| Inv | 176430 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/13/2022 | Air filter for pole saw | 101-431-4221-000 | 5.99 |
| Inv | 176430 Total | | 5.99 |
| Inv | 176581 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/21/2022 | Chainsaw chain | 101-430-4211-000 | 37.98 |
| Inv | 176581 Total | | 37.98 |
| 115871 Total: | | | 43.97 |
| 298 - Hugo Equipment Company Total: | | | 43.97 |
| 306 - Image Printing & Graphics, Inc Line Item Account | | | |
| 115872 | 02/14/2022 | | |
| Inv | 160311 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 12/06/2021 | Business Cards - R. DeGardner | 101-432-4200-000 | 31.50 |
| Inv | 160311 Total | | 31.50 |
| 115872 Total: | | | 31.50 |

| | |
|--|-------|
| 306 - Image Printing & Graphics, Inc Total: | 31.50 |
|--|-------|

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

| | | | | |
|---------------|-----------------------|---|--------------------------|--------|
| 115816 | 02/04/2022 | | | |
| | Inv | | | |
| | <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| | 02/02/2022 | PR Batch 00001.02.2022 Union Dues 49ers | 101-000-2040-000 | 560.00 |
| | Inv Total | | | 560.00 |
| 115816 Total: | | | | 560.00 |

| | |
|---|--------|
| 312 - International Union Total: | 560.00 |
|---|--------|

338 - Kennedy & Graven, Chartered Line Item Account

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|---------------|-----------------------|--------------------------------|--------------------------|--------|
| 115874 | 02/14/2022 | | | |
| | Inv | 165527 | | |
| | <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| | 01/14/2022 | TIF Special Legislation Review | 417-499-4301-000 | 112.75 |
| | 01/14/2022 | TIF Special Legislation Review | 418-499-4301-000 | 112.75 |
| | 01/14/2022 | Data Practices | 101-415-4300-000 | 41.00 |
| | Inv 165527 Total | | | 266.50 |
| 115874 Total: | | | | 266.50 |

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|---|--------|
| 338 - Kennedy & Graven, Chartered Total: | 266.50 |
|---|--------|

35 - Anoka County Chiefs of Police Association Line Item Account

| | | | | |
|---------------|-----------------------|------------------------------|--------------------------|--------|
| 115826 | 02/14/2022 | | | |
| | Inv | 01/11/2022 | | |
| | <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| | 01/11/2022 | 2021 Meeting Expenses | 101-420-4330-000 | 215.40 |
| | Inv 01/11/2022 Total | | | 215.40 |
| 115826 Total: | | | | 215.40 |

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|--|--------|
| 35 - Anoka County Chiefs of Police Association Total: | 215.40 |
|--|--------|

365 - Law Enforcement Labor Services Line Item Account 101-000-2040-000

| | | | | |
|--------|-----------------------|--|--------------------------|----------|
| 115817 | 02/04/2022 | | | |
| | Inv | | | |
| | <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| | 02/02/2022 | PR Batch 00001.02.2022 Union Dues LELS | 101-000-2040-000 | 1,430.00 |

| Check Number | Check Date | | Amount |
|--------------|------------|---|--|
| | | Inv Total | 1,430.00 |
| | | 115817 Total: | 1,430.00 |
| | | 365 - Law Enforcement Labor Services Total: | 1,430.00 |
| | | 369 - League of Minnesota Cities Line Item Account | |
| 115878 | 02/14/2022 | Inv 356059 | |
| | | <u>Line Item Date</u> | <u>Line Item Description</u> |
| | | 01/01/2022 | PATROL Subscription |
| | | <u>Line Item Account</u> | |
| | | 101-420-4330-000 | 2,340.00 |
| | | Inv 356059 Total | 2,340.00 |
| | | Inv 357689 | |
| | | <u>Line Item Date</u> | <u>Line Item Description</u> |
| | | 01/11/2022 | MN Cities Stormwater Coalition Contributions |
| | | <u>Line Item Account</u> | |
| | | 422-499-4300-000 | 1,000.00 |
| | | Inv 357689 Total | 1,000.00 |
| | | 115878 Total: | 3,340.00 |
| | | 369 - League of Minnesota Cities Total: | 3,340.00 |
| | | 394 - Macqueen Equipment, Inc. Line Item Account | |
| 115880 | 02/14/2022 | Inv P01282 | |
| | | <u>Line Item Date</u> | <u>Line Item Description</u> |
| | | 11/19/2021 | Head harness, SCBA quick fill adapter |
| | | <u>Line Item Account</u> | |
| | | 101-421-4211-000 | 682.17 |
| | | Inv P01282 Total | 682.17 |
| | | Inv P01488 | |
| | | <u>Line Item Date</u> | <u>Line Item Description</u> |
| | | 01/18/2022 | Firefighter boots |
| | | <u>Line Item Account</u> | |
| | | 101-421-4370-000 | 1,943.34 |
| | | Inv P01488 Total | 1,943.34 |
| | | Inv P06187 | |
| | | <u>Line Item Date</u> | <u>Line Item Description</u> |
| | | 12/21/2021 | Firefighting foam |
| | | <u>Line Item Account</u> | |
| | | 101-421-4211-000 | 950.00 |
| | | Inv P06187 Total | 950.00 |
| | | Inv P34141 | |
| | | <u>Line Item Date</u> | <u>Line Item Description</u> |
| | | 04/13/2021 | Right dirt shoe/clamp #252 |
| | | <u>Line Item Account</u> | |
| | | 101-431-4221-000 | 123.98 |
| | | Inv P34141 Total | 123.98 |

| Check Number | Check Date | | Amount |
|---|---|--------------------------|------------------|
| Inv | P37964 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 10/20/2021 | Hub cap #252 | 101-431-4221-000 | 11.31 |
| Inv P37964 Total | | | 11.31 |
| 115880 Total: | | | 3,710.80 |
| 394 - Macqueen Equipment, Inc. Total: | | | 3,710.80 |
| 399 - Mansfield Oil Company Line Item Account 101-431-4212-000 | | | |
| 115881 | 02/14/2022 | | |
| Inv | 22898274 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/07/2022 | Gasoline - 1,697 gallons | 101-431-4212-000 | 4,637.96 |
| Inv 22898274 Total | | | 4,637.96 |
| Inv | 22898310 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/07/2022 | Diesel - 1201 gallons | 101-431-4212-000 | 3,510.62 |
| Inv 22898310 Total | | | 3,510.62 |
| Inv | 22949477 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/26/2022 | Gasoline - 1,601 gallons | 101-431-4212-000 | 4,600.84 |
| Inv 22949477 Total | | | 4,600.84 |
| 115881 Total: | | | 12,749.42 |
| 399 - Mansfield Oil Company Total: | | | 12,749.42 |
| 404 - Martin-McAllister Line Item Account | | | |
| 115883 | 02/14/2022 | | |
| Inv | 14370 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 12/31/2021 | Public Safety Assessment - M. DuBois & B. Kisch | 101-402-4300-000 | 1,100.00 |
| Inv 14370 Total | | | 1,100.00 |
| 115883 Total: | | | 1,100.00 |
| 404 - Martin-McAllister Total: | | | 1,100.00 |

416 - Medica Line Item Account

115885 02/14/2022

Inv February 2022

| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
|-----------------------|------------------------------|--------------------------|-----------|
| 01/12/2022 | Health Insurance Premiums | 101-420-4131-000 | 17,757.67 |
| 01/12/2022 | Health Insurance Premiums | 601-494-4131-000 | 1,494.23 |
| 01/12/2022 | Health Insurance Premiums | 101-422-4131-000 | 2,375.70 |
| 01/12/2022 | Health Insurance Premiums | 101-430-4131-000 | 2,552.72 |
| 01/12/2022 | Health Insurance Premiums | 101-463-4131-000 | 142.68 |
| 01/12/2022 | Health Insurance Premiums | 101-416-4131-000 | 570.72 |
| 01/12/2022 | Health Insurance Premiums | 101-418-4131-000 | 570.73 |
| 01/12/2022 | Health Insurance Premiums | 602-495-4131-000 | 1,494.22 |
| 01/12/2022 | Health Insurance Premiums | 101-402-4131-000 | 570.73 |
| 01/12/2022 | Health Insurance Premiums | 101-451-4131-000 | 224.86 |
| 01/12/2022 | Health Insurance Premiums | 101-421-4131-000 | 1,537.25 |
| 01/12/2022 | Health Insurance Premiums | 603-496-4131-000 | 142.68 |
| 01/12/2022 | Health Insurance Premiums | 101-461-4131-000 | 171.22 |
| 01/12/2022 | Health Insurance Premiums | 202-451-4131-000 | 269.83 |
| 01/12/2022 | Health Insurance Premiums | 101-407-4131-000 | 2,206.76 |
| 01/12/2022 | Health Insurance Premiums | 101-000-2040-000 | 1,690.72 |
| 01/12/2022 | Health Insurance Premiums | 101-431-4131-000 | 2,025.35 |
| 01/12/2022 | Health Insurance Premiums | 101-462-4131-000 | 114.15 |
| 01/12/2022 | Health Insurance Premiums | 101-450-4131-000 | 1,366.32 |
| 01/12/2022 | Health Insurance Premiums | 101-000-2041-000 | 8,410.34 |

Inv February 2022 Total 45,688.88

115885 Total: 45,688.88

416 - Medica Total:

45,688.88

418 - Menards - Forest Lake Line Item Account

115887 02/14/2022

Inv 77686

| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
|-----------------------|------------------------------|--------------------------|------|
| 01/18/2022 | Bolts for hanging equipment | 101-421-4211-000 | 3.48 |

Inv 77686 Total 3.48

Inv 77822

| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
|-----------------------|------------------------------|--------------------------|-------|
| 01/20/2022 | Training supplies | 101-420-4330-000 | 81.18 |

Inv 77822 Total 81.18

Inv 77831

| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
|-----------------------|------------------------------|--------------------------|--------|
| 01/20/2022 | Hole saw, drillbit, adhesice | 202-451-4211-301 | 142.89 |

Inv 77831 Total 142.89

| Check Number | Check Date | | Amount |
|---|---|--------------------------|------------|
| Inv | 78157 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/26/2022 | Pipe and wrench ring set | 601-494-4211-000 | 56.50 |
| Inv 78157 Total | | | 56.50 |
| 115887 Total: | | | 284.05 |
| 418 - Menards - Forest Lake Total: | | | 284.05 |
| 420 - Met Council Environmental Services (SAC) Line Item Account | | | |
| 115889 | 02/14/2022 | | |
| Inv | Jan 2022 SAC | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/31/2022 | Jan 2022 SAC | 101-000-3414-000 | -2,584.40 |
| 01/31/2022 | Jan 2022 SAC | 101-000-2120-000 | 258,440.00 |
| Inv Jan 2022 SAC Total | | | 255,855.60 |
| 115889 Total: | | | 255,855.60 |
| 420 - Met Council Environmental Services (SAC) Total: | | | 255,855.60 |
| 421 - Metro Sales Incorporated Line Item Account | | | |
| 115890 | 02/14/2022 | | |
| Inv | INV1952235 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 12/21/2021 | Copier Maintenance Contract Ricoh/MP C307 Color Copier | 101-432-4410-500 | 88.53 |
| Inv INV1952235 Total | | | 88.53 |
| Inv | INV1959525 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/04/2022 | Copier Maintenance Contract Ricoh/MP 4055SP Copier | 101-420-4410-000 | 36.00 |
| Inv INV1959525 Total | | | 36.00 |
| Inv | INV1959529 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/04/2022 | Copier Maintenance Contract Ricoh/IM C2500 Color Copier | 101-432-4410-503 | 189.05 |
| Inv INV1959529 Total | | | 189.05 |
| Inv | INV1959530 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/04/2022 | Copier Maintenance Contract Ricoh/IM C6000 Color Copier | 101-432-4410-503 | 475.10 |
| Inv INV1959530 Total | | | 475.10 |

| Check Number | Check Date | | Amount |
|--|--|--------------------------|--------|
| Inv | INV1967518 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/17/2022 | Copier Maintenance Contract Ricoh/MP C307 Color Copier | 101-432-4410-500 | 90.44 |
| Inv | INV1967518 Total | | 90.44 |
| 115890 Total: | | | 879.12 |
| 421 - Metro Sales Incorporated Total: | | | 879.12 |
| 427 - Midway Ford Company Line Item Account | | | |
| 115891 | 02/14/2022 | | |
| Inv | 497053 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/12/2022 | Part #600 | 101-431-4221-000 | 22.26 |
| Inv | 497053 Total | | 22.26 |
| Inv | 499318 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/27/2022 | Mud flaps #512 | 101-431-4221-000 | 150.31 |
| Inv | 499318 Total | | 150.31 |
| 115891 Total: | | | 172.57 |
| 427 - Midway Ford Company Total: | | | 172.57 |
| 44 - Anoka County Treasury Office Line Item Account | | | |
| 115827 | 02/14/2022 | | |
| Inv | AR019405 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 12/31/2021 | 4th Quarter State Access Fee | 101-420-4410-000 | 900.00 |
| Inv | AR019405 Total | | 900.00 |
| Inv | AR019416 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 12/31/2021 | Dec 2021 Language Line | 101-420-4300-000 | 16.48 |
| Inv | AR019416 Total | | 16.48 |
| Inv | B220103L | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/06/2022 | Site 115 Jan 2022 CAC Flber | 101-432-4300-500 | 75.00 |
| 01/06/2022 | Site 116 Jan 2022 CAC Flber | 101-432-4300-501 | 75.00 |
| 01/06/2022 | Site 117 Jan 2022 CAC Flber | 101-432-4300-503 | 75.00 |
| Inv | B220103L Total | | 225.00 |

Inv B220118L

| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
|-----------------------|------------------------------|--------------------------|-------|
| 01/19/2022 | Site 115 Feb 2022 CAC Fiber | 101-432-4300-500 | 75.00 |
| 01/19/2022 | Site 116 Feb 2022 CAC Fiber | 101-432-4300-501 | 75.00 |
| 01/19/2022 | Site 117 Feb 2022 CAC Fiber | 101-432-4300-503 | 75.00 |

| | |
|--------------------|--------|
| Inv B220118L Total | 225.00 |
|--------------------|--------|

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|---------------|----------|
| 115827 Total: | 1,366.48 |
|---------------|----------|

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|---|-----------------|
| 44 - Anoka County Treasury Office Total: | 1,366.48 |
|---|-----------------|

455 - MN Metro North Tourism Board Line Item Account 101-415-4900-000

115893 02/14/2022

Inv December 2021

| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
|-----------------------|------------------------------|--------------------------|----------|
| 12/01/2021 | 95% of Hampton Inn Check | 101-415-4900-000 | 4,950.00 |

| | |
|-------------------------|----------|
| Inv December 2021 Total | 4,950.00 |
|-------------------------|----------|

| | |
|---------------|----------|
| 115893 Total: | 4,950.00 |
|---------------|----------|

| | |
|--|-----------------|
| 455 - MN Metro North Tourism Board Total: | 4,950.00 |
|--|-----------------|

469 - MRPA Line Item Account

115895 02/14/2022

Inv 10292

| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
|-----------------------|---------------------------------------|--------------------------|--------|
| 12/31/2021 | Job Posting - Activity Center Manager | 101-402-4340-000 | 225.00 |

| | |
|-----------------|--------|
| Inv 10292 Total | 225.00 |
|-----------------|--------|

Inv 10312

| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
|-----------------------|-----------------------------------|--------------------------|--------|
| 01/13/2022 | Job Posting - Aquatics Supervisor | 101-402-4340-000 | 225.00 |

| | |
|-----------------|--------|
| Inv 10312 Total | 225.00 |
|-----------------|--------|

| | |
|---------------|--------|
| 115895 Total: | 450.00 |
|---------------|--------|

| | |
|--------------------------|---------------|
| 469 - MRPA Total: | 450.00 |
|--------------------------|---------------|

479 - Nardini Fire Equipment Co Line Item Account

115896 02/14/2022

Inv IV00191991

| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
|-----------------------|------------------------------|--------------------------|--|
|-----------------------|------------------------------|--------------------------|--|

| Check Number | Check Date | | Amount |
|---|--|--------------------------|----------|
| 12/15/2021 | Fire extinguisher inspection | 101-432-4300-000 | 91.52 |
| Inv IV00191991 Total | | | 91.52 |
| Inv IV00192138 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 12/15/2021 | Fire extinguisher inspection and recharge | 101-432-4300-000 | 1,148.45 |
| Inv IV00192138 Total | | | 1,148.45 |
| Inv IV00195300 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/24/2022 | Fire extinguisher maintenance | 101-420-4211-000 | 177.46 |
| Inv IV00195300 Total | | | 177.46 |
| 115896 Total: | | | 1,417.43 |
| 479 - Nardini Fire Equipment Co Total: | | | 1,417.43 |
| 480 - NCPERS Group Life Insurance Line Item Account 101-000-2040-000 | | | |
| 115814 | 01/21/2022 | | |
| Inv January2022 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/31/2022 | January Insurance Premiums | 101-000-2040-000 | 272.00 |
| Inv January2022 Total | | | 272.00 |
| 115814 Total: | | | 272.00 |
| 480 - NCPERS Group Life Insurance Total: | | | 272.00 |
| 506 - Olson's Sewer Service, Inc. Line Item Account | | | |
| 115898 | 02/14/2022 | | |
| Inv 97047 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 12/29/2021 | Wastewater removal - 1189 Main Street Holding Tank | 101-430-4410-000 | 539.00 |
| Inv 97047 Total | | | 539.00 |
| 115898 Total: | | | 539.00 |
| 506 - Olson's Sewer Service, Inc. Total: | | | 539.00 |
| 509 - O'Reilly Automotive Stores Line Item Account | | | |
| 115899 | 02/14/2022 | | |

| Check Number | Check Date | | Amount |
|---|--|--------------------------|----------|
| Inv | 5914-188110 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/13/2022 | Fuel Filter #413 | 101-431-4221-000 | 33.22 |
| Inv 5914-188110 Total | | | 33.22 |
| 115899 Total: | | | 33.22 |
| 509 - O'Reilly Automotive Stores Total: | | | 33.22 |
| 53 - Aspen Equipment Company Line Item Account | | | |
| 115828 | 02/14/2022 | | |
| Inv | 10233808 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 12/16/2021 | Western Warranty Credit for Misc. Parts & Labor #268 | 101-431-4221-000 | -525.90 |
| Inv 10233808 Total | | | -525.90 |
| Inv | 1503442 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/04/2022 | Cutting edge kit #259 | 101-431-4221-000 | 424.60 |
| Inv 1503442 Total | | | 424.60 |
| Inv | 1504114 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/14/2022 | Headlamp control #506 | 101-431-4221-000 | 253.11 |
| Inv 1504114 Total | | | 253.11 |
| Inv | 183537 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/01/2022 | Plow installation #512 | 601-494-5000-000 | 4,054.50 |
| 01/01/2022 | Plow installation #512 | 602-495-5000-000 | 4,054.50 |
| Inv 183537 Total | | | 8,109.00 |
| 115828 Total: | | | 8,260.81 |
| 53 - Aspen Equipment Company Total: | | | 8,260.81 |
| 54 - Aspen Mills, Inc. Line Item Account | | | |
| 115829 | 02/14/2022 | | |
| Inv | 286706 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/10/2022 | Uniform allowance - K. Kraemer | 101-420-4370-000 | 245.00 |
| Inv 286706 Total | | | 245.00 |

| Check Number | Check Date | | Amount |
|-----------------------|--|--------------------------|--------|
| Inv 286914 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/10/2022 | Uniform allowance - Reserves | 101-420-4386-000 | 189.55 |
| Inv 286914 Total | | | 189.55 |
| Inv 286926 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/18/2022 | Uniform allowance - A. Richm | 101-420-4370-000 | 154.94 |
| Inv 286926 Total | | | 154.94 |
| Inv 286932 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/18/2022 | Uniform allowance - N. Hamann | 101-420-4370-000 | 153.85 |
| Inv 286932 Total | | | 153.85 |
| Inv 286965 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/11/2022 | Uniform allowance - Explorers | 101-420-4213-000 | 61.95 |
| Inv 286965 Total | | | 61.95 |
| Inv 287043 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/12/2022 | Uniform allowance - Department expense | 101-420-4370-000 | 849.00 |
| Inv 287043 Total | | | 849.00 |
| Inv 287150 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/14/2022 | Uniform allowance - Reserves | 101-420-4386-000 | 93.65 |
| Inv 287150 Total | | | 93.65 |
| Inv 287306 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/18/2022 | Uniform allowance - New Hire CSO | 101-420-4370-000 | 666.54 |
| Inv 287306 Total | | | 666.54 |
| Inv 287391 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/21/2022 | Uniform allowance - K. Mobraten | 101-420-4370-000 | 225.00 |
| Inv 287391 Total | | | 225.00 |
| Inv 287687 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/25/2022 | Uniform allowance - A. Hallin | 101-420-4370-000 | 219.00 |

| Check Number | Check Date | | Amount |
|--|---|--------------------------|----------|
| Inv 287687 | Total | | 219.00 |
| Inv 287779 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/26/2022 | Uniform allowance - W. Owens | 101-420-4370-000 | 18.85 |
| Inv 287779 | Total | | 18.85 |
| Inv 288153 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/31/2022 | Uniform allowance - New Hire S. Bonczek | 101-420-4370-000 | 6.00 |
| Inv 288153 | Total | | 6.00 |
| Inv 288163 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/31/2022 | Uniform allowance - A. Hallin | 101-420-4370-000 | 15.00 |
| Inv 288163 | Total | | 15.00 |
| 115829 | Total: | | 2,898.33 |
| 54 - Aspen Mills, Inc. Total: | | | 2,898.33 |
| 551 - Premium Waters, Inc. Line Item Account 101-432-4410-500 | | | |
| 115900 | 02/14/2022 | | |
| Inv 608417-12-21 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 12/31/2021 | Kandiyohi water | 101-432-4410-500 | 38.29 |
| Inv 608417-12-21 | Total | | 38.29 |
| 115900 | Total: | | 38.29 |
| 551 - Premium Waters, Inc. Total: | | | 38.29 |
| 552 - Press Publications, Inc. Line Item Account | | | |
| 115901 | 02/14/2022 | | |
| Inv 726161 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/13/2022 | AFB Street Rehab | 421-499-4340-142 | 258.00 |
| Inv 726161 | Total | | 258.00 |
| Inv 727269 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/27/2022 | Rehbein Public Hearing Notice | 801-000-2300-000 | 37.63 |

| Check Number | Check Date | | Amount |
|--|---|--------------------------|----------|
| Inv 727269 | Total | | 37.63 |
| Inv 727270 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/27/2022 | AFB Water Tower | 406-499-4340-000 | 193.50 |
| Inv 727270 | Total | | 193.50 |
| 115901 | Total: | | 489.13 |
| 552 - Press Publications, Inc. Total: | | | 489.13 |
| 588 - Safety-Kleen Systems, Inc. Line Item Account | | | |
| 115904 | 02/14/2022 | | |
| Inv | CN14110113 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/06/2022 | Solvent | 101-431-4211-000 | 50.42 |
| Inv CN14110113 | Total | | 50.42 |
| 115904 | Total: | | 50.42 |
| 588 - Safety-Kleen Systems, Inc. Total: | | | 50.42 |
| 609 - SHI International Corp Line Item Account | | | |
| 115905 | 02/14/2022 | | |
| Inv | B14511583 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 12/20/2021 | Microsoft Office Licenses - Rookery Staff | 202-451-4310-301 | 1,072.00 |
| Inv B14511583 | Total | | 1,072.00 |
| Inv | B14523241 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 12/22/2021 | Microsoft Office License - Building Inspector | 403-422-4240-000 | 268.00 |
| Inv B14523241 | Total | | 268.00 |
| 115905 | Total: | | 1,340.00 |
| 609 - SHI International Corp Total: | | | 1,340.00 |
| 643 - Storey Kenworthy/Matt Parrott Line Item Account | | | |
| 115910 | 02/14/2022 | | |
| Inv | PINV962177 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/07/2022 | 2021 W-2's & 1099's | 101-407-4200-000 | 254.70 |

| Check Number | Check Date | | Amount |
|--------------|------------|---|--------------------------------|
| | | Inv PINV962177 Total | 254.70 |
| | | 115910 Total: | 254.70 |
| | | 643 - Storey Kenworthy/Matt Parrott Total: | 254.70 |
| | | 645 - Streicher's, Inc. Line Item Account | |
| 115911 | 02/14/2022 | | |
| | | Inv I1546261 | |
| | | <u>Line Item Date</u> | <u>Line Item Description</u> |
| | | 01/15/2022 | Uniform Allowance - K. Sinna |
| | | <u>Line Item Account</u> | |
| | | 101-420-4370-000 | 368.96 |
| | | Inv I1546261 Total | 368.96 |
| | | Inv I1546263 | |
| | | <u>Line Item Date</u> | <u>Line Item Description</u> |
| | | 01/15/2022 | Uniform Allowance - M. Carlson |
| | | <u>Line Item Account</u> | |
| | | 101-420-4370-000 | 336.93 |
| | | Inv I1546263 Total | 336.93 |
| | | Inv I1548475 | |
| | | <u>Line Item Date</u> | <u>Line Item Description</u> |
| | | 01/27/2022 | Uniform Allowance - K. Sinna |
| | | <u>Line Item Account</u> | |
| | | 101-420-4370-000 | 157.97 |
| | | Inv I1548475 Total | 157.97 |
| | | 115911 Total: | 863.86 |
| | | 645 - Streicher's, Inc. Total: | 863.86 |
| | | 656 - TDS Metrocom MN Line Item Account | |
| 115912 | 02/14/2022 | | |
| | | Inv 651-464-1150 | |
| | | <u>Line Item Date</u> | <u>Line Item Description</u> |
| | | 01/13/2022 | Phone Services |
| | | <u>Line Item Account</u> | |
| | | 101-432-4321-000 | 200.67 |
| | | 01/13/2022 | Phone Services |
| | | 601-494-4321-000 | 39.12 |
| | | Inv 651-464-1150 Total | 239.79 |
| | | 115912 Total: | 239.79 |
| | | 656 - TDS Metrocom MN Total: | 239.79 |
| | | 671 - Trans Union LLC Line Item Account | |
| 115914 | 02/14/2022 | | |

| Check Number | Check Date | | Amount |
|---|--------------------------------------|--------------------------|----------|
| Inv | 01205839 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/25/2022 | Background Checks | 101-420-4410-000 | 32.34 |
| Inv 01205839 Total | | | 32.34 |
| | | | <hr/> |
| 115914 Total: | | | 32.34 |
| | | | <hr/> |
| 671 - Trans Union LLC Total: | | | 32.34 |
| 729 - Winnick Supply, Inc. Line Item Account | | | |
| 115916 | 02/14/2022 | | |
| Inv | 445065 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 12/09/2021 | | 101-432-4211-503 | 33.00 |
| Inv 445065 Total | | | 33.00 |
| | | | <hr/> |
| 115916 Total: | | | 33.00 |
| | | | <hr/> |
| 729 - Winnick Supply, Inc. Total: | | | 33.00 |
| 731 - Wipers & Wipes, Inc. Line Item Account | | | |
| 115917 | 02/14/2022 | | |
| Inv | OE-589091-1 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/12/2022 | Can Liners | 101-450-4211-000 | 149.70 |
| Inv OE-589091-1 Total | | | 149.70 |
| | | | <hr/> |
| 115917 Total: | | | 149.70 |
| | | | <hr/> |
| 731 - Wipers & Wipes, Inc. Total: | | | 149.70 |
| 733 - WSB & Associates, Inc. Line Item Account | | | |
| 115918 | 02/14/2022 | | |
| Inv | 0-002988-560-42 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/25/2022 | December Saddle Club 4th Addition | 801-000-2359-102 | 138.00 |
| Inv 0-002988-560-42 Total | | | 138.00 |
| Inv R-012365-000-35 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/25/2022 | December Lyngblomsten Senior Housing | 801-000-2363-102 | 1,176.00 |
| Inv R-012365-000-35 Total | | | 1,176.00 |

Inv R-012468-000-30

| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
|-----------------------|-----------------------------------|--------------------------|--------|
| 01/25/2022 | December Lino Lakes Storage Admin | 801-000-2344-103 | 164.00 |

Inv R-012468-000-30 Total 164.00

Inv R-013091-000-38

| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
|-----------------------|------------------------------|--------------------------|--------|
| 01/25/2022 | December Water Tower No. 3 | 406-499-4304-127 | 846.00 |

Inv R-013091-000-38 Total 846.00

Inv R-013578-000-8

| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
|-----------------------|-----------------------------------|--------------------------|-------|
| 01/25/2022 | December Traffic Safety Committee | 101-417-4300-000 | 61.00 |

Inv R-013578-000-8 Total 61.00

Inv R-014757-000-25

| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
|-----------------------|---------------------------------|--------------------------|--------|
| 01/25/2022 | December Watermark 2nd Addition | 801-000-2388-102 | 276.00 |

Inv R-014757-000-25 Total 276.00

Inv R-015306-000-25

| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
|-----------------------|------------------------------|--------------------------|--------|
| 01/25/2022 | December Nadeau Acres | 801-000-2338-102 | 371.00 |

Inv R-015306-000-25 Total 371.00

Inv R-016591-000-15

| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
|-----------------------|--|--------------------------|--------|
| 01/25/2022 | December Birch Street Watermain Improvements | 406-499-4304-136 | 164.00 |

Inv R-016591-000-15 Total 164.00

Inv R-017006-000-15

| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
|-----------------------|---|--------------------------|----------|
| 01/25/2022 | December 2021 Street Improvements Project | 421-499-4304-137 | 8,164.75 |

Inv R-017006-000-15 Total 8,164.75

Inv R-017210-000-11

| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
|-----------------------|--------------------------------------|--------------------------|----------|
| 01/25/2022 | December Market Place Dr Realignment | 420-499-4304-141 | 1,880.00 |

Inv R-017210-000-11 Total 1,880.00

Inv R-017363-000-13

| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
|-----------------------|------------------------------|--------------------------|--|
|-----------------------|------------------------------|--------------------------|--|

| Check Number | Check Date | | Amount |
|---------------------------|--|--------------------------|-----------|
| 01/25/2022 | December Watermark 4th Addition | 801-000-2327-102 | 18,371.50 |
| Inv R-017363-000-13 Total | | | 18,371.50 |
| Inv R-017371-000-12 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/25/2022 | December General Engineering Services | 101-417-4410-000 | 5,180.00 |
| 01/25/2022 | December General Engineering Services | 601-494-4304-000 | 1,110.00 |
| 01/25/2022 | December General Engineering Services | 602-495-4304-000 | 1,110.00 |
| Inv R-017371-000-12 Total | | | 7,400.00 |
| Inv R-017372-000-12 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/25/2022 | December Miscellaneous Escrow Account | 101-417-4300-000 | 451.00 |
| Inv R-017372-000-12 Total | | | 451.00 |
| Inv R-017374-000-12 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/25/2022 | December GPS/GIS Assistances | 602-495-4304-000 | 60.50 |
| 01/25/2022 | December GPS/GIS Assistances | 101-416-4300-000 | 302.50 |
| 01/25/2022 | December GPS/GIS Assistances | 601-494-4304-000 | 907.50 |
| 01/25/2022 | December GPS/GIS Assistances | 422-499-4304-000 | 242.00 |
| 01/25/2022 | December GPS/GIS Assistances | 101-416-4300-000 | 363.00 |
| 01/25/2022 | December GPS/GIS Assistances | 101-417-4300-000 | 302.50 |
| 01/25/2022 | December GPS/GIS Assistances | 101-417-4300-000 | 302.50 |
| 01/25/2022 | December GPS/GIS Assistances | 101-416-4300-000 | 363.00 |
| Inv R-017374-000-12 Total | | | 2,843.50 |
| Inv R-017458-000-12 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/25/2022 | December Tower Park Site Improvements | 101-450-5000-000 | 2,094.25 |
| Inv R-017458-000-12 Total | | | 2,094.25 |
| Inv R-017505-000-10 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/25/2022 | December Surface Water Maintenance Project | 424-499-4304-000 | 2,535.75 |
| Inv R-017505-000-10 Total | | | 2,535.75 |
| Inv R-017517-000-11 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/25/2022 | December Risk Assessment and Emergency Response Plan | 601-494-4300-000 | 5,818.00 |
| Inv R-017517-000-11 Total | | | 5,818.00 |
| Inv R-017705-000-4 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/25/2022 | December East Shadow Lake Drive I&I Project | 602-495-4304-000 | 602.00 |

| Check Number | Check Date | | Amount |
|-----------------------|---|--------------------------|----------|
| Inv R-017705-000-4 | | Total | 602.00 |
| Inv R-018272-000-7 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/25/2022 | December East Region Plan - NE Drainage Area | 422-499-4304-000 | 2,330.00 |
| Inv R-018272-000-7 | | Total | 2,330.00 |
| Inv R-018524-000-7 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/25/2022 | December Winters Wetland Bank | 422-499-4304-000 | 740.50 |
| Inv R-018524-000-7 | | Total | 740.50 |
| Inv R-018601-000-5 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/25/2022 | December Water Treatment Plant Pilot Study | 406-499-4304-000 | 1,279.00 |
| Inv R-018601-000-5 | | Total | 1,279.00 |
| Inv R-018762-000-5 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/25/2022 | December East Region NE Drainage Area Wetland Delineation | 422-499-4304-000 | 533.75 |
| Inv R-018762-000-5 | | Total | 533.75 |
| Inv R-018781-000-4 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/25/2022 | December Lake Amelia Woods | 801-000-2300-000 | 366.00 |
| Inv R-018781-000-4 | | Total | 366.00 |
| Inv R-018966-000-4 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/25/2022 | December Belland Farms | 801-000-2300-000 | 1,959.00 |
| Inv R-018966-000-4 | | Total | 1,959.00 |
| Inv R-019038-000-4 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/25/2022 | December Associated Eye Care Partners | 801-000-2300-000 | 959.00 |
| Inv R-019038-000-4 | | Total | 959.00 |
| Inv R-019135-000-3 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/25/2022 | December 2022 Street Rehabilitation Project | 421-499-4304-142 | 8,147.50 |
| Inv R-019135-000-3 | | Total | 8,147.50 |

| Check Number | Check Date | | Amount |
|--------------------------|--|--------------------------|----------|
| Inv | R-019261-000-3 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/25/2022 | December Stormwater Ordinance Update | 422-499-4304-000 | 2,906.00 |
| Inv R-019261-000-3 Total | | | 2,906.00 |
| Inv | R-019262-000-2 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/25/2022 | December 2022 Standard Specification Update | 101-417-4300-000 | 2,051.00 |
| Inv R-019262-000-2 Total | | | 2,051.00 |
| Inv | R-019286-000-2 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/25/2022 | December Woods of Baldwin Lake Final Design | 405-499-5000-144 | 9,474.50 |
| Inv R-019286-000-2 Total | | | 9,474.50 |
| Inv | R-019406-000-2 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/25/2022 | December MTO Properties - Thrivent Financial | 801-000-2300-000 | 970.50 |
| Inv R-019406-000-2 Total | | | 970.50 |
| Inv | R-019407-000-2 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/25/2022 | December Precision Tune | 801-000-2300-000 | 797.00 |
| Inv R-019407-000-2 Total | | | 797.00 |
| Inv | R-019414-000-2 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/25/2022 | December Water Tower No. 2 Rehabilitation | 601-494-4304-000 | 8,994.50 |
| Inv R-019414-000-2 Total | | | 8,994.50 |
| Inv | R-019485-000-1 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/25/2022 | December 2022 I35E Pipe Crossing Project | 422-499-4304-145 | 1,178.00 |
| Inv R-019485-000-1 Total | | | 1,178.00 |
| Inv | R-019496-000-1 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/25/2022 | December Watermark Park | 405-499-5000-143 | 5,067.25 |
| Inv R-019496-000-1 Total | | | 5,067.25 |
| Inv | R-019497-000-2 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/25/2022 | December Stormwater Management Utility Credits | 101-417-4300-000 | 3,981.00 |

| Check Number | Check Date | | Amount |
|--------------|------------|---|------------|
| | | Inv R-019497-000-2 Total | 3,981.00 |
| | | Inv R-019523-000-1 | |
| | | <u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u> | |
| | | 01/25/2022 December Rookery Activity Center 202-451-4300-301 | 6,126.50 |
| | | Inv R-019523-000-1 Total | 6,126.50 |
| | | Inv R-019565-000-1 | |
| | | <u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u> | |
| | | 01/25/2022 December NorthPointe Gardens Estates 801-000-2300-000 | 1,925.00 |
| | | Inv R-019565-000-1 Total | 1,925.00 |
| | | Inv R-019566-000-2 | |
| | | <u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u> | |
| | | 01/25/2022 December Robinson Concept Plan 801-000-2300-000 | 2,260.50 |
| | | Inv R-019566-000-2 Total | 2,260.50 |
| | | 115918 Total: | 115,403.25 |
| | | 733 - WSB & Associates, Inc. Total: | 115,403.25 |
| | | 734 - Xcel Energy Line Item Account | |
| | | 115919 02/14/2022 | |
| | | Inv January 2022-1 | |
| | | <u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u> | |
| | | 01/17/2022 Electric 101-430-4385-000 | 4,492.92 |
| | | Inv January 2022-1 Total | 4,492.92 |
| | | Inv January 2022-2 | |
| | | <u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u> | |
| | | 01/20/2022 Electric 101-432-4381-502 | 1,335.15 |
| | | 01/20/2022 Electric 101-430-4385-000 | 865.26 |
| | | 01/20/2022 Electric 101-450-4381-000 | 190.14 |
| | | 01/20/2022 Electric 602-495-4381-000 | 2,335.81 |
| | | 01/20/2022 Electric 202-451-4381-000 | 3,751.74 |
| | | 01/20/2022 Electric 101-432-4381-501 | 575.21 |
| | | 01/20/2022 Electric 601-494-4381-000 | 6,856.09 |
| | | 01/20/2022 Electric 101-420-4381-000 | 4.34 |
| | | 01/20/2022 Electric 101-432-4381-503 | 5,791.50 |
| | | Inv January 2022-2 Total | 21,705.24 |
| | | 115919 Total: | 26,198.16 |

| Check Number | Check Date | | Amount |
|---|-------------------------------|--------------------------|-----------|
| 734 - Xcel Energy Total: | | | 26,198.16 |
| 743 - Ziegler, Inc. Line Item Account | | | |
| 115920 | 02/14/2022 | | |
| Inv | 12/6/2021 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 12/06/2021 | Compact Track Loader Trade-in | 101-431-5000-000 | 4,680.00 |
| Inv 12/6/2021 Total | | | 4,680.00 |
| 115920 Total: | | | 4,680.00 |
| 743 - Ziegler, Inc. Total: | | | 4,680.00 |
| 745 - Silver Star Industries Line Item Account | | | |
| 115907 | 02/14/2022 | | |
| Inv | BLN-68233-01 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/20/2022 | Floor mats for truck #512 | 101-431-4221-000 | 98.96 |
| Inv BLN-68233-01 Total | | | 98.96 |
| Inv | BLN-68234-01 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/25/2022 | Seat covers for truck #512 | 101-431-4221-000 | 271.95 |
| Inv BLN-68234-01 Total | | | 271.95 |
| 115907 Total: | | | 370.91 |
| 745 - Silver Star Industries Total: | | | 370.91 |
| 761 - Comcast Line Item Account 101-432-4321-502 | | | |
| 115843 | 02/14/2022 | | |
| Inv | 0163083 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/05/2022 | Telephone Services | 601-494-4321-000 | 115.75 |
| Inv 0163083 Total | | | 115.75 |
| 115843 Total: | | | 115.75 |
| 761 - Comcast Total: | | | 115.75 |
| 762 - Grochala, Michael Line Item Account | | | |
| 115864 | 02/14/2022 | | |

| Check Number | Check Date | | Amount |
|--|---|--------------------------|--------|
| Inv | 1/19/2022 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/19/2022 | U.S. CAD Bluebeam license for Building Inspector | 101-422-4300-000 | 415.00 |
| Inv 1/19/2022 Total | | | 415.00 |
| | | | <hr/> |
| 115864 Total: | | | 415.00 |
| | | | <hr/> |
| 762 - Grochala, Michael Total: | | | 415.00 |
| 800 - Advanced Graphix Inc. Line Item Account | | | |
| 115822 | 02/14/2022 | | |
| Inv | 208242 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 12/30/2021 | Removal charges #393, 394, 396, 617 | 101-431-4300-000 | 600.00 |
| Inv 208242 Total | | | 600.00 |
| | | | <hr/> |
| 115822 Total: | | | 600.00 |
| | | | <hr/> |
| 800 - Advanced Graphix Inc. Total: | | | 600.00 |
| 837 - Bonfe's Plumbing, Heating & Air Service Line Item Account | | | |
| 115833 | 02/14/2022 | | |
| Inv | 2021-02548 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/12/2022 | Voided permit and issued refund for 80% of permit | 101-000-3253-000 | 55.20 |
| Inv 2021-02548 Total | | | 55.20 |
| | | | <hr/> |
| 115833 Total: | | | 55.20 |
| | | | <hr/> |
| 837 - Bonfe's Plumbing, Heating & Air Service Total: | | | 55.20 |
| 85 - Bluetarp Financial, Inc. Line Item Account | | | |
| 115832 | 02/14/2022 | | |
| Inv | 82393 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/11/2022 | Diesel Transfer Pump, Milwaukee Batteries | 101-431-4240-000 | 864.97 |
| Inv 82393 Total | | | 864.97 |
| | | | <hr/> |
| 115832 Total: | | | 864.97 |
| | | | <hr/> |
| 85 - Bluetarp Financial, Inc. Total: | | | 864.97 |

92 - Boyer Trucks, Inc. Line Item Account

| | | | |
|-----------------------|------------------------------|--------------------------|-----------|
| 115818 | 02/08/2022 | | |
| Inv | F227019 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 02/08/2022 | 2022 Ford F250 #512 | 601-494-5000-000 | 28,808.69 |
| 02/08/2022 | 2022 Ford F250 #512 | 602-495-5000-000 | 28,808.69 |
| Inv F227019 Total | | | 57,617.38 |

115818 Total: 57,617.38

92 - Boyer Trucks, Inc. Total: 57,617.38

984 - BDS Laundry Systems Line Item Account

| | | | |
|-----------------------|------------------------------|--------------------------|-----------|
| 115831 | 02/14/2022 | | |
| Inv | V424182 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 01/06/2022 | Washer and Dryer for Rookery | 202-451-4240-301 | 15,256.00 |
| Inv V424182 Total | | | 15,256.00 |

115831 Total: 15,256.00

984 - BDS Laundry Systems Total: 15,256.00

UB*00109 - MOSENG, DEAN Line Item Account

| | | | |
|-----------------------|--|--------------------------|--------|
| 115894 | 02/14/2022 | | |
| Inv | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 02/04/2022 | Refund Check 011573-000, 6315 W SHADOW LAKE DR | 602-000-2020-000 | 55.70 |
| 02/04/2022 | Refund Check 011573-000, 6315 W SHADOW LAKE DR | 602-000-2020-000 | 17.12 |
| 02/04/2022 | Refund Check 011573-000, 6315 W SHADOW LAKE DR | 601-000-2020-000 | 2.43 |
| 02/04/2022 | Refund Check 011573-000, 6315 W SHADOW LAKE DR | 601-000-2020-000 | 10.00 |
| 02/04/2022 | Refund Check 011573-000, 6315 W SHADOW LAKE DR | 601-000-2020-000 | 47.80 |
| Inv Total | | | 133.05 |

115894 Total: 133.05

UB*00109 - MOSENG, DEAN Total: 133.05

Total: 962,072.38

City of Lino Lakes
Activity Codes

| <u>Code</u> | <u>Description</u> | <u>Code</u> | <u>Description</u> |
|-------------|---------------------------|-------------|----------------------|
| 401 | Mayor/Council | 817 | Spring Fling |
| 402 | Administration | 818 | Winter Festival |
| 403 | Elections | 819 | Community Gardens |
| 404 | Cable TV | 822 | Family Corn Roast |
| 405 | Charter Administration | 827 | Gobbler Games |
| 407 | Finance | 830 | Adult Golf Lessons |
| 414 | Legal Consultants | 835 | Youth Skating Class |
| 415 | Economic Development | 850 | Golf Academy |
| 416 | Planning & Zoning | 856 | Youth Soccer |
| 417 | Engineering | 857 | Soccer Fundamentals |
| 418 | Community Development | 860 | Secret Shop |
| 420 | Police Protection | 864 | Preschool Playtime |
| 421 | Fire Protection | 868 | Little Goblins Party |
| 422 | Building Inspections | 871 | Flag Football |
| 430 | Streets | 875 | Snow Day |
| 431 | Fleet Management | 876 | Kite Day |
| 432 | Government Buildings | 877 | Rockin' in the Park |
| 450 | Parks | 879 | Movies in the Park |
| 451 | Recreation | 890 | Senior Programs |
| 461 | Environmental | | |
| 462 | Solid Waste Abatement | | |
| 463 | Forestry | | |
| 494 | Water | | |
| 495 | Sanitary Sewer | | |
| 499 | Other | | |
| 802 | Dodgeball Camp | | |
| 806 | Youth T-Ball | | |
| 808 | Youth Baseball Camp | | |
| 810 | Youth Playground | | |
| 811 | Youth Safety Camp | | |
| 812 | Youth Art Camps | | |
| 814 | Senior Programs/Book Club | | |



**AP Checks by Account Number
2/14/2022 City Council Meeting**

| Vendor | Fund/Dept | Account | Amount | Check # | Description |
|---|-----------|----------------------|-------------------|---------|---|
| AFLAC | 101-000 | 101-000-2040-000 | 310.22 | 115823 | Insurance Premiums |
| AFSCME Council #5 | 101-000 | 101-000-2040-000 | 537.60 | 115815 | PR Batch 00001.02.2022 Union Dues AFSCME |
| Central Pension Fund | 101-000 | 101-000-2040-000 | 4,992.00 | 115813 | January Central Pension Fund |
| Delta Dental of Minnesota | 101-000 | 101-000-2040-000 | 370.46 | 115847 | Dental Insurance Premiums |
| International Union | 101-000 | 101-000-2040-000 | 560.00 | 115816 | PR Batch 00001.02.2022 Union Dues 49ers |
| Law Enforcement Labor Services | 101-000 | 101-000-2040-000 | 1,430.00 | 115817 | PR Batch 00001.02.2022 Union Dues LELS |
| Medica | 101-000 | 101-000-2040-000 | 1,690.72 | 115885 | Health Insurance Premiums |
| NCPERS Group Life Insurance | 101-000 | 101-000-2040-000 | 272.00 | 115814 | January Insurance Premiums |
| Medica | 101-000 | 101-000-2041-000 | 8,410.34 | 115885 | Health Insurance Premiums |
| Delta Dental of Minnesota | 101-000 | 101-000-2044-000 | 1,163.48 | 115847 | Dental Insurance Premiums |
| Fidelity Security Life Insurance Co. | 101-000 | 101-000-2048-000 | 100.69 | 115854 | February Vision Insurance |
| Met Council Environmental Services (SAC) | 101-000 | 101-000-2120-000 | 258,440.00 | 115889 | Jan 2022 SAC |
| SMC Construction LLC | 101-000 | 101-000-3250-000 | 63.20 | 115908 | Refund for Permit #2022-00044 |
| Bonfe's Plumbing Heating & Air Service | 101-000 | 101-000-3253-000 | 55.20 | 115833 | Voided permit and issued refund for 80% of permit |
| Met Council Environmental Services (SAC) | 101-000 | 101-000-3414-000 | -2,584.40 | 115889 | Jan 2022 SAC |
| | | 101-000 Total | 275,811.51 | | |
| Medica | 101-402 | 101-402-4131-000 | 570.73 | 115885 | Health Insurance Premiums |
| Delta Dental of Minnesota | 101-402 | 101-402-4134-000 | 89.89 | 115847 | Dental Insurance Premiums |
| First Advantage Occ. | 101-402 | 101-402-4300-000 | 75.26 | 115856 | Drug Testing |
| Martin-McAllister | 101-402 | 101-402-4300-000 | 1,100.00 | 115883 | Public Safety Assessment - M. DuBois & B. Kisch |
| Occupational Health Centers of MN P.C. | 101-402 | 101-402-4300-000 | 31.50 | 115897 | New Hire Testing |
| Occupational Health Centers of MN P.C. | 101-402 | 101-402-4300-000 | 31.50 | 115897 | New Hire Testing |
| MRPA | 101-402 | 101-402-4340-000 | 225.00 | 115895 | Job Posting - Activity Center Manager |
| MRPA | 101-402 | 101-402-4340-000 | 225.00 | 115895 | Job Posting - Aquatics Supervisor |
| GovOffice LLC | 101-402 | 101-402-4410-000 | 2,425.00 | 115862 | Annual Hosting Fee |
| Shred-it c/o Stericycle Inc. | 101-402 | 101-402-4410-000 | 28.05 | 115906 | Document destruction |
| | | 101-402 Total | 4,801.93 | | |
| Medica | 101-407 | 101-407-4131-000 | 2,206.76 | 115885 | Health Insurance Premiums |
| Delta Dental of Minnesota | 101-407 | 101-407-4134-000 | 101.11 | 115847 | Dental Insurance Premiums |
| Storey Kenworthy/Matt Parrott | 101-407 | 101-407-4200-000 | 254.70 | 115910 | 2021 W-2's & 1099's |
| City of Roseville | 101-407 | 101-407-4310-000 | 14,030.73 | 115841 | February IT Services |
| | | 101-407 Total | 16,593.30 | | |
| Rupp Anderson Squires & Waldspurger P.A. | 101-414 | 101-414-4301-000 | 499.60 | 115903 | October Legal - Miscellaneous |
| Rupp Anderson Squires & Waldspurger P.A. | 101-414 | 101-414-4301-000 | 2,293.00 | 115903 | November Legal - Miscellaneous |
| Rupp Anderson Squires & Waldspurger P.A. | 101-414 | 101-414-4301-000 | 187.60 | 115903 | December Legal - Miscellaneous |
| GDO Law | 101-414 | 101-414-4303-000 | 8,750.00 | 115859 | February Prosecutor Contract |
| | | 101-414 Total | 11,730.20 | | |
| Kennedy & Graven Chartered | 101-415 | 101-415-4300-000 | 41.00 | 115874 | Data Practices |
| Rupp Anderson Squires & Waldspurger P.A. | 101-415 | 101-415-4300-000 | 48.00 | 115903 | December Legal - Vaquero Ventures Land Sale |
| Rupp Anderson Squires & Waldspurger P.A. | 101-415 | 101-415-4300-000 | 48.00 | 115903 | October Legal - Vaquero Ventures Land Sale |
| Rupp Anderson Squires & Waldspurger P.A. | 101-415 | 101-415-4300-000 | 16.00 | 115903 | November Legal - Vaquera Ventures Land Sale |
| MN Metro North Tourism Board | 101-415 | 101-415-4900-000 | 4,950.00 | 115893 | 95% of Hampton Inn Check |
| | | 101-415 Total | 5,103.00 | | |
| Medica | 101-416 | 101-416-4131-000 | 570.72 | 115885 | Health Insurance Premiums |
| Delta Dental of Minnesota | 101-416 | 101-416-4134-000 | 44.94 | 115847 | Dental Insurance Premiums |
| WSB & Associates Inc. | 101-416 | 101-416-4300-000 | 363.00 | 115918 | December GPS/GIS Assistances |
| WSB & Associates Inc. | 101-416 | 101-416-4300-000 | 302.50 | 115918 | December GPS/GIS Assistances |
| WSB & Associates Inc. | 101-416 | 101-416-4300-000 | 363.00 | 115918 | December GPS/GIS Assistances |
| | | 101-416 Total | 1,644.16 | | |
| WSB & Associates Inc. | 101-417 | 101-417-4300-000 | 302.50 | 115918 | December GPS/GIS Assistances |
| WSB & Associates Inc. | 101-417 | 101-417-4300-000 | 61.00 | 115918 | December Traffic Safety Committee |
| WSB & Associates Inc. | 101-417 | 101-417-4300-000 | 3,981.00 | 115918 | December Stormwater Management Utility Credits |
| WSB & Associates Inc. | 101-417 | 101-417-4300-000 | 302.50 | 115918 | December GPS/GIS Assistances |
| WSB & Associates Inc. | 101-417 | 101-417-4300-000 | 451.00 | 115918 | December Miscellaneous Escrow Account |
| WSB & Associates Inc. | 101-417 | 101-417-4300-000 | 2,051.00 | 115918 | December 2022 Standard Specification Update |
| WSB & Associates Inc. | 101-417 | 101-417-4410-000 | 5,180.00 | 115918 | December General Engineering Services |
| | | 101-417 Total | 12,329.00 | | |
| Medica | 101-418 | 101-418-4131-000 | 570.73 | 115885 | Health Insurance Premiums |
| Delta Dental of Minnesota | 101-418 | 101-418-4134-000 | 44.94 | 115847 | Dental Insurance Premiums |
| | | 101-418 Total | 615.67 | | |
| Medica | 101-420 | 101-420-4131-000 | 17,757.67 | 115885 | Health Insurance Premiums |
| Delta Dental of Minnesota | 101-420 | 101-420-4134-000 | 1,058.36 | 115847 | Dental Insurance Premiums |
| Innovative Office Solutions LLC | 101-420 | 101-420-4200-000 | 321.04 | 115873 | Toner tape scissor pen |
| Carlson Matthew | 101-420 | 101-420-4211-000 | 27.83 | 115837 | Oil for patrol snowmobile for safety training |
| Innovative Office Solutions LLC | 101-420 | 101-420-4211-000 | 32.14 | 115873 | Hand sanitizer |
| Nardini Fire Equipment Co | 101-420 | 101-420-4211-000 | 177.46 | 115896 | Fire extinguisher maintenance |
| Aspen Mills Inc. | 101-420 | 101-420-4213-000 | 61.95 | 115829 | Uniform allowance - Explorers |
| Anoka County Treasury Office | 101-420 | 101-420-4300-000 | 16.48 | 115827 | Dec 2021 Language Line |
| LEAST Services/Counseling LLC | 101-420 | 101-420-4300-000 | 75.00 | 115879 | Counseling Services - December |
| Anoka County Chiefs of Police Association | 101-420 | 101-420-4330-000 | 215.40 | 115826 | 2021 Meeting Expenses |

| | | | | | |
|--|----------------------|------------------|------------------|--------|--|
| League of Minnesota Cities | 101-420 | 101-420-4330-000 | 2,340.00 | 115878 | PATROL Subscription |
| Menards - Forest Lake | 101-420 | 101-420-4330-000 | 81.18 | 115887 | Training supplies |
| Aspen Mills Inc. | 101-420 | 101-420-4370-000 | 849.00 | 115829 | Uniform allowance - Department expense |
| Aspen Mills Inc. | 101-420 | 101-420-4370-000 | 245.00 | 115829 | Uniform allowance - K. Kraemer |
| Aspen Mills Inc. | 101-420 | 101-420-4370-000 | 219.00 | 115829 | Uniform allowance - A. Hallin |
| Aspen Mills Inc. | 101-420 | 101-420-4370-000 | 6.00 | 115829 | Uniform allowance - New Hire S. Bonczek |
| Aspen Mills Inc. | 101-420 | 101-420-4370-000 | 154.94 | 115829 | Uniform allowance - A. Riehm |
| Aspen Mills Inc. | 101-420 | 101-420-4370-000 | 666.54 | 115829 | Uniform allowance - New Hire CSO |
| Aspen Mills Inc. | 101-420 | 101-420-4370-000 | 18.85 | 115829 | Uniform allowance - W. Owens |
| Aspen Mills Inc. | 101-420 | 101-420-4370-000 | 225.00 | 115829 | Uniform allowance - K. Mobraten |
| Aspen Mills Inc. | 101-420 | 101-420-4370-000 | 153.85 | 115829 | Uniform allowance - N. Hamann |
| Aspen Mills Inc. | 101-420 | 101-420-4370-000 | 15.00 | 115829 | Uniform allowance - A. Hallin |
| Streicher's Inc. | 101-420 | 101-420-4370-000 | 157.97 | 115911 | Uniform Allowance - K. Sinna |
| Streicher's Inc. | 101-420 | 101-420-4370-000 | 368.96 | 115911 | Uniform Allowance - K. Sinna |
| Streicher's Inc. | 101-420 | 101-420-4370-000 | 336.93 | 115911 | Uniform Allowance - M. Carlson |
| Xcel Energy | 101-420 | 101-420-4381-000 | 4.34 | 115919 | Electric |
| Aspen Mills Inc. | 101-420 | 101-420-4386-000 | 93.65 | 115829 | Uniform allowance - Reserves |
| Aspen Mills Inc. | 101-420 | 101-420-4386-000 | 189.55 | 115829 | Uniform allowance - Reserves |
| Anoka County Treasury Office | 101-420 | 101-420-4410-000 | 900.00 | 115827 | 4th Quarter State Access Fee |
| Bureau of Criminal Apprehension | 101-420 | 101-420-4410-000 | 390.00 | 115834 | Replace Check #115730 - CJDN Access Fee |
| HMS Health LLC | 101-420 | 101-420-4410-000 | 330.00 | 115868 | PM services on 9 AED's and 1 Cardiac Monitor |
| Metro Sales Incorporated | 101-420 | 101-420-4410-000 | 36.00 | 115890 | Copier Maintenance Contract Ricoh/MP 4055SP Copier |
| Shred-it c/o Stericycle Inc. | 101-420 | 101-420-4410-000 | 56.10 | 115906 | Document destruction |
| Trans Union LLC | 101-420 | 101-420-4410-000 | 32.34 | 115914 | Background Checks |
| | 101-420 Total | | 27,613.53 | | |
| Medica | 101-421 | 101-421-4131-000 | 1,537.25 | 115885 | Health Insurance Premiums |
| Delta Dental of Minnesota | 101-421 | 101-421-4134-000 | 65.16 | 115847 | Dental Insurance Premiums |
| Macqueen Equipment Inc. | 101-421 | 101-421-4211-000 | 682.17 | 115880 | Head harness SCBA quick fill adapter |
| Macqueen Equipment Inc. | 101-421 | 101-421-4211-000 | 950.00 | 115880 | Firefighting foam |
| Menards - Forest Lake | 101-421 | 101-421-4211-000 | 3.48 | 115887 | Bolts for hanging equipment |
| LEAST Services/Counseling LLC | 101-421 | 101-421-4300-000 | 75.00 | 115879 | Counseling Services - December |
| Minnesota Fire Service Certification Board | 101-421 | 101-421-4300-000 | 360.00 | 115892 | Instructor 1 Certification Exam - L. Evens C. Menne D. Riley |
| Macqueen Equipment Inc. | 101-421 | 101-421-4370-000 | 1,943.34 | 115880 | Firefighter boots |
| Active911 Inc | 101-421 | 101-421-4410-000 | 507.00 | 115821 | Traditional subscription for an agency |
| HMS Health LLC | 101-421 | 101-421-4410-000 | 330.00 | 115868 | PM services on 9 AED's and 1 Cardiac Monitor |
| Capital City Firefighter's Association | 101-421 | 101-421-4452-000 | 50.00 | 115835 | 2022 Membership dues - D. L'Allier |
| | 101-421 Total | | 6,503.40 | | |
| Medica | 101-422 | 101-422-4131-000 | 2,375.70 | 115885 | Health Insurance Premiums |
| Delta Dental of Minnesota | 101-422 | 101-422-4134-000 | 89.88 | 115847 | Dental Insurance Premiums |
| Grochala Michael | 101-422 | 101-422-4300-000 | 415.00 | 115864 | U.S. CAD Bluebeam license for Building Inspector |
| T-Mobile USA Inc | 101-422 | 101-422-4321-000 | 148.82 | 115913 | Cell Phone/Wi-Fi Service |
| | 101-422 Total | | 3,029.40 | | |
| Medica | 101-430 | 101-430-4131-000 | 2,552.72 | 115885 | Health Insurance Premiums |
| Delta Dental of Minnesota | 101-430 | 101-430-4134-000 | 188.75 | 115847 | Dental Insurance Premiums |
| Hugo Equipment Company | 101-430 | 101-430-4211-000 | 37.98 | 115871 | Chainsaw chain |
| Earl F. Andersen | 101-430 | 101-430-4223-000 | 141.25 | 115849 | Blind Child Area Sign |
| City of St. Paul | 101-430 | 101-430-4224-000 | 195.42 | 115842 | Asphalt Mix |
| Cargill Inc. | 101-430 | 101-430-4228-000 | 9,252.36 | 115836 | Deicer 165 620 LB |
| Cargill Inc. | 101-430 | 101-430-4228-000 | 14,606.46 | 115836 | Deicer 261 460 LB |
| T-Mobile USA Inc | 101-430 | 101-430-4321-000 | 92.39 | 115913 | Cell Phone/Wi-Fi Service |
| Meridian Energy Products | 101-430 | 101-430-4385-000 | 112.00 | 115888 | Disconnect and cover wiring for downed street light |
| Xcel Energy | 101-430 | 101-430-4385-000 | 4,492.92 | 115919 | Electric |
| Xcel Energy | 101-430 | 101-430-4385-000 | 865.26 | 115919 | Electric |
| Olson's Sewer Service Inc. | 101-430 | 101-430-4410-000 | 539.00 | 115898 | Wastewater removal - 1189 Main Street Holding Tank |
| | 101-430 Total | | 33,076.51 | | |
| Medica | 101-431 | 101-431-4131-000 | 2,025.35 | 115885 | Health Insurance Premiums |
| Delta Dental of Minnesota | 101-431 | 101-431-4134-000 | 98.88 | 115847 | Dental Insurance Premiums |
| Hotsy Equipment of Minnesota | 101-431 | 101-431-4211-000 | 193.05 | 115869 | Bulk soap |
| Hotsy Equipment of Minnesota | 101-431 | 101-431-4211-000 | 437.84 | 115869 | Bulk soap thermostat nozzle clamp hose |
| Huebsch Services | 101-431 | 101-431-4211-000 | 161.00 | 115870 | Shop Towels |
| Safety-Kleen Systems Inc. | 101-431 | 101-431-4211-000 | 50.42 | 115904 | Solvent |
| Mansfield Oil Company | 101-431 | 101-431-4212-000 | 4,600.84 | 115881 | Gasoline - 1 601 gallons |
| Mansfield Oil Company | 101-431 | 101-431-4212-000 | 4,637.96 | 115881 | Gasoline - 1 697 gallons |
| Mansfield Oil Company | 101-431 | 101-431-4212-000 | 3,510.62 | 115881 | Diesel - 1201 gallons |
| Aspen Equipment Company | 101-431 | 101-431-4221-000 | 424.60 | 115828 | Cutting edge kit #259 |
| Aspen Equipment Company | 101-431 | 101-431-4221-000 | 253.11 | 115828 | Headlamp control #506 |
| Aspen Equipment Company | 101-431 | 101-431-4221-000 | -525.90 | 115828 | Western Warranty Credit for Misc. Parts & Labor #268 |
| Factory Motor Parts Company | 101-431 | 101-431-4221-000 | 16.00 | 115853 | Poly-V Belts #600 |
| Factory Motor Parts Company | 101-431 | 101-431-4221-000 | 277.00 | 115853 | Battery #413 |
| Factory Motor Parts Company | 101-431 | 101-431-4221-000 | -14.43 | 115853 | Returned control part #600 |
| Gillund Enterprises Inc. | 101-431 | 101-431-4221-000 | 251.96 | 115860 | Rust penetrant carb cleaner |
| H&L Mesabi Company | 101-431 | 101-431-4221-000 | 1,100.00 | 115865 | Plow wing cutting edges |
| Hugo Equipment Company | 101-431 | 101-431-4221-000 | 5.99 | 115871 | Air filter for pole saw |
| Lano Equipment | 101-431 | 101-431-4221-000 | 210.56 | 115877 | BPA - Rod |
| Macqueen Equipment Inc. | 101-431 | 101-431-4221-000 | 123.98 | 115880 | Right dirt shoe/clamp #252 |
| Macqueen Equipment Inc. | 101-431 | 101-431-4221-000 | 11.31 | 115880 | Hub cap #252 |
| Midway Ford Company | 101-431 | 101-431-4221-000 | 150.31 | 115891 | Mud flaps #512 |

| | | | | | |
|---------------------------------|---------|----------------------|------------------|--------|---|
| Midway Ford Company | 101-431 | 101-431-4221-000 | 22.26 | 115891 | Part #600 |
| O'Reilly Automotive Stores | 101-431 | 101-431-4221-000 | 33.22 | 115899 | Fuel Filter #413 |
| Silver Star Industries | 101-431 | 101-431-4221-000 | 271.95 | 115907 | Seat covers for truck #512 |
| Silver Star Industries | 101-431 | 101-431-4221-000 | 98.96 | 115907 | Floor mats for truck #512 |
| Bluetarp Financial Inc. | 101-431 | 101-431-4240-000 | 864.97 | 115832 | Diesel Transfer Pump Milwaukee Batteries |
| Advanced Graphix Inc. | 101-431 | 101-431-4300-000 | 600.00 | 115822 | Removal charges #393 394 396 617 |
| Ziegler Inc. | 101-431 | 101-431-5000-000 | 4,680.00 | 115920 | Compact Track Loader Trade-in |
| | | 101-431 Total | 24,571.81 | | |
| Dalco Inc. | 101-432 | 101-432-4200-000 | 1,472.40 | 115846 | Toilet tissue face tissue garbage can liners |
| Image Printing & Graphics Inc | 101-432 | 101-432-4200-000 | 31.50 | 115872 | Business Cards - R. DeGardner |
| Winnick Supply Inc. | 101-432 | 101-432-4211-503 | 33.00 | 115916 | |
| Nardini Fire Equipment Co | 101-432 | 101-432-4300-000 | 91.52 | 115896 | Fire extinguisher inspection |
| Nardini Fire Equipment Co | 101-432 | 101-432-4300-000 | 1,148.45 | 115896 | Fire extinguisher inspection and recharge |
| Anoka County Treasury Office | 101-432 | 101-432-4300-500 | 75.00 | 115827 | Site 115 Jan 2022 CAC Fiber |
| Anoka County Treasury Office | 101-432 | 101-432-4300-500 | 75.00 | 115827 | Site 115 Feb 2022 CAC Fiber |
| Anoka County Treasury Office | 101-432 | 101-432-4300-501 | 75.00 | 115827 | Site 116 Feb 2022 CAC Fiber |
| Anoka County Treasury Office | 101-432 | 101-432-4300-501 | 75.00 | 115827 | Site 116 Jan 2022 CAC Fiber |
| Aid Electric Corporation | 101-432 | 101-432-4300-503 | 215.78 | 115824 | Repair lights in PD |
| Aid Electric Corporation | 101-432 | 101-432-4300-503 | 267.00 | 115824 | Repair lights in Burster room |
| Anoka County Treasury Office | 101-432 | 101-432-4300-503 | 75.00 | 115827 | Site 117 Jan 2022 CAC Fiber |
| Anoka County Treasury Office | 101-432 | 101-432-4300-503 | 75.00 | 115827 | Site 117 Feb 2022 CAC Fiber |
| TDS Metrocom MN | 101-432 | 101-432-4321-000 | 200.67 | 115912 | Phone Services |
| CenturyLink | 101-432 | 101-432-4321-503 | 60.22 | 115839 | Phone & Internet Services |
| Xcel Energy | 101-432 | 101-432-4381-501 | 575.21 | 115919 | Electric |
| Xcel Energy | 101-432 | 101-432-4381-502 | 1,335.15 | 115919 | Electric |
| Xcel Energy | 101-432 | 101-432-4381-503 | 5,791.50 | 115919 | Electric |
| Walters Recycling & Refuse | 101-432 | 101-432-4384-500 | 248.47 | 115915 | Trash & Recycling |
| Walters Recycling & Refuse | 101-432 | 101-432-4384-501 | 34.51 | 115915 | Trash & Recycling |
| Walters Recycling & Refuse | 101-432 | 101-432-4384-502 | 99.40 | 115915 | Trash & Recycling |
| Walters Recycling & Refuse | 101-432 | 101-432-4384-503 | 343.12 | 115915 | Trash & Recycling |
| Marsden Bldg Maintenance LLC | 101-432 | 101-432-4410-500 | 1,096.83 | 115882 | January Janitorial Services |
| Metro Sales Incorporated | 101-432 | 101-432-4410-500 | 88.53 | 115890 | Copier Maintenance Contract Ricoh/MP C307 Color Copier |
| Metro Sales Incorporated | 101-432 | 101-432-4410-500 | 90.44 | 115890 | Copier Maintenance Contract Ricoh/MP C307 Color Copier |
| Premium Waters Inc. | 101-432 | 101-432-4410-500 | 38.29 | 115900 | Kandiyohi water |
| Huebsch Services | 101-432 | 101-432-4410-501 | 264.45 | 115870 | Mats |
| Marsden Bldg Maintenance LLC | 101-432 | 101-432-4410-501 | 663.16 | 115882 | January Janitorial Services |
| Huebsch Services | 101-432 | 101-432-4410-502 | 116.14 | 115870 | Mats |
| Marsden Bldg Maintenance LLC | 101-432 | 101-432-4410-502 | 726.41 | 115882 | January Janitorial Services |
| Huebsch Services | 101-432 | 101-432-4410-503 | 496.89 | 115870 | Mats |
| Marsden Bldg Maintenance LLC | 101-432 | 101-432-4410-503 | 4,048.80 | 115882 | January Janitorial Services |
| Metro Sales Incorporated | 101-432 | 101-432-4410-503 | 189.05 | 115890 | Copier Maintenance Contract Ricoh/IM C2500 Color Copier |
| Metro Sales Incorporated | 101-432 | 101-432-4410-503 | 475.10 | 115890 | Copier Maintenance Contract Ricoh/IM C6000 Color Copier |
| | | 101-432 Total | 20,691.99 | | |
| Medica | 101-450 | 101-450-4131-000 | 1,366.32 | 115885 | Health Insurance Premiums |
| Delta Dental of Minnesota | 101-450 | 101-450-4134-000 | 147.19 | 115847 | Dental Insurance Premiums |
| Frattallone's/Circle Pines Ace | 101-450 | 101-450-4211-000 | 19.56 | 115857 | Toilet bowl cleaner |
| Wipers & Wipes Inc. | 101-450 | 101-450-4211-000 | 149.70 | 115917 | Can Liners |
| T-Mobile USA Inc | 101-450 | 101-450-4321-000 | 50.13 | 115913 | Cell Phone/Wi-Fi Service |
| Xcel Energy | 101-450 | 101-450-4381-000 | 190.14 | 115919 | Electric |
| Walters Recycling & Refuse | 101-450 | 101-450-4384-000 | 0.00 | 115915 | Trash & Recycling |
| WSB & Associates Inc. | 101-450 | 101-450-5000-000 | 2,094.25 | 115918 | December Tower Park Site Improvements |
| | | 101-450 Total | 4,017.29 | | |
| Medica | 101-451 | 101-451-4131-000 | 224.86 | 115885 | Health Insurance Premiums |
| Delta Dental of Minnesota | 101-451 | 101-451-4134-000 | 10.11 | 115847 | Dental Insurance Premiums |
| | | 101-451 Total | 234.97 | | |
| Medica | 101-461 | 101-461-4131-000 | 171.22 | 115885 | Health Insurance Premiums |
| Delta Dental of Minnesota | 101-461 | 101-461-4134-000 | 13.47 | 115847 | Dental Insurance Premiums |
| T-Mobile USA Inc | 101-461 | 101-461-4321-000 | 29.00 | 115913 | Cell Phone/Wi-Fi Service |
| | | 101-461 Total | 213.69 | | |
| Medica | 101-462 | 101-462-4131-000 | 114.15 | 115885 | Health Insurance Premiums |
| Delta Dental of Minnesota | 101-462 | 101-462-4134-000 | 8.99 | 115847 | Dental Insurance Premiums |
| 1st Choice Document Destruction | 101-462 | 101-462-4410-000 | 600.00 | 115819 | 3800 pounds of paper & cardboard recycled |
| Freimuth Enterprises LLC | 101-462 | 101-462-4410-000 | 375.00 | 115858 | Nov 2021 Recycling Saturday - 28919 LBS |
| Freimuth Enterprises LLC | 101-462 | 101-462-4410-000 | 375.00 | 115858 | Dec 2021 Recycling Saturday - 20341 LBS |
| Walters Recycling & Refuse | 101-462 | 101-462-4410-000 | 64.90 | 115915 | Organic Recycling |
| Walters Recycling & Refuse | 101-462 | 101-462-4410-000 | 61.36 | 115915 | Organic Recycling |
| Walters Recycling & Refuse | 101-462 | 101-462-4410-000 | 76.70 | 115915 | Organic Recycling |
| Walters Recycling & Refuse | 101-462 | 101-462-4410-000 | 76.70 | 115915 | Organic Recycling |
| | | 101-462 Total | 1,752.80 | | |
| Medica | 101-463 | 101-463-4131-000 | 142.68 | 115885 | Health Insurance Premiums |
| Delta Dental of Minnesota | 101-463 | 101-463-4134-000 | 11.24 | 115847 | Dental Insurance Premiums |
| | | 101-463 Total | 153.92 | | |
| Medica | 202-451 | 202-451-4131-000 | 269.83 | 115885 | Health Insurance Premiums |
| Delta Dental of Minnesota | 202-451 | 202-451-4134-000 | 29.21 | 115847 | Dental Insurance Premiums |
| Dalco Inc. | 202-451 | 202-451-4211-000 | 546.13 | 115846 | Hand wash can liners sanitary liners |
| Frattallone's/Circle Pines Ace | 202-451 | 202-451-4211-301 | 33.94 | 115857 | Batteries for door alarms |
| Menards - Blaine | 202-451 | 202-451-4211-301 | 35.41 | 115886 | Lubricants for Rookery |

| | | | | | |
|--|---------|----------------------|-------------------|--------|---|
| Menards - Forest Lake | 202-451 | 202-451-4211-301 | 142.89 | 115887 | Hole saw drillbit adhesive |
| BDS Laundry Systems | 202-451 | 202-451-4240-301 | 15,256.00 | 115831 | Washer and Dryer for Rookery |
| Recreation Supply Co. Inc | 202-451 | 202-451-4240-301 | 6,835.38 | 115902 | Racing lane line lane reel clock |
| Recreation Supply Co. Inc | 202-451 | 202-451-4240-301 | 242.25 | 115902 | U.S.C.G Ring Buoy |
| All State Communications Inc | 202-451 | 202-451-4300-301 | 2,853.00 | 115825 | Fiber installation |
| Cornerstone Utility Construction Inc | 202-451 | 202-451-4300-301 | 45,650.00 | 115845 | Fiber Extension |
| DSGW | 202-451 | 202-451-4300-301 | 1,605.00 | 115848 | RAC Renovation Consultation Services |
| Edina Painting Company | 202-451 | 202-451-4300-301 | 29,100.00 | 115850 | Paint gym activity center kids area |
| Edina Painting Company | 202-451 | 202-451-4300-301 | 17,850.00 | 115850 | Paint office area common areas |
| Hauglies Inc. | 202-451 | 202-451-4300-301 | 37,968.60 | 115866 | Removed and replaced carpet - Fitness area |
| L J Level Construction Inc | 202-451 | 202-451-4300-301 | 8,613.50 | 115875 | Birthday Party Room - Charge Order #1 |
| WSB & Associates Inc. | 202-451 | 202-451-4300-301 | 6,126.50 | 115918 | December Rookery Activity Center |
| SHI International Corp | 202-451 | 202-451-4310-301 | 1,072.00 | 115905 | Microsoft Office Licenses - Rookery Staff |
| CenturyLink | 202-451 | 202-451-4321-000 | 63.57 | 115839 | Phone & Internet Services |
| Finance & Commerce Inc. | 202-451 | 202-451-4340-000 | 243.78 | 115855 | Rookery Improvement Project Bids/Construction |
| Xcel Energy | 202-451 | 202-451-4381-000 | 3,751.74 | 115919 | Electric |
| Walters Recycling & Refuse | 202-451 | 202-451-4384-000 | 129.42 | 115915 | Trash & Recycling |
| Endurance Fitness of MN LLC | 202-451 | 202-451-4410-000 | 12,500.00 | 115852 | February 2022 EF Monthly Fee |
| Huebsch Services | 202-451 | 202-451-4410-000 | 398.04 | 115870 | Mats |
| | | 202-451 Total | 191,316.19 | | |
| Baker Tilly Municipal Advisors LLC | 332-470 | 332-470-4300-000 | 200.00 | 115830 | 2021 Continuing Disclosure Services |
| | | 332-470 Total | 200.00 | | |
| Baker Tilly Municipal Advisors LLC | 335-470 | 335-470-4300-000 | 200.00 | 115830 | 2021 Continuing Disclosure Services |
| | | 335-470 Total | 200.00 | | |
| Baker Tilly Municipal Advisors LLC | 336-470 | 336-470-4300-000 | 200.00 | 115830 | 2021 Continuing Disclosure Services |
| | | 336-470 Total | 200.00 | | |
| Baker Tilly Municipal Advisors LLC | 337-470 | 337-470-4300-000 | 200.00 | 115830 | 2021 Continuing Disclosure Services |
| | | 337-470 Total | 200.00 | | |
| Baker Tilly Municipal Advisors LLC | 338-470 | 338-470-4300-000 | 200.00 | 115830 | 2021 Continuing Disclosure Services |
| | | 338-470 Total | 200.00 | | |
| Baker Tilly Municipal Advisors LLC | 339-470 | 339-470-4300-000 | 200.00 | 115830 | 2021 Continuing Disclosure Services |
| | | 339-470 Total | 200.00 | | |
| Baker Tilly Municipal Advisors LLC | 341-470 | 341-470-4300-000 | 200.00 | 115830 | 2021 Continuing Disclosure Services |
| | | 341-470 Total | 200.00 | | |
| Baker Tilly Municipal Advisors LLC | 343-470 | 343-470-4300-000 | 200.00 | 115830 | 2021 Continuing Disclosure Services |
| | | 343-470 Total | 200.00 | | |
| Baker Tilly Municipal Advisors LLC | 344-470 | 344-470-4300-000 | 200.00 | 115830 | 2021 Continuing Disclosure Services |
| | | 344-470 Total | 200.00 | | |
| Baker Tilly Municipal Advisors LLC | 345-470 | 345-470-4300-000 | 200.00 | 115830 | 2021 Continuing Disclosure Services |
| | | 345-470 Total | 200.00 | | |
| Emergency Automotive Technologies | 402-421 | 402-421-5000-000 | 9,671.12 | 115851 | Build-out #623 |
| | | 402-421 Total | 9,671.12 | | |
| City of Roseville | 403-407 | 403-407-4240-000 | 891.00 | 115841 | NetMotion Licenses - Christofferson Thoma Eller |
| City of Roseville | 403-407 | 403-407-4240-000 | 964.68 | 115841 | Laserfiche License - J. Eller |
| | | 403-407 Total | 1,855.68 | | |
| SHI International Corp | 403-422 | 403-422-4240-000 | 268.00 | 115905 | Microsoft Office License - Building Inspector |
| | | 403-422 Total | 268.00 | | |
| City of Roseville | 403-450 | 403-450-4240-000 | 297.00 | 115841 | NetMotion Licenses - Schmidt |
| | | 403-450 Total | 297.00 | | |
| WSB & Associates Inc. | 405-499 | 405-499-5000-143 | 5,067.25 | 115918 | December Watermark Park |
| WSB & Associates Inc. | 405-499 | 405-499-5000-144 | 9,474.50 | 115918 | December Woods of Baldwin Lake Final Design |
| | | 405-499 Total | 14,541.75 | | |
| Rupp Anderson Squires & Waldspurgen P.A. | 406-499 | 406-499-4301-000 | 620.00 | 115903 | November Legal - DNR Water Appropriation Permit Contested |
| Rupp Anderson Squires & Waldspurgen P.A. | 406-499 | 406-499-4301-000 | 280.00 | 115903 | December Legal - DNR Water Appropriation Permit Contested |
| WSB & Associates Inc. | 406-499 | 406-499-4304-000 | 1,279.00 | 115918 | December Water Treatment Plant Pilot Study |
| WSB & Associates Inc. | 406-499 | 406-499-4304-127 | 846.00 | 115918 | December Water Tower No. 3 |
| WSB & Associates Inc. | 406-499 | 406-499-4304-136 | 164.00 | 115918 | December Birch Street Watermain Improvements |
| Press Publications Inc. | 406-499 | 406-499-4340-000 | 193.50 | 115901 | AFB Water Tower |
| | | 406-499 Total | 3,382.50 | | |
| Kennedy & Graven Chartered | 417-499 | 417-499-4301-000 | 112.75 | 115874 | TIF Special Legislation Review |
| | | 417-499 Total | 112.75 | | |
| Kennedy & Graven Chartered | 418-499 | 418-499-4301-000 | 112.75 | 115874 | TIF Special Legislation Review |
| | | 418-499 Total | 112.75 | | |
| A.X. Lino Lakes L.P. | 419-531 | 419-531-4404-000 | 102,095.00 | 115820 | TIF Pay-As-You-Go 2nd Half Settlement 2021 |
| | | 419-531 Total | 102,095.00 | | |
| WSB & Associates Inc. | 420-499 | 420-499-4304-141 | 1,880.00 | 115918 | December Market Place Dr Realignment |
| | | 420-499 Total | 1,880.00 | | |
| WSB & Associates Inc. | 421-499 | 421-499-4304-137 | 8,164.75 | 115918 | December 2021 Street Improvements Project |
| WSB & Associates Inc. | 421-499 | 421-499-4304-142 | 8,147.50 | 115918 | December 2022 Street Rehabilitation Project |
| Finance & Commerce Inc. | 421-499 | 421-499-4340-142 | 246.20 | 115855 | 2022 Street Rehabilitation Project Bids/Construction |
| Press Publications Inc. | 421-499 | 421-499-4340-142 | 258.00 | 115901 | AFB Street Rehab |
| | | 421-499 Total | 16,816.45 | | |
| League of Minnesota Cities | 422-499 | 422-499-4300-000 | 1,000.00 | 115878 | MN Cities Stormwater Coalition Contributions |
| Springbrook Holding Company LLC | 422-499 | 422-499-4300-000 | 1,924.25 | 115909 | Import New Storm Water Utility Accounts |
| Rupp Anderson Squires & Waldspurgen P.A. | 422-499 | 422-499-4301-125 | 32.00 | 115903 | November Legal - NE Drainage Area Phase 1 |
| Rupp Anderson Squires & Waldspurgen P.A. | 422-499 | 422-499-4301-125 | 64.00 | 115903 | October Legal - NE Drainage Area Phase 1 |
| Rupp Anderson Squires & Waldspurgen P.A. | 422-499 | 422-499-4301-125 | 224.00 | 115903 | December Legal - NE Drainage Area Phase 1 |

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|--|----------------------|------------------|------------------|--------|---|
| WSB & Associates Inc. | 422-499 | 422-499-4304-000 | 242.00 | 115918 | December GPS/GIS Assistances |
| WSB & Associates Inc. | 422-499 | 422-499-4304-000 | 533.75 | 115918 | December East Region NE Drainage Area Wetland Delineation |
| WSB & Associates Inc. | 422-499 | 422-499-4304-000 | 2,330.00 | 115918 | December East Region Plan - NE Drainage Area |
| WSB & Associates Inc. | 422-499 | 422-499-4304-000 | 2,906.00 | 115918 | December Stormwater Ordinance Update |
| WSB & Associates Inc. | 422-499 | 422-499-4304-000 | 740.50 | 115918 | December Winters Wetland Bank |
| WSB & Associates Inc. | 422-499 | 422-499-4304-145 | 1,178.00 | 115918 | December 2022 I35E Pipe Crossing Project |
| | 422-499 Total | | 11,174.50 | | |
| WSB & Associates Inc. | 424-499 | 424-499-4304-000 | 2,535.75 | 115918 | December Surface Water Maintenance Project |
| | 424-499 Total | | 2,535.75 | | |
| MOSENG DEAN | 601-000 | 601-000-2020-000 | 2.43 | 115894 | Refund Check 011573-000 6315 W SHADOW LAKE DR |
| MOSENG DEAN | 601-000 | 601-000-2020-000 | 47.80 | 115894 | Refund Check 011573-000 6315 W SHADOW LAKE DR |
| MOSENG DEAN | 601-000 | 601-000-2020-000 | 10.00 | 115894 | Refund Check 011573-000 6315 W SHADOW LAKE DR |
| City of Blaine | 601-000 | 601-000-2140-000 | 70.47 | 115840 | 1st Quarter 2022 Utilities |
| McGough Construction Co. LLC | 601-000 | 601-000-3714-000 | -175.00 | 115884 | Water Meter Rental Return - Meter #60597242 |
| McGough Construction Co. LLC | 601-000 | 601-000-3714-000 | -150.00 | 115884 | Water Meter Rental Refund - Meter #70257939 |
| McGough Construction Co. LLC | 601-000 | 601-000-3855-000 | -180.00 | 115884 | Water Meter Rental Return - Meter #60597242 |
| McGough Construction Co. LLC | 601-000 | 601-000-3855-000 | -135.00 | 115884 | Water Meter Rental Refund - Meter #70257939 |
| | 601-000 Total | | -509.30 | | |
| Medica | 601-494 | 601-494-4131-000 | 1,494.23 | 115885 | Health Insurance Premiums |
| Delta Dental of Minnesota | 601-494 | 601-494-4134-000 | 115.73 | 115847 | Dental Insurance Premiums |
| Menards - Blaine | 601-494 | 601-494-4211-000 | 37.41 | 115886 | Thermometer entry mat |
| Menards - Forest Lake | 601-494 | 601-494-4211-000 | 56.50 | 115887 | Pipe and wrench ring set |
| Core & Main LP | 601-494 | 601-494-4215-000 | 602.00 | 115844 | Meters |
| Hawkins Inc. | 601-494 | 601-494-4222-000 | 5,457.37 | 115867 | Chlorine and LPC-5 |
| Hawkins Inc. | 601-494 | 601-494-4222-000 | 85.00 | 115867 | Chlorine Cylinders |
| Rupp Anderson Squires & Waldspurgen P.A. | 601-494 | 601-494-4300-000 | 1,240.00 | 115903 | October Legal - DNR Water Appropriation Permit Contested |
| WSB & Associates Inc. | 601-494 | 601-494-4300-000 | 5,818.00 | 115918 | December Risk Assessment and Emergency Response Plan |
| WSB & Associates Inc. | 601-494 | 601-494-4304-000 | 907.50 | 115918 | December GPS/GIS Assistances |
| WSB & Associates Inc. | 601-494 | 601-494-4304-000 | 8,994.50 | 115918 | December Water Tower No. 2 Rehabilitation |
| WSB & Associates Inc. | 601-494 | 601-494-4304-000 | 1,110.00 | 115918 | December General Engineering Services |
| City of Roseville | 601-494 | 601-494-4310-000 | 1,781.52 | 115841 | February IT Services |
| Comcast | 601-494 | 601-494-4321-000 | 115.75 | 115843 | Telephone Services |
| TDS Metrocom MN | 601-494 | 601-494-4321-000 | 39.12 | 115912 | Phone Services |
| T-Mobile USA Inc | 601-494 | 601-494-4321-000 | 83.06 | 115913 | Cell Phone/Wi-Fi Service |
| Xcel Energy | 601-494 | 601-494-4381-000 | 6,856.09 | 115919 | Electric |
| Centennial Utilities | 601-494 | 601-494-4382-000 | 469.95 | 115838 | 1st Quarter 2022 Utilities |
| City of Blaine | 601-494 | 601-494-4382-000 | 768.07 | 115840 | 1st Quarter 2022 Utilities |
| Gopher State One-Call | 601-494 | 601-494-4410-000 | 25.00 | 115861 | 2022 Annual Facility Operator Fee |
| Aspen Equipment Company | 601-494 | 601-494-5000-000 | 4,054.50 | 115828 | Plow installation #512 |
| Boyer Trucks Inc. | 601-494 | 601-494-5000-000 | 28,808.69 | 115818 | 2022 Ford F250 #512 |
| Grainger | 601-494 | 601-494-5000-000 | 305.71 | 115863 | Toolbox for new utilities truck #512 |
| | 601-494 Total | | 69,225.70 | | |
| MOSENG DEAN | 602-000 | 602-000-2020-000 | 55.70 | 115894 | Refund Check 011573-000 6315 W SHADOW LAKE DR |
| MOSENG DEAN | 602-000 | 602-000-2020-000 | 17.12 | 115894 | Refund Check 011573-000 6315 W SHADOW LAKE DR |
| | 602-000 Total | | 72.82 | | |
| Medica | 602-495 | 602-495-4131-000 | 1,494.22 | 115885 | Health Insurance Premiums |
| Delta Dental of Minnesota | 602-495 | 602-495-4134-000 | 115.73 | 115847 | Dental Insurance Premiums |
| WSB & Associates Inc. | 602-495 | 602-495-4304-000 | 602.00 | 115918 | December East Shadow Lake Drive I&I Project |
| WSB & Associates Inc. | 602-495 | 602-495-4304-000 | 60.50 | 115918 | December GPS/GIS Assistances |
| WSB & Associates Inc. | 602-495 | 602-495-4304-000 | 1,110.00 | 115918 | December General Engineering Services |
| City of Roseville | 602-495 | 602-495-4310-000 | 1,781.52 | 115841 | February IT Services |
| T-Mobile USA Inc | 602-495 | 602-495-4321-000 | 83.07 | 115913 | Cell Phone/Wi-Fi Service |
| Xcel Energy | 602-495 | 602-495-4381-000 | 2,335.81 | 115919 | Electric |
| Centennial Utilities | 602-495 | 602-495-4382-000 | 207.48 | 115838 | 1st Quarter 2022 Utilities |
| City of Blaine | 602-495 | 602-495-4382-000 | 1,860.00 | 115840 | 1st Quarter 2022 Utilities |
| Gopher State One-Call | 602-495 | 602-495-4410-000 | 25.00 | 115861 | 2022 Annual Facility Operator Fee |
| Aspen Equipment Company | 602-495 | 602-495-5000-000 | 4,054.50 | 115828 | Plow installation #512 |
| Boyer Trucks Inc. | 602-495 | 602-495-5000-000 | 28,808.69 | 115818 | 2022 Ford F250 #512 |
| Grainger | 602-495 | 602-495-5000-000 | 305.71 | 115863 | Toolbox for new utilities truck #512 |
| | 602-495 Total | | 42,844.23 | | |
| Medica | 603-496 | 603-496-4131-000 | 142.68 | 115885 | Health Insurance Premiums |
| Delta Dental of Minnesota | 603-496 | 603-496-4134-000 | 13.49 | 115847 | Dental Insurance Premiums |
| City of Roseville | 603-496 | 603-496-4310-000 | 712.61 | 115841 | February IT Services |
| | 603-496 Total | | 868.78 | | |
| Press Publications Inc. | 801-000 | 801-000-2300-000 | 37.63 | 115901 | Rehbein Public Hearing Notice |
| Rupp Anderson Squires & Waldspurgen P.A. | 801-000 | 801-000-2300-000 | 990.00 | 115903 | December Legal - Lake Amelia Woods MTO Properties Garden Apts |
| Rupp Anderson Squires & Waldspurgen P.A. | 801-000 | 801-000-2300-000 | 630.00 | 115903 | November Legal - Belland Farms |
| WSB & Associates Inc. | 801-000 | 801-000-2300-000 | 959.00 | 115918 | December Associated Eye Care Partners |
| WSB & Associates Inc. | 801-000 | 801-000-2300-000 | 1,959.00 | 115918 | December Belland Farms |
| WSB & Associates Inc. | 801-000 | 801-000-2300-000 | 1,925.00 | 115918 | December NorthPointe Gardens Estates |
| WSB & Associates Inc. | 801-000 | 801-000-2300-000 | 366.00 | 115918 | December Lake Amelia Woods |
| WSB & Associates Inc. | 801-000 | 801-000-2300-000 | 797.00 | 115918 | December Precision Tune |
| WSB & Associates Inc. | 801-000 | 801-000-2300-000 | 970.50 | 115918 | December MTO Properties - Thrivent Financial |
| WSB & Associates Inc. | 801-000 | 801-000-2300-000 | 2,260.50 | 115918 | December Robinson Concept Plan |
| McGough Construction Co. LLC | 801-000 | 801-000-2301-000 | 100.00 | 115884 | Water Meter Rental Return - Meter #60597242 |
| McGough Construction Co. LLC | 801-000 | 801-000-2301-000 | 600.00 | 115884 | Water Meter Rental Refund - Meter #70257939 |
| WSB & Associates Inc. | 801-000 | 801-000-2327-102 | 18,371.50 | 115918 | December Watermark 4th Addition |

| | | | | | |
|--|----------------------|------------------|-------------------|--------|---|
| Rupp Anderson Squires & Waldspurger P.A. | 801-000 | 801-000-2327-103 | 67.50 | 115903 | December Legal - Watermark 4th Addition |
| Rupp Anderson Squires & Waldspurger P.A. | 801-000 | 801-000-2327-103 | 450.00 | 115903 | November Legal - Watermark 4th Addition |
| WSB & Associates Inc. | 801-000 | 801-000-2338-102 | 371.00 | 115918 | December Nadeau Acres |
| WSB & Associates Inc. | 801-000 | 801-000-2344-103 | 164.00 | 115918 | December Lino Lakes Storage Admin |
| WSB & Associates Inc. | 801-000 | 801-000-2359-102 | 138.00 | 115918 | December Saddle Club 4th Addition |
| WSB & Associates Inc. | 801-000 | 801-000-2363-102 | 1,176.00 | 115918 | December Lyngblomsten Senior Housing |
| WSB & Associates Inc. | 801-000 | 801-000-2388-102 | 276.00 | 115918 | December Watermark 2nd Addition |
| | 801-000 Total | | 32,608.63 | | |
| Landbridge Ecological | 810-499 | 810-499-4410-000 | 8,414.00 | 115876 | Foxborough 2021 Mgmt |
| | 810-499 Total | | 8,414.00 | | |
| | Grand Total | | 962,072.38 | | |



Electronic Funds Transfer
 MN Statute 471.38 Subd. 3

Council Meeting February 14, 2022

Transfer In/(Out)

| | |
|--|--------------|
| 1/19/2022 Transfer from Money Market | 500,000.00 |
| 1/21/2022 Payroll #02 | (145,774.90) |
| 1/21/2022 Payroll #02 Federal Deposit | (43,977.67) |
| 1/21/2022 Payroll #02 PERA | (47,139.59) |
| 1/21/2022 Payroll #02 State | (10,212.19) |
| 1/21/2022 Payroll #02 Child Support | (284.77) |
| 1/21/2022 Payroll #02 H.S.A. Bank Pretax | (4,084.05) |
| 1/21/2022 Payroll #02 TASC Pretax | (744.17) |
| 1/21/2022 Payroll #02 ICMA 457 Def. Comp #301596 | (4,470.00) |
| 1/21/2022 Payroll #02 ICMA Roth IRA #706155 | (905.75) |
| 1/21/2022 Payroll #02 MSRS HCSP #98946-01 | (1,792.12) |
| 1/21/2022 Payroll #02 MSRS Def. Comp #98945-01 | (3,878.00) |
| 1/21/2022 Payroll #02 MSRS Roth IRA #98945-01 | (765.00) |
| 1/28/2022 2021 PD Holiday Pay | (79,070.05) |
| 1/28/2022 2021 PD Holiday Pay Federal Deposit | (18,733.61) |
| 1/28/2022 2021 PD Holiday Pay PERA | (34,174.92) |
| 1/28/2022 2021 PD Holiday Pay State | (6,053.25) |
| 1/24/2022 Anoka County Tax Settlement - Final | 155,222.37 |
| 2/1/2022 HSA Bank ER Contribution | (5,791.52) |
| HSA Bank ER Contribution (Eller) | (83.33) |
| 2/4/2022 Council #02 Payroll | (3,636.37) |
| 2/4/2022 Council #02 Federal Deposit | (206.94) |
| 2/4/2022 Council #02 PERA | (403.16) |
| 2/4/2022 Council #02 State | (45.08) |
| 2/4/2022 Payroll #02 | (143,020.66) |
| 2/4/2022 Payroll #02 Federal Deposit | (44,457.59) |
| 2/4/2022 Payroll #02 PERA | (47,080.51) |
| 2/4/2022 Payroll #02 State | (10,318.44) |
| 2/4/2022 Payroll #02 Child Support | (284.77) |
| 2/4/2022 Payroll #02 H.S.A. Bank Pretax | (4,084.05) |
| 2/4/2022 Payroll #02 TASC Pretax | (744.17) |
| 2/4/2022 Payroll #02 ICMA 457 Def. Comp #301596 | (4,470.00) |
| 2/4/2022 Payroll #02 ICMA Roth IRA #706155 | (905.75) |
| 2/4/2022 Payroll #02 MSRS HCSP #98946-01 | (1,813.52) |
| 2/4/2022 Payroll #02 MSRS Def. Comp #98945-01 | (3,878.00) |
| 2/4/2022 Payroll #02 MSRS Roth IRA #98945-01 | (765.00) |
| 2/15/2022 Building Permit Surcharge | (4,473.12) |
| 2/18/2022 Sales & Use Tax | (1,527.00) |

CITY COUNCIL WORK SESSION

DRAFT

**CITY OF LINO LAKES
MINUTES**

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DATE : **January 24, 2022**
TIME STARTED : **5:30 p.m.**
TIME ENDED : **6:25 p.m.**
MEMBERS PRESENT : **Councilmember Stoesz, Lyden, Ruhland,
Cavegn and Mayor Rafferty**
MEMBERS ABSENT : **None**

Staff members present: City Administrator Sarah Cotton; Human Resources and Communications Coordinator Meg Sawyer; Community Development Director Michael Grochala; City Planner Katie Larsen; City Engineer Diane Hankee; Public Safety Director John Swenson; Public Services Director Rick DeGardner; City Clerk Julie Bartell

1. Preliminary Design for the Hodgson/CR J Improvements – Community Development Director Grochala introduced representatives from Anoka County and WSB and Associates who are working on the project. Anoka County staff reviewed a PowerPoint presentation that included information on the following:

- Challenges – traffic operations, closeness of adjacent properties, skew of existing intersection, right of way impact;
- Options – roundabout, signal;
- Overall Layouts – each option;
- Traffic Comparisons – looking ahead as well;
- Alternative Comparisons (charted); more benefits at this point for the roundabout;
- Next steps – sharing with jurisdictions and public (including website comments and live open house);
- 2023 Construction is envisioned.

Mayor Rafferty remarked that the open house held for Birch Street improvements was well received and well handled.

Councilmember Cavegn remarked that there is more space available to the east and he wonders why that isn't being utilized. County staff explained that they weighed options and are initially presenting a plan they feel is fair and works well with properties. Staff then clarified that they are in the process of setting up meetings with the property owners.

Councilmember Stoesz noted north to south direction and that in the SE quadrant it seems impossible to get into the gas station without a roundabout. Staff explained how access could be provided. Councilmember Stoesz asked about barriers to prevent certain movements around the intersection; staff has not looked at that possibility at this point. Pedestrian access (with roundabout) would be handled with ramps, similar to what was done on Birch Street. Is fixing the trail part of the project? Staff said they are working on getting that done.

CITY COUNCIL WORK SESSION

DRAFT

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Councilmember Lyden echoed that the process and product for Birch Street was well done. One improvement would be adding pedestrian crossing signals. He sees that staff prefers a roundabout and also has a schedule to follow. He wonders if the necessary conversations with property owners has begun; staff indicated some discussion is underway.

Mayor Rafferty asked about costs involved with a signal. Staff said, in general, the signal represents added costs. The mayor said he will be very interested to hear what the area property owners have to say.

2. Redistricting and Voting Precincts – City Clerk Bartell reviewed a PowerPoint presentation that included information on the following

- Overview of redistricting process;
- Possible impact on City voting districts;
- Timeline for consideration.

City Clerk Bartell then reviewed the City’s current voting precinct map and discussed possible changes.

Information on city precincts, including a map with a change proposed to Precinct 5, was reviewed. The council directed staff to prepare for the change to Precinct 5 while awaiting redistricting information.

3. Review Regular Agenda

The agenda was reviewed and there were no changes.

The meeting was adjourned at 6:25 p.m.

These minutes were considered, corrected and approved at the regular Council meeting held on February 14, 2022.

Julianne Bartell, City Clerk

Rob Rafferty, Mayor

COUNCIL MINUTES

DRAFT

**LINO LAKES CITY COUNCIL
REGULAR MEETING
MINUTES**

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DATE : **January 24, 2022**
TIME STARTED : **6:30 p.m.**
TIME ENDED : **7:00 p.m.**
MEMBERS PRESENT : **Council Member Stoesz,
Ruhland, Cavegn and Mayor Rafferty**
MEMBERS ABSENT : **Council Member Lyden**

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

PUBLIC COMMENT

There were no public comments.

SETTING THE AGENDA

The agenda was approved as presented.

SPECIAL PRESENTATION

Presentation of plaque to Richard Jensen for 14 years of service on the Park Board.

CONSENT AGENDA

Councilmember Stoesz moved to approve the Consent Agenda, Items 1A through 1D as presented. Councilmember Ruhland seconded the motion. Motion carried on a voice vote.

ITEM **ACTION**

Consideration of Expenditures:

- | | | |
|----|---|----------|
| A) | January 24, 2022 (Check No. 115718 through 115812) in the Amount of \$619,666.06 | Approved |
| B) | Consider Approval of January 3, 2022 Council Work Session Minutes | Approved |
| C) | Consider Approval of January 10, 2022 Council Minutes | Approved |
| D) | Consider Approval of January 10, 2022 Council Work Session Minutes | Approved |

FINANCE DEPARTMENT REPORT

There was no report from the Finance Department.

COUNCIL MINUTES

DRAFT

39 ADMINISTRATION DEPARTMENT REPORT

40 **3A) Consider Appointment of Fire Lieutenant/Fire Inspector** – Human Resources and
41 Communications Manager Sawyer reviewed her written report that included information on the
42 qualifications and background of candidate Brian Finke. Staff is recommending the appointment of
43 Mr. Finke.

44 Councilmember Ruhland noted that he met Mr. Finke and found him very knowledgeable; he feels
45 this position will be a great fit.

46 Councilmember Stoesz confirmed that the position’s education requirement is met with an
47 Associates Degree (along with Mr. Finke’s current studies).

48 Councilmember Cavegn moved to approve the appointment of Brian Finke as recommended.
49 Councilmember Ruhland seconded the motion. Motion carried on a voice vote.

50 **3B) Consider Approval of Employee Fitness Membership Policy**– Human Resources and
51 Communications Manager Sawyer reported that staff has prepared a policy based on research and
52 other considerations; the policy was reviewed by The Rec Center Advisory Committee.

53 Councilmember Ruhland asked if there is a requirement for minimum attendance, as is the case with
54 healthcare reimbursement.

55 Administrator Cotton explained that since employees wouldn’t have any cost, they would not qualify
56 for any health care reimbursement.

57 Councilmember Cavegn asked if there would be a discount for family membership as well. Ms.
58 Sawyer said the cost of a single membership would be deducted from the family (or dual) membership
59 cost.

60 Resident Richard Jenson asked if there will be a senior rate? Ms. Cotton said there will be a senior
61 rate as well as a Silver Sneakers options (through health care).

62 Councilmember Stoesz moved to approve the Employee Fitness Policy as presented.
63 Councilmember Ruhland seconded the motion. Motion carried on a voice vote.

64 **3C) Consider Appointment of Police Officer** – Human Resources and Communications Manager
65 Sawyer reviewed her written report that included information on applicant Kevin Tracy’s education,
66 training and qualifications. Staff is recommending appointment of Mr. Tracy.

67 Public Safety Director Swenson clarified sworn strength for the department after this hire. He also
68 noted that the start date may have to be pushed forward slightly depending on circumstances.

69 Councilmember Cavegn moved to approve the appointment of Kevin Tracy as recommended.
70 Councilmember Ruhland seconded the motion. Motion carried on a voice vote.

71 PUBLIC SAFETY DEPARTMENT REPORT

72 There was no report from the Public Safety Department.

73 PUBLIC SERVICES DEPARTMENT REPORT

74 **5A) Consider Resolution No. 22-15, Accepting Quotes and Awarding a Contract for Rookery**
75 **Flooring and Tiling Improvements** – Public Services Director DeGardner reviewed his written
76 report. He reviewed the scope of the project and noted that bids for the work were received recently.

COUNCIL MINUTES

DRAFT

77 The low bid is recommended and work is proposed to be funded through American Rescue Plan Act
78 (ARPA) dollars.

79 Councilmember Stoesz moved to approve Resolution No. 22-15 as presented. Councilmember
80 Ruhland seconded the motion. Motion carried on a voice vote.

81 **COMMUNITY DEVELOPMENT REPORT**

82 **6A) Natures Refuge: i. Consider Resolution No. 22-13 approving PUD Final Plan/Final**
83 **Plan; ii. Consider Resolution No. 22-14 approving Development Agreement** – City Planner Larsen
84 reviewed a PowerPoint presentation that included information on the following:

- 85 - 61 lot subdivision, 94 acre parcel (shown on map);
- 86 - Previous preliminary approvals;
- 87 - Revision to final plat is minor lot line requirement only;
- 88 - Original plat (shown);
- 89 - Approvals requested.

90 At the council’s request, staff reviewed the trails planned within the development. The council and
91 staff also discussed roadway connections for the future (some are stubbed). The park dedication
92 revenue from the development will provide for new trails.

93 Councilmember Stoesz moved to approve Resolution No. 22-13 and Resolution No. 22-14 as
94 presented. Councilmember Ruhland seconded the motion. Motion carried on a voice vote.

95 **UNFINISHED BUSINESS**

96 There was no Unfinished Business.

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98 **NEW BUSINESS**

99 There was no New Business.

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101 **COMMUNITY EVENTS**

102 There were no events announced.

103 **COMMUNITY CALENDAR**

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| <i>Community Calendar – A Look Ahead</i> | | | |
|---|-----------------------|---------------------------|----------------------|
| January 24, 2022 through February 14, 2022 | | | |
| ✚ | Wednesday, January 26 | 6:30 pm, Council Chambers | Environmental Board |
| ✚ | Wednesday, February 2 | 6:30 pm, Council Chambers | Park Board |
| ✚ | Thursday, February 3 | 8:00 am, Community Room | EDAC |
| ✚ | Monday, February 7 | 6:00 pm, Community Room | Council Work Session |
| ✚ | Monday, February 14 | 6:00 pm, Community Room | Council Work Session |
| ✚ | Monday, February 14 | 6:30 pm, Council Chambers | City Council Meeting |

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ADJOURN

There being no further business, Councilmember Ruhland moved to adjourn at 7:00 p.m.
Councilmember Stoesz seconded the motion. Motion carried on a voice vote.

COUNCIL MINUTES

DRAFT

118 The Economic Development Authority (EDA) meeting followed the regular city council meeting.
119 (see separate minutes)

120
121 These minutes were considered and approved at the regular Council Meeting on February 14, 2022.
122

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124

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126 _____
127 Julianne Bartell, City Clerk

Rob Rafferty, Mayor

**CITY COUNCIL
AGENDA ITEM 1E**

STAFF ORIGINATOR: Hannah Lynch, Finance Director

MEETING DATE: February 14, 2022

TOPIC: Consider Resolution No. 22-22, Electing the Standard Allowance Available under the Revenue Loss Provision of the American Rescue Plan Act

VOTE REQUIRED: 3/5

BACKGROUND

The City has been allocated \$2,417,213.82 of American Rescue Plan Act (ARPA) funds. The funds have been accepted and are planned to be used in a manner consistent with guidance adopted by the United States Department of Treasury.

In May 2021, the Treasury published the Interim Final Rule describing eligible and ineligible uses of funds as well as other program provisions. Under that guidance the City adopted a spending plan on December 13, 2021.

On January 6, 2022, Treasury issued the Final Rule delivering broader flexibility and greater simplicity in the program. The Final Rule offers a standard allowance for revenue loss of up to \$10 million, allowing recipients to select between a standard amount of revenue loss or complete a full revenue loss calculation. Recipients that elect the standard allowance may use that amount, in many cases their full award, for government services, with streamlined reporting requirements.

By electing the standard allowance available under the revenue loss provision of ARPA in the amount of \$2,417,213.82, the City may spend all allocated ARPA funds for the provision of government services.

Similar to the initial spending plan, the City intends to use the revenue loss funds for the provision of government services to re-open the Rookery Activity Center and, if needed, other pay-go spending for capital improvements and purchases.

RECOMMENDATION

Staff is recommending approval of Resolution No. 22-22, Electing the Standard Allowance Available under the Revenue Loss Provision of the American Rescue Plan Act.

ATTACHMENTS

Resolution 22-22

**CITY OF LINO LAKES
RESOLUTION NO. 22-22**

**RESOLUTION ELECTING THE STANDARD ALLOWANCE
AVAILABLE UNDER THE REVENUE LOSS PROVISION OF THE
CORONAVIRUS LOCAL FISCAL RECOVERY FUND
ESTABLISHED UNDER THE AMERICAN RESCUE PLAN ACT**

WHEREAS, Congress adopted the American Rescue Plan Act in March 2021 (“ARPA”) which included \$65 billion in recovery funds for cities across the country.

WHEREAS, ARPA funds are intended to provide support to state, local, and tribal governments in responding to the impact of COVID-19 and in their efforts to contain COVID-19 in their communities, residents, and businesses.

WHEREAS, The Fiscal Recovery Funds provides for \$19.53 billion in payments to be made to States and territories which will distribute the funds to nonentitlement units of local government (NEUs).

WHEREAS, The ARPA requires that States and territories allocate funding to NEUs in an amount that bears the same proportion as the population of the NEU bears to the total population of all NEUs in the State or territory.

WHEREAS, \$2,417,213.82 has been allocated to the City of Lino Lakes (“City”) pursuant to the ARPA.

WHEREAS, The Coronavirus State and Local Fiscal Recovery Funds ensures that governments have the resources needed to fight the pandemic and support families and businesses struggling with its public health and economic impacts, maintain vital public services, even amid declines in revenue, and build a strong, resilient, and equitable recovery by making investments that support long-term growth and opportunity.

WHEREAS, In May 2021, the US Department of Treasury (“Treasury”) published the Interim Final Rule describing eligible and ineligible uses of funds as well as other program provisions, sought feedback from the public on these program rules, and began to distribute funds.

WHEREAS, on January 6, 2022, Treasury issued the final rule. The final rule delivers broader flexibility and greater simplicity in the program, responsive to feedback in the comment process.

WHEREAS, the final rule offers a standard allowance for revenue loss of up to \$10 million, allowing recipients to select between a standard amount of revenue loss or complete a full revenue loss calculation.

WHEREAS, recipients that select the standard allowance may use that amount, in many cases their full award, for government services, with streamlined reporting requirements.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Lino Lakes, the City elects the standard allowance available under the revenue loss provision of the American Rescue Plan Act in the amount of \$2,417,213.82 to be used for the general provision of government services.

Adopted by the City Council of the City of Lino Lakes this 14th day of February 2022.

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

The following voted against same:

Rob Rafferty, Mayor

ATTEST:

Julianne Bartell, City Clerk

**CITY COUNCIL
AGENDA ITEM 1F**

STAFF ORIGINATOR: Hannah Lynch, Finance Director

MEETING DATE: February 14, 2022

TOPIC: Consider Adopting Capital Asset Policy

VOTE REQUIRED: 3/5

BACKGROUND

The City has previously followed an informal Capital Asset Policy. A Capital Asset Policy does not affect the budgeting or purchasing of capital assets, it is strictly used for financial reporting purposes.

The attached Capital Asset Policy provides guidance to meet financial reporting requirements. When preparing for the annual audit, staff is guided by the policy in regards to what is considered a capital asset, the cost that should be assigned to it, and the useful life in which the asset is depreciated.

Previously, the City used a \$2,500 capitalization threshold for all asset classes. The Capital Asset Policy assigns a capitalization threshold to each asset class. This practice is widely used by other local government units.

RECOMMENDATION

Staff recommends adopting the Capital Asset Policy.

ATTACHMENTS

Capital Asset Policy



CAPITAL ASSET POLICY

January 1, 2021

INTRODUCTION

The City of Lino Lakes was required to implement Governmental Accounting Standards Board (GASB) Statement No. 34, *Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments* for the fiscal year ending December 31, 2003. Statement No. 34 established new financial reporting requirements for state and local governments throughout the United States. Statement No. 34 created new information and restructured much of the information that the City of Lino Lakes had presented in its annual reports prior to implementation. The intent of those new requirements was to make annual reports more comprehensive and easier to understand and use.

Two key components of Statement No. 34 required governments to report capital assets and the capital assets depreciation over their estimated useful lives. Though the City has informally followed a policy since the introduction of the new standards, it is necessary for the City to formally develop and implement a Capital Asset Policy that meets the financial statement reporting requirements.

While the Capital Asset Policy is not all encompassing, it will provide guidance for the City to meet the reporting requirements, i.e., meeting the primary objective of financial reporting as it pertains to valuation, allocation, presentation and disclosure; therefore, this policy will not be used for property control purposes.

This policy was approved 2/14/2022 and is effective retroactively to 1/1/2021.

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| Section II | Reporting Capital Assets | 1 |
| Section III | Major Asset Classes | 2 |
| Section IV | Depreciating Capital Assets | 6 |
| Section V | Capital Assets Estimated Useful Life | 7 |

CITY OF LINO LAKES CAPITAL ASSET POLICY

Purpose

It is the policy of the City of Lino Lakes to maintain appropriate procedures regarding the procurement, management, and disposal of all capital assets in accordance with Governmental Accounting Standards Board Statement No. 34 (GASB 34). This Capital Assets Policy establishes criteria for reporting capital assets within the City's financial statements in order to provide users with consistent and comparable information for the current and all future fiscal periods.

Section I: Define Capital Assets and Capitalization Thresholds

Capital assets are reported in the applicable governmental or business-type activities columns in the City's government-wide financial statements.

A capital asset is real or personal property used in operations which has an individual value equal to or greater than the capitalization threshold set forth by the City, for that specific asset classification, and has an estimated useful life greater than one year. For financial reporting purposes only, the City will classify and establish capitalization thresholds for each asset class as follows:

| | |
|---|-----------|
| Land | \$10,000 |
| Buildings and building improvements | \$50,000 |
| Improvements other than buildings (land improvements) | \$25,000 |
| Machinery and equipment | \$10,000 |
| Infrastructure and other improvements | \$100,000 |
| Other assets | \$10,000 |
| Construction in progress | *** |

***Accumulate all costs and capitalize if over the capitalization threshold for the applicable asset class.

Section II: Reporting Capital Assets

Capital assets are reported at their historical cost. The historical cost of a capital asset should include the cost of the asset itself and the following:

- Ancillary charges necessary to place the asset into its intended location (e.g., freight charges)
- Ancillary charges necessary to place the asset into its intended condition for use (e.g., installation and site preparation charges)

A cost should only be capitalized if it is (1) directly identifiable with a specific asset and (2) only if it is incurred after the acquisition of the related asset has come to be considered probable (i.e., "likely to occur"). For example, a study to determine the best location for a building or a

feasibly study would not be capitalized while legal costs to acquire property would be capitalized.

The historical cost of a capital asset should include the cost of any subsequent additions or improvements but exclude the cost of repairs and maintenance. An addition or improvement, unlike a repair, either enhances a capital asset's functionality (effectiveness or efficiency), or it extends a capital asset's expected useful life. For example, mill and overlays or periodically resurfacing a new road would be treated as a repair (the cost would not be capitalized), while reconstructing a road or adding a new lane constitutes an addition (a cost that would be capitalized).

In the event the historical cost of a capital asset is not practically determinable, it will be necessary to record an estimated historical cost of the asset using alternative methods. Alternative methods include standard costing and normal costing. Standard costing estimates the historical cost of a capital asset by establishing the average cost of obtaining the same or a similar asset at the time of acquisition. Normal costing estimates historical cost based on the current cost to either reproduce or replace the capital asset, indexed by a reciprocal factor from the estimated acquisition date, i.e., taking the value of acquiring the asset new today and then discounting that amount by an appropriate inflation factor back to the date of acquisition.

Assets that the City purchases at a nominal amount or are given by another party are to be recorded as donations rather than using the actual nominal cost to the City. Donated capital assets should be reported at their estimated fair value at the time of acquisition plus ancillary charges, if any. Fair value is the amount at which an asset could be exchanged in a current transfer at arm's length between willing parties, other than in a forced or liquidation sale. For assets that do not have easily obtainable fair market values, the City should use the amount it would cost them to purchase or contract the asset in question. Donations are defined as voluntary contributions of resources to the City by a non-governmental entity. A voluntary contribution of resources between governmental entities is not a donation.

Section III: Major Asset Classes

Governments commonly report seven or more major classes of capital assets:

1. Land

Land is generally characterized by an indefinite useful life; therefore, it is not depreciated. The cost of land should not only include its acquisition price, but also the cost of initially preparing the land for its intended use (excavation, fill, grading). Land frequently is closely associated with some other assets (e.g., land under a building or road). No matter how close this relationship may be, land should always be treated separately. Examples of items to be capitalized as land and land improvements include:

- Purchase price or fair value at time of gift
- Commissions

- Professional fees, including title searches, architect, legal, engineering, appraisal, surveying, environmental assessments, etc.
- Land excavation, fill, grading, and drainage
- Demolition of existing buildings and improvements (less salvage value)
- Removal, relocation, or reconstruction of property owned by others such as power, telephone, and railroad lines
- Interest on mortgages accrued at the date of purchase
- Accrued and unpaid taxes at the date of purchase
- Other costs incurred in acquiring the land
- Water wells, including initial cost for drilling, the pump, and its casing
- Permanent right-of-way

2. Buildings and Building Improvements

Buildings. All permanent structures that are attached to land, have a roof, are partially or completely enclosed by walls, and are not intended to be transportable or moveable are included in this asset class. The City can elect to report major components of buildings as separate capital assets in their own right, when these components have a significantly shorter estimated useful life than the structure to which they relate (e.g., HVAC). Examples of items to be capitalized as buildings include:

Purchased Buildings

- Original purchase price
- Expenses for remodeling, reconditioning, or altering a purchased building to make it ready for its intended purpose
- Environmental compliance, i.e., asbestos abatement
- Professional fees, includes architectural, engineering, management fees for design and supervision, and legal fees
- Cancellation or buyout of existing leases
- Other costs required to place or render the asset into operation

Constructed Buildings

- Completed project costs
- Cost of excavation, grading, or filling of land for a specific building
- Expenses incurred for the preparation of plans, specifications, and blueprints
- Building permits
- Costs of temporary buildings used during construction
- Additions to buildings, i.e., expansions, extensions, or enlargements

Building Improvements. Building improvements include capitalized costs that materially extend the useful life of a building, increase the value of a building, or both. Building improvements should not include maintenance and repairs done in the normal course of

business. If practical, the costs of an improvement are normally added to the cost of the related structure, rather than treating it as a separate asset.

Examples of items to be capitalized as building improvements include:

- Installation or upgrade of heating and cooling systems, including ceiling fans and attic fans
- Original installation or upgrade of wall or ceiling covering such as carpeting, tiles, paneling, or parquet
- Structural changes such as reinforcement of floors or walls, installation or replacement of beams, rafters, joists, steel grids, or other interior framing
- Installation or upgrade of window or door-frames, upgrading windows or doors, built-in closet and cabinets
- Interior renovation of casings, baseboards, light fixtures, and ceiling trim
- Installation or upgrade of plumbing and electrical wiring
- Installation or upgrade of telecommunication systems

Examples of items considered repairs or maintenance in nature and should not be capitalized as buildings or building improvements include:

- Adding, removing and/or moving of walls relating to renovation projects that are not considered major rehabilitation projects and do not increase the value of the building
- Improvement projects of minimal or no added life expectancy and/or value to the building
- Plumbing or electrical repairs
- Cleaning, pest extermination, or other periodic maintenance
- Interior decoration, i.e., draperies, blinds, curtain rods, wallpaper
- Exterior decoration, i.e., detachable awnings, uncovered porches, decorative fences
- Maintenance-type interior renovation including repainting, touch-up plastering, replacement of carpet, tile, or pane sections, and refinishing of sinks and fixtures
- Replacement of a part or component of a building with a new part of the same type and performance capabilities, e.g., replacement of an old boiler with a new one of the same type and performance capabilities
- Any other maintenance-related expenditure which does not increase the value of the building

3. Improvements Other Than Buildings (Land Improvements)

This asset class is used for permanent (i.e., non-moveable) improvements, other than buildings, that add value to land but do not have an indefinite useful life (i.e. fences, parking lots, retaining walls). Moveable items should be classified as machinery and equipment.

4. Machinery and Equipment

This asset class includes vehicles, furnishings, and similar moveable items used for operations for which the benefit extends beyond one year from the date of receipt. Examples of expenditures to be capitalized as machinery and equipment include:

- Original contract or invoice price
- Freight charges
- Handling and storage charges
- In-transit insurance charges
- Sales, use and other taxes imposed on the acquisition
- Installation charges
- Charges for testing and preparation for use
- Cost of reconditioning used items
- Parts and labor associated with the construction of equipment, machinery, or vehicles

Note that the cost of extended warranties and/or maintenance agreements, which can be separately identified from the cost of the equipment, machinery, or vehicle, shall not be capitalized.

5. Infrastructure

Infrastructure assets are long-lived capital assets that normally are stationary in nature and normally can be preserved for a significantly greater number of years than most capital assets (i.e. roads, bridges, tunnels, drainage systems, water and sewer systems, dams, and lighting systems). As a general rule, the cost of buildings associated with infrastructure should be reported separately as buildings rather than as part of the cost of the infrastructure. The exception to this rule is buildings that are purely ancillary to a network or subsystem of infrastructure (e.g., road maintenance structures such as shops and garages associated with a highway system and water pumping stations associated with water systems).

Examples of infrastructure assets include:

- Roads, streets, curbs, gutters, and sidewalks
- Bridges
- Water and sanitary sewer systems
- Drainage and storm water systems
- Street light systems
- Signage

6. Other assets

This asset class is used for assets that do not fit into one of the other major asset classes. It also includes computer software that is either purchased or developed for internal use, which should be capitalized if the cost of the software exceeds the capitalization threshold and is depreciated over the software's estimated useful life. Capitalization of computer software includes software license fees if the total dollar amount of the fee divided by the number of units or terminals exceeds the threshold.

Examples of expenditures to be capitalized as computer software include:

- External direct costs of materials and services, i.e., third-party fees for services
- Costs to obtain software from third parties
- Travel costs incurred by employees in their duties directly associated with development
- Payroll and payroll-related costs of employees directly associated with or devoting time to encoding, installing, or testing
- Costs to develop or obtain software that allows for access or conversion of old data by new information systems

Note that upgrades and enhancements should only be capitalized to the extent that they increase the functionality of the product.

7. Construction in progress

This asset class is used for costs incurred to construct or develop an asset before it is substantially ready to be placed into service (at which time it is reclassified into the appropriate major asset class).

Section IV: Depreciating Capital Assets

Depreciation is the process of allocating the cost of a tangible asset to the periods of benefit. Capital assets shall be depreciated over their estimated useful life with exception of the following:

- Inexhaustible assets, i.e., land, and land improvements that do not require maintenance or replacement, e.g., certain works of art and historical treasures
- Construction work-in-progress

For financial purposes, the City will use the straight-line method of depreciation, which allocates the cost evenly over the life of the asset. Generally, at the end of an asset's life, the sum of the amounts charged for depreciation in each accounting period, or accumulated depreciation, will equal the original cost less salvage value.

Section V: Capital Assets Estimated Useful Life

The City's capital assets are depreciated over the following estimated useful lives derived from the Internal Revenue Service Alternative Depreciation System (ADS):

Land Indefinite life, not depreciated

Buildings and Building Improvements

| | |
|--|------------|
| Buildings | 40 years |
| Temporary and portable buildings | 25 years |
| Roof | 20 years |
| HVAC (heating, ventilation, air conditioning) | 20 years |
| Electrical | 20 years |
| Plumbing | 20 years |
| Sprinkler system | 20 years |
| Elevators | 20 years |
| Floor covering other than carpet | 15 years |
| Interior construction | 15 years |
| Security and fire alarm system | 10 years |
| Cabling | 10 years |
| Interior renovation | 10 years |
| Carpeting | 7 years |
| Other buildings and building improvements not listed above | 7-40 years |

Improvements Other Than Buildings (Land Improvements)

| | |
|---|-------------|
| Fencing and gates | 20 years |
| Landscaping | 20 years |
| Outdoor sprinkler and irrigation systems | 20 years |
| Golf courses | 20 years |
| Swimming pools, tennis and basketball courts, skate parks | 20 years |
| Fountains | 20 years |
| Retaining walls | 20 years |
| Outdoor lighting | 20 years |
| Recreation areas and athletic fields, including bleachers | 15 years |
| Paths and trails | 15 years |
| Septic systems | 15 years |
| Other improvements not listed above | 15-20 years |

Machinery and Equipment

| | |
|--|----------|
| Outdoor equipment (playgrounds, scoreboards) | 15 years |
| Firefighting trucks | 15 years |
| Athletic equipment | 10 years |
| Telecommunications equipment | 10 years |
| Fire department equipment | 10 years |
| Furniture and fixtures (excluding structural components) | 10 years |
| Grounds equipment (mowers, tractors, bobcats) | 10 years |
| Kitchen equipment (appliances) | 10 years |
| Lab equipment | 10 years |
| Law enforcement equipment | 10 years |
| Custodial equipment | 10 years |
| Business machines and office equipment | 7 years |
| Audio visual equipment | 6 years |

| | |
|---|---------|
| Heavy general purpose truck and equipment (weight > 13,000lbs) | 6 years |
| Cars, light general purpose trucks (weight < 13,000lbs) | 5 years |
| Photocopiers | 5 years |
| Computer equipment and software (servers, network equipment, large software packages such as document management software) | 5 years |
| Machinery, tools, and other equipment not listed above | 5 years |

Infrastructure and Other Improvements

| | |
|--|-------------|
| Water, sanitary sewer, storm sewer systems | 50 years |
| Roads, streets, curb, and gutter | 20 years |
| Sidewalks | 20 years |
| Bridges | 20 years |
| Parking lots, driveways, and parking barriers | 15 years |
| Other infrastructure and improvements not listed above | 15-50 years |

**CITY COUNCIL
AGENDA ITEM 1G**

STAFF ORIGINATOR: Rick DeGardner, Public Services Director

MEETING DATE: February 14, 2022

TOPIC: Consider Approval of Operating Hours and Membership Rates for
The Rookery Activity Center

VOTE REQUIRED: 3/5

INTRODUCTION

Staff is recommending the following hours of operation for the Rookery Activity Center, subject to change:

Monday – Friday 5:00am - 10:00pm
Saturday – Sunday 6:00am - 8:00pm

Staff is also recommending the City Council approve the attached membership rates, subject to change.



THE ROOKERY

ACTIVITY CENTER

Proposed Membership Rates 2022 & 2023

Services Included in Membership

Memberships include full use of the Rookery Activity Center including fitness floor, pool, gymnasium, and locker rooms. Membership also includes access to all basic fitness classes, open gym and open swim, use of a daily locker, and free guest passes. Towel service, drop-in child care, premium fitness classes, swim programs, and other recreational programs will be available for an additional cost.

Membership

Anyone is welcome to join the Rookery Activity Center. Memberships can be purchased via automatic monthly Electronic Fund Transfer (EFT) or pay in advance for 1 full year.

Membership Definitions – these definitions apply to all memberships, multi-visit passes, or drop-in passes.

- Resident – anyone living within the city limits of Lino Lakes. Must provide proof of residency to receive resident rate. Proof could be driver’s license, utility bill, or cable bill.
- Non-Resident – anyone living outside the city limits of Lino Lakes.
- Adult - Anyone ages 18 – 61.
- Dual - Any 2 individuals living in the same household. Both individuals must provide proof of household.
- Senior – Ages 62+, must provide proof of age.
- Youth – Ages 18 and under; members age 14 and under require adult supervision.
- Family - One or two adults and dependent children age 18 and under who are living in the same household. Parental supervision is required for children age 14 and under. Need to provide proof of family.
- Military - Active and retired military receive 10% discount on adult, dual, senior, and family membership categories; discount does not apply to daily drop-in or multi-visit passes. Discharge papers, military DD-214, or current military ID are required to receive this discount.

Monthly Membership Prices

| Monthly Membership | Resident Rate | Non-Resident Rate |
|--------------------|---------------|-------------------|
| Adult | \$55 | \$65 |
| Dual | \$82 | \$97 |
| Senior^ | \$40 | \$47 |
| Youth | \$30 | \$36 |
| Family | \$100 | \$120 |
| Military | 10% off rate | 10% off rate |

* All rates do not include tax and are subject to change.

Monthly Membership Information

- ^SilverSneakers/Optum/other senior fitness benefit programs are eligible at The Rookery Activity Center. Membership includes access to all activity spaces, locker rooms, and basic group fitness classes for all qualifying adults.
- Monthly membership requires an electronic payment on file (credit card). A \$30 fee will be assessed to any membership payment which is declined or returned.
- Monthly membership requires a 3-month minimum term. After 3-months the membership can be cancelled at anytime per the cancellation policy.
- Upon signing up to the Rookery Activity Center new members will be charged a prorated fee for the first month of membership based on enrollment date.
- Monthly billing will occur on the 1st of each month.
- Adult, Dual, Senior, and Youth Monthly Memberships include 1 guest pass per quarter. Family Monthly Memberships include 3 guest passes per quarter, passes must be used within a year of issue date.
- Members receive priority registration for swimming lessons, fitness classes and other activity center programming.
- Requests to cancel membership must be received in writing by the 15th of the month to cancel the next month billing.

Annual Membership Rates

| Prepaid Annual Membership | Resident Rate | Non-Resident Rate |
|----------------------------------|----------------------|--------------------------|
| Adult | \$605 | \$715 |
| Dual | \$902 | \$1,067 |
| Senior | \$440 | \$517 |
| Youth | \$330 | \$396 |
| Family | \$1,100 | \$1,320 |
| Military | 10% off rate | 10% off rate |

*** All rates do not include tax and are subject to change.**

Annual Membership Information

- Annual memberships require full payment on membership enrollment date.
- The rates are priced to receive one month free by purchasing the annual membership.
- Memberships are valid for 1 full year from enrollment date.
- Adult, dual, senior, and youth memberships include 4 guest passes per year. Family membership includes 12 guest passes per year, passes must be used prior to membership expiration date.
- Members receive priority registration for swimming lessons, fitness classes and other activity center programming.
- Requests to cancel must be received in writing. Membership cancellations received prior to membership expiration date will incur 3-month termination penalty.

Enrollment Fee

| Enrollment Fee | Resident Rate | Non-Resident Rate |
|-----------------------|----------------------|--------------------------|
| Enrollment Fee | \$39 | \$39 |

- A one-time \$39 Enrollment Fee will be charged upon enrollment.

Multi-Visit Pass (10 Visits) Rates

| Multi-Visit Pass (10 Visits) | Resident Rate* | Non-Resident Rate |
|------------------------------|----------------|-------------------|
| Adult | \$80 | \$100 |
| Senior/Youth | \$60 | \$70 |

Multi-Visit Pass (10 Visits) Information

- Multi-Visit passes are good for 10 visits to the Rookery Activity Center.
- Multi-Visit passes will expire one-year from the date of purchase.
- Multi-Visit passes will provide visitors access to fitness center, basic fitness classes, open gym, and open swim.
- Pass holders are required to follow all rules and policies of the Rookery Activity Center.

Daily Drop-In Rates

| Daily Drop-In Rates | Resident Rate* | Non-Resident Rate |
|---------------------|----------------|-------------------|
| Adult | \$10 | \$12 |
| Youth | \$7 | \$8 |

Daily Drop-In Information

- Any non-member is welcome to purchase a Daily Drop-In pass.
- The drop-in pass provides access to fitness center, basic fitness classes, open gym, and open swim.
- Non-members are required to follow all rules and policies of the Rookery Activity Center.
- Non-members may be eligible for premium programming at the non-member rates to join classes or programs when available.
- Non-Members also may purchase towel service while in the Rookery.

Drop-in Child Watch Program

| Rate | \$3/child/stay |
|------|----------------|
|------|----------------|

- Childcare is available to members of The Rookery Activity Center.
- Rates are per child/stay.
- 2 ½ hour maximum stay for any child.
- Payment due at drop-off and is non-refundable.
- Parent/Guardians must stay inside the Rookery Activity Center while child is in child watch.

Towel Service

| Towel Service | \$4 One-Time Fee | \$10 Monthly |
|---------------|------------------|--------------|
|---------------|------------------|--------------|

Premium Fitness Classes (i.e. Kettlebells)

- Not included with membership. Ron to provide fee schedule.

Spinning Classes

- Not included with membership. Ron to provide fee schedule.

Personal and Specialty Training

- Not included with membership. Ron to provide fee schedule.

**CITY COUNCIL
AGENDA ITEM 1H**

STAFF ORIGINATOR: Sarah Cotton, City Administrator

MEETING DATE: February 14, 2022

TOPIC: Consider Approval of Settlement Agreement, St. Clair Land Company

VOTE REQUIRED: 3/5

INTRODUCTION

The Council is being asked to approve a Settlement Agreement and Release between St. Clair Land Company and the City of Lino Lakes.

BACKGROUND

The City of Lino Lakes and St. Clair Land Company are parties to a civil action captioned St. Clair Land Company v. City of Lino Lakes, Anoka County Court File No. 02-CV-20-4137, relating to St. Clair's breach of contract claims against the City. A court trial was held on October 4 and 5, 2021, and the Court issued Findings of Fact, Conclusions of Law and Order for Judgment on February 3, 2022. The Parties wish to resolve all Claims between them in the Full and Final Settlement Agreement and Release (attached).

RECOMMENDATION

Staff is recommending approval of the Settlement Agreement and Release.

ATTACHMENTS

Final Settlement Agreement and Release

FULL AND FINAL SETTLEMENT AGREEMENT AND RELEASE

This Full and Final Settlement Agreement and Release (“Agreement”) is entered into by and between St. Clair Land Company (“St. Clair”) and the City of Lino Lakes (“City”) (each is a “Party,” and collectively they are the “Parties”).

The Parties are parties to a civil action captioned *St. Clair Land Company v. City of Lino Lakes*, Anoka County Court File No. 02-CV-20-4137 (the “Action”), relating to St. Clair’s breach of contract claims against the City. A court trial was held on October 4 and 5, 2021, and the Court issued Findings of Fact, Conclusions of Law and Order for Judgment on February 3, 2022. The Parties wish to resolve all Claims (defined below) between them in this Agreement.

For and in consideration of the mutual releases, covenants, and undertakings in this Agreement, and for other good and valuable consideration, which each Party acknowledges, the Parties incorporate the above Recitals and agree as follows:

1. Settlement Terms. The City and St. Clair agree to the following settlement terms:

- a. St. Clair will dismiss its claim related to the Driveway Repair at 6575 Enid Trail. The amount of this claim is \$2,645.00
- b. St. Clair will waive its appeal rights to any and all claims assert in this Action.
- c. The City will not petition the Court for its attorney’s fees and costs as allowed by Paragraph 17(e) of the Development Agreement and the Court’s February 3, 2022 Order for Judgment.
- d. Both parties waive their right to pursue any statutorily available fees or costs.

2. Mutual Release of Claims.

(a) Mutual Release. In consideration of the promises contained herein, the City and St. Clair, for themselves, their successors, assigns, owners, agents, officers, directors and anyone else acting on their behalf, release, waive, surrender, and forever discharge one another and their successors, assigns, owners, agents, officers and directors from all claims, actions, causes of action, suits, debts, damages, liabilities, claims for attorneys’ fees, costs, expenses, counterclaims, cross-claims, injunctive relief, declaratory relief, claims for contribution, claims for indemnity, claims for subrogation, claims on surety or other bonds, judgments, and demands, in law or equity, of whatever kind or nature, whether known or unknown, suspected or unsuspected, fixed or contingent, apparent or concealed (collectively, “Claims”), which were asserted or could have been asserted in the Action.

3. Dismissal of Action with Prejudice. Upon execution of this Agreement, the Parties will execute and file a Stipulation for Dismissal with Prejudice and Order, dismissing the Action with prejudice, on the merits, and without fees or costs to any Party.

4. Non-Admission. The Parties agree nothing in this Agreement is an admission by any Party of any wrongdoing or violation of any law, and nothing in this Agreement shall be so construed by anyone. Each Party denies liability on every Claim that was or could have been asserted by any other Party.

5. Costs and Fees. Each Party shall bear its own respective costs and attorneys' fees.

6. Binding Agreement. This Agreement shall be binding upon and inure to the benefit of the Parties and their respective agents, servants, employees, officers, directors, principals, affiliated entities, shareholders, successors, insurers and assigns.

7. Entire Agreement and Severability. This Agreement contains the entire agreement regarding the subject matter of the Agreement and was jointly drafted by the Parties. Any ambiguity in this Agreement shall not be construed against any one of the Parties. Any modification or addition to this Agreement must be in writing and signed by each Party. If any part of this Agreement is invalid or cannot be enforced, such part will be deleted or modified so it is enforceable, and the other parts of this Agreement will remain in effect.

8. Choice of Law. The parties agree this Agreement is governed by the laws of the State of Minnesota without regard to conflicts of law principles, and any dispute about any aspect of this Agreement or its terms may be decided only in a court of competent jurisdiction in Minnesota.

9. Parties Represented by Counsel. Each Party was represented by counsel through the negotiations leading to the resolution embodied in this Agreement. Each Party has signed this Agreement as a free and voluntary act.

10. Execution. This Agreement may be signed in counterparts, all of which together shall constitute one Agreement, and copies of signatures delivered electronically or by facsimile shall be deemed the same as original signatures.

For St. Clair Land Company

Date

By: _____
Jamie Jensen

For City of Lino Lakes

Date

By: _____
Rob Rafferty
Its: Mayor

For City of Lino Lakes

Date

By: _____
Julie Bartell
Its: City Clerk

**CITY COUNCIL
AGENDA ITEM 1I**

STAFF ORIGINATOR: John Swenson, Public Safety Director

MEETING DATE: February 14, 2022

TOPIC: Acceptance Monetary Donation for Police Equipment

VOTE REQUIRED: 3/5

INTRODUCTION

The Lino Lakes Public Safety Department is requesting council approval to accept a monetary donation from the Coss Family Foundation for the purchase of police equipment.

BACKGROUND

The Coss Family Foundation has made previous monetary donation to the City of Lino Lakes in support of the police canine program within the Public Safety Department. This foundation would like to donate \$20,000 for the purchase of needed police equipment.

RECOMMENDATION

Staff recommends Council accept a monetary donation in the amount of \$20,000 for the purchase of police equipment.

ATTACHMENTS

None

**CITY COUNCIL
AGENDA ITEM 1J**

STAFF ORIGINATOR: Lisa Hogstad-Osterhues, Deputy Clerk

MEETING DATE: February 14, 2022

TOPIC: Advisory Board Appointment

VOTE REQUIRED: 3/5

INTRODUCTION

Each year, the City council appoints or reappoints citizens to serve on council advisory boards/committee.

BACKGROUND

An Interview was conducted with the following results:

Economic Development Advisory Committee – 1 Seat – 1 Applicant

Blakely LaCroix 3 Year Term

RECOMMENDATION

Approve advisory committee appointment as listed above.

**CITY COUNCIL
AGENDA ITEM 1K**

STAFF ORIGINATOR: Lisa Hogstad-Osterhues, Deputy City Clerk

MEETING DATE: February 14, 2022

TOPIC: Consider Approval of Resolution No. 22-25,
Individual Massage License for Chanel Littleton, Allure
Salon

VOTE REQUIRED: 3/5

BACKGROUND

Chanel Littleton has applied for an Individual Massage License to work at Allure Salon located at 6511 Ward Road, Suite 190. Allure Salon currently holds an Enterprise Massage License and has other massage therapists on staff.

Chanel Littleton has met the requirements to be licensed in the city as a massage therapist.

Under city policy, applicants applying for a massage license are required to undergo a background investigation. The Lino Lakes Public Services Department performs the investigations and reports any information that would make applicants ineligible for the license. The background investigation has been completed and the Public Safety Department reports no reason to deny the license for Chanel Littleton.

Licensee is required to provide identification, to submit verification of proof of accreditation, work comp insurance if applicable as well as pay appropriate fees. No license will be released until all requirements are met.

RECOMMENDATION

Adopt Resolution 22-25 approving an individual massage license for Chanel Littleton for a period of February 15, 2022 through June 30, 2022.

ATTACHMENTS

Resolution 22-25

**CITY OF LINO LAKES
RESOLUTION NO. 22-25**

Approving Individual Massage License

WHEREAS, the City Council has approved regulations that license the practice of massage therapy in the City.

WHEREAS, the licensing period for Massage Enterprise and Individual Licenses in the City of Lino Lakes is one year, commencing on July 1 and ending on June 30 the following year;

WHEREAS, City staff has reviewed a new application for Individual Massage Therapist from Chanel Littleton and has verified that local licensing regulations are met;

WHEREAS, the Lino Lakes Public Service Department has conducted the required background investigations for the massage therapist license and has found no reason to deny;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LINO LAKES, MINNESOTA:

The City of Lino Lakes hereby approves the individual massage licenses for Chanel Littleton, Allure Salon. Approval contingent upon applicants meeting all city and state requirements for said licenses.

Adopted by the Council of the City of Lino Lakes this 14th day of February, 2022.

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

The following voted against same:

Rob Rafferty, Mayor

ATTEST:

Julianne Bartell, City Clerk

**CITY COUNCIL
AGENDA ITEM 1L**

STAFF ORIGINATOR: Sarah Cotton, City Administrator
MEETING DATE: February 14, 2022
TOPIC: Consider Approval of Civic Complex Renovation Expenditures
VOTE REQUIRED: 3/5

INTRODUCTION

The Council is being asked to consider approval of Civic Complex Renovation Expenditures.

BACKGROUND

On September 21, 2020, the City Council awarded bids for the 2020 City Hall Renovation Project including General Construction, Flooring, and Interior Furnishings to address COVID-19 related short comings with the existing configuration of the Public Services and Community Development end of City Hall.

Staff has obtained quotes to extend the carpet and office furnishings utilized within the 2020 project to the Administrative end of the City Hall, including office spaces and meeting rooms.

Funding for this project would be provided through the Bldg & Facilities Fund at a not to exceed amount of \$75,000.

RECOMMENDATION

Staff is recommending approval of the Civic Complex Renovation Expenditures.

ATTACHMENTS

Flooring Estimate
Work Station Estimate & Layout



952.808.9900 | 866.574.5389

INNOVATIVEOS.COM

SALES PERSON Chris Foss
651-486-1231
cfoss@innovativeos.com

FURNITURE PROPOSAL - DEPOSIT INVOICE

DATE 02/10/2022
CUSTOMER NAME CITY OF LINO LAKES - FURN ACCT
CUSTOMER NUMBER C110752
CUSTOMER PO phase 2
ORDER NAME Phase II Tek stations
ORDER NUMBER 204911
PROJECT NUMBER
TERMS NET30

BILL TO
CITY OF LINO LAKES - FURN ACCT
600 TOWN CENTER PKWY
LINO LAKES, MN 55014

ATTN: RICK DEGARDNER
Phone: 651-982-2444
Email: Rick.degardner@ci.lino-lakes.mn.us

SHIP TO
CITY OF LINO LAKES - FURN
600 TOWN CENTER PKWY
LINO LAKES, MN 55014-1182

ATTN: RICK DEGARDNER
Phone: 651-982-2444
Email: Rick.degardner@ci.lino-lakes.mn.us

Teknion CPC contract CPCTEKN.JP.MN.031424

| GROUP | DESCRIPTION | EXTENDED AMOUNT | | | |
|--------------|--|-----------------|-------|------------|-----------------|
| Workstations | | | | 35,540.79 | |
| | DESCRIPTION | QUANTITY | LIST | UNIT PRICE | EXTENDED AMOUNT |
| | TEKNION LLC BLGC--7 Rectangular Grommet 7:Platinum (Satin) Tag: Tag L1: Workstations | 12.00 Each | 24.00 | 9.36 | 112.32 |
| | % Off List: 61.00 | | | | |
| | TEKNION LLC CT22L---Foundat-J Cantilever, 22"d -Foundat:Foundation Colors J:Granite (Satin) Tag: Tag L1: Workstations | 15.00 Each | 67.00 | 20.55 | 308.25 |
| | % Off List: 69.33 | | | | |
| | TEKNION LLC CT22R---Foundat-J Cantilever, 22"d -Foundat:Foundation Colors J:Granite (Satin) Tag: Tag L1: Workstations | 15.00 Each | 67.00 | 20.55 | 308.25 |
| | % Off List: 69.33 | | | | |
| | TEKNION LLC EBFQC--YN Communications Base Feed YN:Platinum Grey Coordinate Tag: Tag L1: Workstations | 1.00 Each | 43.00 | 13.19 | 13.19 |



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FURNITURE PROPOSAL - DEPOSIT INVOICE

DATE 02/10/2022
CUSTOMER NAME CITY OF LINO LAKES - FURN ACCT
CUSTOMER NUMBER C110752
CUSTOMER PO phase 2
ORDER NAME Phase II Tek stations
ORDER NUMBER 204911
PROJECT NUMBER
TERMS NET30

% Off List: 69.33

| | | | | |
|---|------|--------|--------|--------|
| TEKNION LLC | 1.00 | 331.00 | 101.52 | 101.52 |
| EKBF8T72--A | Each | | | |
| Base Feed, 8-Wire Isolated Ground, 72" long | | | | |
| A:Canada/USA | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|---|------|--------|-------|-------|
| TEKNION LLC | 1.00 | 210.00 | 64.41 | 64.41 |
| EKBH8T072--A | Each | | | |
| Power Harness, 8-Wire Isolated Ground, 72" long | | | | |
| A:Canada/USA | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|---|------|--------|-------|--------|
| TEKNION LLC | 6.00 | 238.00 | 72.99 | 437.94 |
| EKBH8T096--A | Each | | | |
| Power Harness, 8-Wire Isolated Ground, 96" long | | | | |
| A:Canada/USA | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|--|------|--------|-------|--------|
| TEKNION LLC | 5.00 | 306.00 | 93.85 | 469.25 |
| EKBH8T144--A | Each | | | |
| Power Harness, 8-Wire Isolated Ground, 144" long | | | | |
| A:Canada/USA | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|---------------------------|------|--------|-------|--------|
| TEKNION LLC | 9.00 | 214.00 | 65.63 | 590.67 |
| EKQPD--8T-00R-A | Each | | | |
| Power Box, Double Length | | | | |
| 8T:8-Wire Isolated Ground | | | | |
| 00R:Standard Bracket | | | | |
| A:Canada/USA | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|------------------------------------|------|-------|-------|-------|
| TEKNION LLC | 4.00 | 36.00 | 11.04 | 44.16 |
| EKROS--1-A-YN | Each | | | |
| Receptacle Outlet, Standard 15 Amp | | | | |
| 1:Single, Circuit 1 | | | | |
| A:Canada/USA | | | | |
| YN:Platinum Grey Coordinate | | | | |



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DATE 02/10/2022
CUSTOMER NAME CITY OF LINO LAKES - FURN ACCT
CUSTOMER NUMBER C110752
CUSTOMER PO phase 2
ORDER NAME Phase II Tek stations
ORDER NUMBER 204911
PROJECT NUMBER
TERMS NET30

Tag: Tag L1: Workstations

% Off List: 69.33

| | | | | |
|------------------------------------|------|-------|-------|-------|
| TEKNION LLC | 4.00 | 36.00 | 11.04 | 44.16 |
| EKROS--2-A-YN | Each | | | |
| Receptacle Outlet, Standard 15 Amp | | | | |
| 2:Single, Circuit 2 | | | | |
| A:Canada/USA | | | | |
| YN:Platinum Grey Coordinate | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|------------------------------------|------|-------|-------|-------|
| TEKNION LLC | 4.00 | 36.00 | 11.04 | 44.16 |
| EKROS--3-A-YN | Each | | | |
| Receptacle Outlet, Standard 15 Amp | | | | |
| 3:Single, Circuit 3 (use with 8T) | | | | |
| A:Canada/USA | | | | |
| YN:Platinum Grey Coordinate | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|------------------------------------|------|-------|-------|-------|
| TEKNION LLC | 4.00 | 36.00 | 11.04 | 44.16 |
| EKROS--5-A-YN | Each | | | |
| Receptacle Outlet, Standard 15 Amp | | | | |
| 5:Single, Circuit 5 | | | | |
| A:Canada/USA | | | | |
| YN:Platinum Grey Coordinate | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|--|------|--------|--------|----------|
| ESI ERGONOMIC SOLUTIONS - FELLOWES (ISG - ESI) | 6.00 | 930.00 | 496.00 | 2,976.00 |
| EVOLVE2-MS--SLV | Each | | | |
| Evolve Series Dual Monitor Arm w/ 2 motion limbs & 2 sliders | | | | |
| SLV:Silver | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 46.67

| | | | | |
|----------------------------|-------|-------|-------|--------|
| TEKNION LLC | 12.00 | 40.00 | 12.27 | 147.24 |
| KBC---Foundat-J | Each | | | |
| Corner Bracket | | | | |
| -Foundat:Foundation Colors | | | | |
| J:Granite (Satin) | | | | |
| Tag: Tag L1: Workstations | | | | |



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FURNITURE PROPOSAL - DEPOSIT INVOICE

DATE 02/10/2022
 CUSTOMER NAME CITY OF LINO LAKES - FURN ACCT
 CUSTOMER NUMBER C110752
 CUSTOMER PO phase 2
 ORDER NAME Phase II Tek stations
 ORDER NUMBER 204911
 PROJECT NUMBER
 TERMS NET30

% Off List: 69.32

| | | | | |
|----------------------------|------|--------|-------|--------|
| TEKNION LLC | 6.00 | 105.00 | 32.20 | 193.20 |
| KCC423---Foundat-J | Each | | | |
| Three-Way Connector, 42"h | | | | |
| -Foundat:Foundation Colors | | | | |
| J:Granite (Satin) | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|----------------------------|------|-------|-------|-------|
| TEKNION LLC | 2.00 | 82.00 | 25.15 | 50.30 |
| KCC424---Foundat-J | Each | | | |
| Four-Way Connector, 42"h | | | | |
| -Foundat:Foundation Colors | | | | |
| J:Granite (Satin) | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|-----------------------------------|------|--------|-------|--------|
| TEKNION LLC | 4.00 | 157.00 | 48.15 | 192.60 |
| KCCN4290---Foundat-J-- | Each | | | |
| Two-Way Connector 90 Degree, 42"h | | | | |
| -Foundat:Foundation Colors | | | | |
| J:Granite (Satin) | | | | |
| -:Wide Gasket | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|--|------|--------|-------|--------|
| TEKNION LLC | 6.00 | 104.00 | 31.90 | 191.40 |
| KCI303---Foundat-J-- | Each | | | |
| Three-Way Intermediate Connector, 30"h | | | | |
| -Foundat:Foundation Colors | | | | |
| J:Granite (Satin) | | | | |
| -:Wide Gasket | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|---------------------------------------|------|-------|-------|-------|
| TEKNION LLC | 2.00 | 99.00 | 30.36 | 60.72 |
| KCI304---Foundat-J-- | Each | | | |
| Four-Way Intermediate Connector, 30"h | | | | |
| -Foundat:Foundation Colors | | | | |
| J:Granite (Satin) | | | | |
| -:Wide Gasket | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33



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FURNITURE PROPOSAL - DEPOSIT INVOICE

DATE 02/10/2022
CUSTOMER NAME CITY OF LINO LAKES - FURN ACCT
CUSTOMER NUMBER C110752
CUSTOMER PO phase 2
ORDER NAME Phase II Tek stations
ORDER NUMBER 204911
PROJECT NUMBER
TERMS NET30

| | | | | |
|--|------|--------|-------|--------|
| TEKNION LLC | 4.00 | 107.00 | 32.82 | 131.28 |
| KCIN3090---Foundat-J | Each | | | |
| Two-Way Intermediate Connector 90 Degree, 30"h | | | | |
| -Foundat:Foundation Colors | | | | |
| J:Granite (Satin) | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|--------------------------------|------|--------|--------|----------|
| TEKNION LLC | 6.00 | 660.00 | 202.42 | 1,214.52 |
| KDNBBF2215---Foundat-J-K-1-- | Each | | | |
| Pedestal, Box, Box, File, 22"d | | | | |
| -Foundat:Foundation Colors | | | | |
| J:Granite (Satin) | | | | |
| K:Key Alike | | | | |
| 1:Yes | | | | |
| -:No Counterweight | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|----------------------------------|------|--------|--------|----------|
| TEKNION LLC | 6.00 | 617.00 | 189.23 | 1,135.38 |
| KDNLF2215---Foundat-J-K-1-- | Each | | | |
| Pedestal, Large File, File, 22"d | | | | |
| -Foundat:Foundation Colors | | | | |
| J:Granite (Satin) | | | | |
| K:Key Alike | | | | |
| 1:Yes | | | | |
| -:No Counterweight | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|---|------|--------|--------|--------|
| TEKNION LLC | 3.00 | 330.00 | 101.21 | 303.63 |
| KECS13648---1--12-T727-YN | Each | | | |
| Acoustic Power/Comm. Element, Standard Width, Power only, 36"h x 48"w | | | | |
| -1:Teknion Fabric Gr.1 | | | | |
| -12:Emit | | | | |
| T727:Watt | | | | |
| YN:Platinum Grey Coordinate | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|--|------|--------|--------|--------|
| TEKNION LLC | 3.00 | 330.00 | 101.21 | 303.63 |
| KECS13648---1--12-T727-YN | Each | | | |
| Acoustic Power/Comm. Element, Standard Width, Power only, 36"h | | | | |



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FURNITURE PROPOSAL - DEPOSIT INVOICE

DATE 02/10/2022
CUSTOMER NAME CITY OF LINO LAKES - FURN ACCT
CUSTOMER NUMBER C110752
CUSTOMER PO phase 2
ORDER NAME Phase II Tek stations
ORDER NUMBER 204911
PROJECT NUMBER
TERMS NET30

x 48"w
-1:Teknion Fabric Gr.1
-12:Emit
T727:Watt
YN:Platinum Grey Coordinate
Tag: Tag L1: Workstations

% Off List: 69.33

| | | | | |
|--|------|--------|-------|--------|
| TEKNION LLC | 2.00 | 277.00 | 84.96 | 169.92 |
| KECS23636---1--12-T727-YN | Each | | | |
| Acoustic Power/Comm. Element, Standard Width, Power & Comm., 36"h x 36"w | | | | |
| -1:Teknion Fabric Gr.1 | | | | |
| -12:Emit | | | | |
| T727:Watt | | | | |
| YN:Platinum Grey Coordinate | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|--|------|--------|-------|--------|
| TEKNION LLC | 4.00 | 277.00 | 84.96 | 339.84 |
| KECS23636---1--12-T727-YN | Each | | | |
| Acoustic Power/Comm. Element, Standard Width, Power & Comm., 36"h x 36"w | | | | |
| -1:Teknion Fabric Gr.1 | | | | |
| -12:Emit | | | | |
| T727:Watt | | | | |
| YN:Platinum Grey Coordinate | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|---|------|--------|-------|--------|
| TEKNION LLC | 4.00 | 172.00 | 52.75 | 211.00 |
| KESS3036---1--12-T727 | Each | | | |
| Acoustic Element, Standard Width, 30"h x 36"w | | | | |
| -1:Teknion Fabric Gr.1 | | | | |
| -12:Emit | | | | |
| T727:Watt | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|---|------|--------|-------|--------|
| TEKNION LLC | 4.00 | 172.00 | 52.75 | 211.00 |
| KESS3036---1--12-T727 | Each | | | |
| Acoustic Element, Standard Width, 30"h x 36"w | | | | |
| -1:Teknion Fabric Gr.1 | | | | |
| -12:Emit | | | | |



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DATE 02/10/2022
 CUSTOMER NAME CITY OF LINO LAKES - FURN ACCT
 CUSTOMER NUMBER C110752
 CUSTOMER PO phase 2
 ORDER NAME Phase II Tek stations
 ORDER NUMBER 204911
 PROJECT NUMBER
 TERMS NET30

T727:Watt
Tag: Tag L1: Workstations

% Off List: 69.33

| | | | | |
|---|------|--------|-------|--------|
| TEKNION LLC | 8.00 | 172.00 | 52.75 | 422.00 |
| KESS3036---1--12-T727 | Each | | | |
| Acoustic Element, Standard Width, 30"h x 36"w | | | | |
| -1:Teknion Fabric Gr.1 | | | | |
| -12:Emit | | | | |
| T727:Watt | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|---|------|--------|-------|--------|
| TEKNION LLC | 8.00 | 172.00 | 52.75 | 422.00 |
| KESS3036---1--12-T727 | Each | | | |
| Acoustic Element, Standard Width, 30"h x 36"w | | | | |
| -1:Teknion Fabric Gr.1 | | | | |
| -12:Emit | | | | |
| T727:Watt | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|---|------|--------|-------|--------|
| TEKNION LLC | 6.00 | 207.00 | 63.49 | 380.94 |
| KESS3048---1--12-T727 | Each | | | |
| Acoustic Element, Standard Width, 30"h x 48"w | | | | |
| -1:Teknion Fabric Gr.1 | | | | |
| -12:Emit | | | | |
| T727:Watt | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|---|------|--------|-------|--------|
| TEKNION LLC | 6.00 | 207.00 | 63.49 | 380.94 |
| KESS3048---1--12-T727 | Each | | | |
| Acoustic Element, Standard Width, 30"h x 48"w | | | | |
| -1:Teknion Fabric Gr.1 | | | | |
| -12:Emit | | | | |
| T727:Watt | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|---|-------|--------|-------|--------|
| TEKNION LLC | 12.00 | 168.00 | 51.53 | 618.36 |
| KESS3624---1--12-T727 | Each | | | |
| Acoustic Element, Standard Width, 36"h x 24"w | | | | |
| -1:Teknion Fabric Gr.1 | | | | |



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FURNITURE PROPOSAL - DEPOSIT INVOICE

DATE 02/10/2022
 CUSTOMER NAME CITY OF LINO LAKES - FURN ACCT
 CUSTOMER NUMBER C110752
 CUSTOMER PO phase 2
 ORDER NAME Phase II Tek stations
 ORDER NUMBER 204911
 PROJECT NUMBER
 TERMS NET30

-12:Emit
T727:Watt
Tag: Tag L1: Workstations

% Off List: 69.33

| | | | | |
|---|-------|--------|-------|--------|
| TEKNION LLC | 12.00 | 168.00 | 51.53 | 618.36 |
| KESS3624---1--12-T727 | Each | | | |
| Acoustic Element, Standard Width, 36"h x 24"w | | | | |
| -1:Teknion Fabric Gr.1 | | | | |
| -12:Emit | | | | |
| T727:Watt | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|---|------|--------|-------|--------|
| TEKNION LLC | 2.00 | 228.00 | 69.93 | 139.86 |
| KESS3636---1--12-T727 | Each | | | |
| Acoustic Element, Standard Width, 36"h x 36"w | | | | |
| -1:Teknion Fabric Gr.1 | | | | |
| -12:Emit | | | | |
| T727:Watt | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|---|------|--------|-------|--------|
| TEKNION LLC | 2.00 | 228.00 | 69.93 | 139.86 |
| KESS3636---1--12-T727 | Each | | | |
| Acoustic Element, Standard Width, 36"h x 36"w | | | | |
| -1:Teknion Fabric Gr.1 | | | | |
| -12:Emit | | | | |
| T727:Watt | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|---|------|--------|-------|--------|
| TEKNION LLC | 2.00 | 228.00 | 69.93 | 139.86 |
| KESS3636---1--12-T727 | Each | | | |
| Acoustic Element, Standard Width, 36"h x 36"w | | | | |
| -1:Teknion Fabric Gr.1 | | | | |
| -12:Emit | | | | |
| T727:Watt | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|---|------|--------|-------|--------|
| TEKNION LLC | 4.00 | 228.00 | 69.93 | 279.72 |
| KESS3636---1--12-T727 | Each | | | |
| Acoustic Element, Standard Width, 36"h x 36"w | | | | |



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FURNITURE PROPOSAL - DEPOSIT INVOICE

DATE 02/10/2022
CUSTOMER NAME CITY OF LINO LAKES - FURN ACCT
CUSTOMER NUMBER C110752
CUSTOMER PO phase 2
ORDER NAME Phase II Tek stations
ORDER NUMBER 204911
PROJECT NUMBER
TERMS NET30

-1:Teknion Fabric Gr.1
-12:Emit
T727:Watt
Tag: Tag L1: Workstations

% Off List: 69.33

| | | | | |
|---|------|--------|-------|--------|
| TEKNION LLC | 8.00 | 228.00 | 69.93 | 559.44 |
| KESS3636---1--12-T727 | Each | | | |
| Acoustic Element, Standard Width, 36"h x 36"w | | | | |
| -1:Teknion Fabric Gr.1 | | | | |
| -12:Emit | | | | |
| T727:Watt | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|---|------|--------|-------|--------|
| TEKNION LLC | 8.00 | 228.00 | 69.93 | 559.44 |
| KESS3636---1--12-T727 | Each | | | |
| Acoustic Element, Standard Width, 36"h x 36"w | | | | |
| -1:Teknion Fabric Gr.1 | | | | |
| -12:Emit | | | | |
| T727:Watt | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|---|------|--------|-------|--------|
| TEKNION LLC | 5.00 | 280.00 | 85.88 | 429.40 |
| KESS3648---1--12-T727 | Each | | | |
| Acoustic Element, Standard Width, 36"h x 48"w | | | | |
| -1:Teknion Fabric Gr.1 | | | | |
| -12:Emit | | | | |
| T727:Watt | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|---|------|--------|-------|--------|
| TEKNION LLC | 5.00 | 280.00 | 85.88 | 429.40 |
| KESS3648---1--12-T727 | Each | | | |
| Acoustic Element, Standard Width, 36"h x 48"w | | | | |
| -1:Teknion Fabric Gr.1 | | | | |
| -12:Emit | | | | |
| T727:Watt | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|-----------------------|------|--------|-------|--------|
| TEKNION LLC | 6.00 | 280.00 | 85.88 | 515.28 |
| KESS3648---1--12-T727 | Each | | | |



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DATE 02/10/2022
CUSTOMER NAME CITY OF LINO LAKES - FURN ACCT
CUSTOMER NUMBER C110752
CUSTOMER PO phase 2
ORDER NAME Phase II Tek stations
ORDER NUMBER 204911
PROJECT NUMBER
TERMS NET30

Acoustic Element, Standard Width, 36"h x 48"w
-1:Teknion Fabric Gr.1
-12:Emit
T727:Watt
Tag: Tag L1: Workstations

% Off List: 69.33

| | | | | |
|---|------|--------|-------|--------|
| TEKNION LLC | 6.00 | 280.00 | 85.88 | 515.28 |
| KESS3648---1--12-T727 | Each | | | |
| Acoustic Element, Standard Width, 36"h x 48"w | | | | |
| -1:Teknion Fabric Gr.1 | | | | |
| -12:Emit | | | | |
| T727:Watt | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|----------------------------|------|--------|-------|--------|
| TEKNION LLC | 4.00 | 146.00 | 44.78 | 179.12 |
| KPOF3036---Foundat-J---- | Each | | | |
| Panel Add-On, 30"h x 36"w | | | | |
| -Foundat:Foundation Colors | | | | |
| J:Granite (Satin) | | | | |
| -:Wide Gasket | | | | |
| -:Bare Frame | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|----------------------------|------|--------|-------|--------|
| TEKNION LLC | 8.00 | 146.00 | 44.78 | 358.24 |
| KPOF3036---Foundat-J---- | Each | | | |
| Panel Add-On, 30"h x 36"w | | | | |
| -Foundat:Foundation Colors | | | | |
| J:Granite (Satin) | | | | |
| -:Wide Gasket | | | | |
| -:Bare Frame | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|----------------------------|------|--------|-------|--------|
| TEKNION LLC | 6.00 | 162.00 | 49.69 | 298.14 |
| KPOF3048---Foundat-J---- | Each | | | |
| Panel Add-On, 30"h x 48"w | | | | |
| -Foundat:Foundation Colors | | | | |
| J:Granite (Satin) | | | | |
| -:Wide Gasket | | | | |
| -:Bare Frame | | | | |
| Tag: Tag L1: Workstations | | | | |



952.808.9900 | 866.574.5389

INNOVATIVEOS.COM

SALES PERSON Chris Foss
651-486-1231
cfoss@innovativeos.com

FURNITURE PROPOSAL - DEPOSIT INVOICE

DATE 02/10/2022
CUSTOMER NAME CITY OF LINO LAKES - FURN ACCT
CUSTOMER NUMBER C110752
CUSTOMER PO phase 2
ORDER NAME Phase II Tek stations
ORDER NUMBER 204911
PROJECT NUMBER
TERMS NET30

% Off List: 69.33

| | | | | |
|---|-------|--------|--------|----------|
| TEKNION LLC | 12.00 | 708.00 | 217.14 | 2,605.68 |
| KPOGS3024--5--Foundat-J-- Panel Add-On - Single Glass, 30"h x 24"w 5:Clear -Foundat:Foundation Colors J:Granite (Satin) -:Wide Gasket Tag: Tag L1: Workstations | Each | | | |

% Off List: 69.33

| | | | | |
|---|------|--------|--------|--------|
| TEKNION LLC | 2.00 | 935.00 | 286.76 | 573.52 |
| KPOGS3048--5--Foundat-J-- Panel Add-On - Single Glass, 30"h x 48"w 5:Clear -Foundat:Foundation Colors J:Granite (Satin) -:Wide Gasket Tag: Tag L1: Workstations | Each | | | |

% Off List: 69.33

| | | | | |
|---|------|----------|--------|--------|
| TEKNION LLC | 2.00 | 1,230.00 | 377.24 | 754.48 |
| KPOGS3072--5--Foundat-J-- Panel Add-On - Single Glass, 30"h x 72"w 5:Clear -Foundat:Foundation Colors J:Granite (Satin) -:Wide Gasket Tag: Tag L1: Workstations | Each | | | |

% Off List: 69.33

| | | | | |
|---|------|----------|--------|----------|
| TEKNION LLC | 3.00 | 1,527.00 | 468.33 | 1,404.99 |
| KPOGS3096--5--Foundat-J-- Panel Add-On - Single Glass, 30"h x 96"w 5:Clear -Foundat:Foundation Colors J:Granite (Satin) -:Wide Gasket Tag: Tag L1: Workstations | Each | | | |

% Off List: 69.33

| | | | | |
|--------------------------|-------|--------|-------|--------|
| TEKNION LLC | 12.00 | 158.00 | 48.46 | 581.52 |
| KPWT4224---Foundat-J---- | Each | | | |



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DATE 02/10/2022
CUSTOMER NAME CITY OF LINO LAKES - FURN ACCT
CUSTOMER NUMBER C110752
CUSTOMER PO phase 2
ORDER NAME Phase II Tek stations
ORDER NUMBER 204911
PROJECT NUMBER
TERMS NET30

Conventional Panel - Standard, 42"h x 24"w
-Foundat:Foundation Colors
J:Granite (Satin)
-:Wide Gasket
-:Bare Frame
Tag: Tag L1: Workstations

% Off List: 69.33

| | | | | |
|-------------------------|------|--------|-------|--------|
| TEKNION LLC | 2.00 | 178.00 | 54.59 | 109.18 |
| KPWT4236---Foundat-J--- | Each | | | |

Conventional Panel - Standard, 42"h x 36"w
-Foundat:Foundation Colors
J:Granite (Satin)
-:Wide Gasket
-:Bare Frame
Tag: Tag L1: Workstations

% Off List: 69.33

| | | | | |
|-------------------------|------|--------|-------|--------|
| TEKNION LLC | 2.00 | 178.00 | 54.59 | 109.18 |
| KPWT4236---Foundat-J--- | Each | | | |

Conventional Panel - Standard, 42"h x 36"w
-Foundat:Foundation Colors
J:Granite (Satin)
-:Wide Gasket
-:Bare Frame
Tag: Tag L1: Workstations

% Off List: 69.33

| | | | | |
|-------------------------|------|--------|-------|--------|
| TEKNION LLC | 4.00 | 178.00 | 54.59 | 218.36 |
| KPWT4236---Foundat-J--- | Each | | | |

Conventional Panel - Standard, 42"h x 36"w
-Foundat:Foundation Colors
J:Granite (Satin)
-:Wide Gasket
-:Bare Frame
Tag: Tag L1: Workstations

% Off List: 69.33

| | | | | |
|-------------------------|------|--------|-------|--------|
| TEKNION LLC | 8.00 | 178.00 | 54.59 | 436.72 |
| KPWT4236---Foundat-J--- | Each | | | |

Conventional Panel - Standard, 42"h x 36"w
-Foundat:Foundation Colors
J:Granite (Satin)
-:Wide Gasket



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DATE 02/10/2022
CUSTOMER NAME CITY OF LINO LAKES - FURN ACCT
CUSTOMER NUMBER C110752
CUSTOMER PO phase 2
ORDER NAME Phase II Tek stations
ORDER NUMBER 204911
PROJECT NUMBER
TERMS NET30

-:Bare Frame
Tag: Tag L1: Workstations

% Off List: 69.33

| | | | | |
|--|------|--------|-------|--------|
| TEKNION LLC | 5.00 | 203.00 | 62.26 | 311.30 |
| KPWT4248---Foundat-J---- | Each | | | |
| Conventional Panel - Standard, 42"h x 48"w | | | | |
| -Foundat:Foundation Colors | | | | |
| J:Granite (Satin) | | | | |
| -:Wide Gasket | | | | |
| -:Bare Frame | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|--|------|--------|-------|--------|
| TEKNION LLC | 3.00 | 203.00 | 62.26 | 186.78 |
| KPWT4248---Foundat-J---- | Each | | | |
| Conventional Panel - Standard, 42"h x 48"w | | | | |
| -Foundat:Foundation Colors | | | | |
| J:Granite (Satin) | | | | |
| -:Wide Gasket | | | | |
| -:Bare Frame | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|--|------|--------|-------|--------|
| TEKNION LLC | 6.00 | 203.00 | 62.26 | 373.56 |
| KPWT4248---Foundat-J---- | Each | | | |
| Conventional Panel - Standard, 42"h x 48"w | | | | |
| -Foundat:Foundation Colors | | | | |
| J:Granite (Satin) | | | | |
| -:Wide Gasket | | | | |
| -:Bare Frame | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|----------------------------|-------|-------|-------|--------|
| TEKNION LLC | 12.00 | 35.00 | 10.73 | 128.76 |
| KTE42---Foundat-J-- | Each | | | |
| Panel End Trim, 42"h | | | | |
| -Foundat:Foundation Colors | | | | |
| J:Granite (Satin) | | | | |
| -:Wide Gasket | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.34

| | | | | |
|-------------|-------|-------|------|--------|
| TEKNION LLC | 12.00 | 31.00 | 9.51 | 114.12 |
|-------------|-------|-------|------|--------|



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FURNITURE PROPOSAL - DEPOSIT INVOICE

DATE 02/10/2022
CUSTOMER NAME CITY OF LINO LAKES - FURN ACCT
CUSTOMER NUMBER C110752
CUSTOMER PO phase 2
ORDER NAME Phase II Tek stations
ORDER NUMBER 204911
PROJECT NUMBER
TERMS NET30

KTI30---Foundat-J-- Each
Intermediate Panel End Trim, 30"h
-Foundat:Foundation Colors
J:Granite (Satin)
-:Wide Gasket
Tag: Tag L1: Workstations

% Off List: 69.32

| | | | | |
|---|-------|-------|-------|--------|
| TEKNION LLC | 12.00 | 34.00 | 10.43 | 125.16 |
| KTR24---Foundat-J Top Trim, 24"w -Foundat:Foundation Colors J:Granite (Satin) Tag: Tag L1: Workstations | Each | | | |

% Off List: 69.32

| | | | | |
|---|------|-------|-------|-------|
| TEKNION LLC | 2.00 | 42.00 | 12.88 | 25.76 |
| KTR36---Foundat-J Top Trim, 36"w -Foundat:Foundation Colors J:Granite (Satin) Tag: Tag L1: Workstations | Each | | | |

% Off List: 69.33

| | | | | |
|---|------|-------|-------|-------|
| TEKNION LLC | 2.00 | 42.00 | 12.88 | 25.76 |
| KTR36---Foundat-J Top Trim, 36"w -Foundat:Foundation Colors J:Granite (Satin) Tag: Tag L1: Workstations | Each | | | |

% Off List: 69.33

| | | | | |
|---|------|-------|-------|-------|
| TEKNION LLC | 4.00 | 42.00 | 12.88 | 51.52 |
| KTR36---Foundat-J Top Trim, 36"w -Foundat:Foundation Colors J:Granite (Satin) Tag: Tag L1: Workstations | Each | | | |

% Off List: 69.33

| | | | | |
|---|------|-------|-------|--------|
| TEKNION LLC | 8.00 | 42.00 | 12.88 | 103.04 |
| KTR36---Foundat-J Top Trim, 36"w -Foundat:Foundation Colors | Each | | | |



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FURNITURE PROPOSAL - DEPOSIT INVOICE

DATE 02/10/2022
CUSTOMER NAME CITY OF LINO LAKES - FURN ACCT
CUSTOMER NUMBER C110752
CUSTOMER PO phase 2
ORDER NAME Phase II Tek stations
ORDER NUMBER 204911
PROJECT NUMBER
TERMS NET30

J:Granite (Satin)
Tag: Tag L1: Workstations

% Off List: 69.33

| | | | | |
|----------------------------|------|-------|-------|-------|
| TEKNION LLC | 5.00 | 49.00 | 15.03 | 75.15 |
| KTR48---Foundat-J | Each | | | |
| Top Trim, 48"w | | | | |
| -Foundat:Foundation Colors | | | | |
| J:Granite (Satin) | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|----------------------------|------|-------|-------|-------|
| TEKNION LLC | 3.00 | 49.00 | 15.03 | 45.09 |
| KTR48---Foundat-J | Each | | | |
| Top Trim, 48"w | | | | |
| -Foundat:Foundation Colors | | | | |
| J:Granite (Satin) | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|----------------------------|------|-------|-------|-------|
| TEKNION LLC | 6.00 | 49.00 | 15.03 | 90.18 |
| KTR48---Foundat-J | Each | | | |
| Top Trim, 48"w | | | | |
| -Foundat:Foundation Colors | | | | |
| J:Granite (Satin) | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|--------------------------------------|------|--------|--------|----------|
| TEKNION LLC | 6.00 | 568.00 | 174.21 | 1,045.26 |
| KWS2472---A-JG-8-SV | Each | | | |
| Rectangular Worksurface, 24"d x 72"w | | | | |
| -A:Foundation Laminate | | | | |
| JG:Stainless | | | | |
| 8:Flat Edge Trim | | | | |
| SV:Stainless | | | | |
| Tag: Tag L1: Workstations | | | | |

% Off List: 69.33

| | | | | |
|---|-------|--------|--------|----------|
| TEKNION LLC | 12.00 | 904.00 | 277.26 | 3,327.12 |
| KWSC244824---A-JG-8-SV | Each | | | |
| Curved Corner Worksurface, 24"dA x 48"w x 24"dB | | | | |
| -A:Foundation Laminate | | | | |
| JG:Stainless | | | | |
| 8:Flat Edge Trim | | | | |



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FURNITURE PROPOSAL - DEPOSIT INVOICE

DATE 02/10/2022
CUSTOMER NAME CITY OF LINO LAKES - FURN ACCT
CUSTOMER NUMBER C110752
CUSTOMER PO phase 2
ORDER NAME Phase II Tek stations
ORDER NUMBER 204911
PROJECT NUMBER
TERMS NET30

SV:Stainless
Tag: Tag L1: Workstations

% Off List: 69.33

| | | | | |
|--|--------------|------|------|------|
| TEKNION LLC SOKL02 Set of Keys Alike, 2 Sets of Cores Tag: Tag L1: Workstations | 6.00 Each | 0.00 | 0.00 | 0.00 |
|--|--------------|------|------|------|

% Off List: 0.00

| | | | | |
|---|--------------|--------|--------|----------|
| TEKNION LLC WBX92370NRB---A-JG-6-SV-60 Rect HA WS w/Conn Kit for hiSpace QuickConnect,Extd Elec, 23"dx70"w,No Screen Frm,Rect,L & R -A:Foundation Laminate JG:Stainless 6:Straight Trim SV:Stainless 60:Platinum Tag: Tag L1: Workstations | 6.00 Each | 736.00 | 225.73 | 1,354.38 |
|---|--------------|--------|--------|----------|

% Off List: 69.33

| | | | | |
|---|--------------|----------|--------|----------|
| TEKNION LLC YSX92370N--60-D-1-3-N hiSpace QuickConnect HA Freestanding Table Mech,Extd Elec (22.6"-48"7),23"dx70"w,No Scrn Frm Prov 60:Platinum D:Display with Up/Down Memory 1:Cable Organizer with Felt Cover 3:Dual Plastic Trays + Powerbar N:None Tag: Tag L1: Workstations | 6.00 Each | 1,937.00 | 594.08 | 3,564.48 |
|---|--------------|----------|--------|----------|

% Off List: 69.33

| GROUP | DESCRIPTION | EXTENDED AMOUNT | | |
|---|-------------------------|-----------------|------------|-----------------|
| Z Services | Installation and design | 6,015.00 | | |
| DESCRIPTION | QUANTITY | LIST | UNIT PRICE | EXTENDED AMOUNT |
| INNOVATIVE OFFICE SOLUTIONS (IOS) FURNDESIGN Furniture Design Services Tag: Tag L1: z services | 1.00 Each | 0.00 | 525.00 | 525.00 |

% Off List: 0.00



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FURNITURE PROPOSAL - DEPOSIT INVOICE

DATE 02/10/2022
 CUSTOMER NAME CITY OF LINO LAKES - FURN ACCT
 CUSTOMER NUMBER C110752
 CUSTOMER PO phase 2
 ORDER NAME Phase II Tek stations
 ORDER NUMBER 204911
 PROJECT NUMBER
 TERMS NET30

| | | | | |
|---|------|------|----------|----------|
| ODYSSEY COMMERCIAL INTERIORS INC. | 1.00 | 0.00 | 4,000.00 | 4,000.00 |
| FURNINSTALL | Each | | | |
| Furniture Installation of new Teknion workstations, quote 11244 | | | | |
| Tag: Tag L1: z services | | | | |

% Off List: 0.00

| | | | | |
|--|------|------|----------|----------|
| ODYSSEY COMMERCIAL INTERIORS INC. | 1.00 | 0.00 | 1,490.00 | 1,490.00 |
| FURNINSTALL | Each | | | |
| Furniture Installation - Teardown and disposal of existing workstations, quote 11244 | | | | |
| Tag: Tag L1: z services | | | | |

% Off List: 0.00

Remit to address for deposits:
 INNOVATIVE OFFICE SOLUTIONS -
 LOCKBOX # 131434
 PO BOX 1414
 MINNEAPOLIS, MN 55480 - 1414

| | |
|------------------------|--------------------|
| SUBTOTAL | \$41,555.79 |
| TOTAL | \$41,555.79 |
| REQUIRED DEPOSIT 50.0% | \$20,777.90 |

PROPOSAL VALID FOR 14 DAYS

Thank you for the opportunity to partner together. Please review the quotation and let us know if you have any questions.

Signature: _____ Name: _____ Title: _____ Date: _____



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FURNITURE PROPOSAL - DEPOSIT INVOICE

| | |
|-----------------|--------------------------------|
| DATE | 02/10/2022 |
| CUSTOMER NAME | CITY OF LINO LAKES - FURN ACCT |
| CUSTOMER NUMBER | C110752 |
| CUSTOMER PO | phase 2 |
| ORDER NAME | Phase II Tek stations |
| ORDER NUMBER | 204911 |
| PROJECT NUMBER | |
| TERMS | NET30 |

THANK YOU FOR THE OPPORTUNITY

We are thrilled for the opportunity to partner together on your project. The terms and conditions below outline a working understanding for the project journey and is intended to set both organizations up for success. If you have questions or concerns, please contact us directly.

QUOTES AND PRICING

Please review your final project plan and quote to confirm it will fit your space and workplace needs. Quoted prices are good for 14 days from the date of the proposal. Due to the volatile transportation conditions in 2021, freight will be billed based upon actual. Unless otherwise noted, prices quoted do not include sales, use, excise, or other applicable taxes. Any applicable taxes will be added or adjusted on the invoice at the time of billing. Buyers exempt from taxes should provide Innovative with copies of exemption certificates prior to placing the order.

DESIGN AND ORDERING

Innovative's Design team will work with you and/or your team to design a space that is customized to your budget, style and unique needs to transform your space/s and bring your vision to life. If you do not want to move forward with us on a project, the design work remains the exclusive property of Innovative Office Solutions and we reserve the right to invoice you for the design costs incurred.

NEED FOR DEPOSITS

A deposit of 50% of the order is required on all projects in excess of \$5,000. The deposit is essential as our vendor partners require payment from us when placing orders. Once the deposit is received, we will place your order. Payments must be in the form of check, ACH or wire transfer. Credit cards are not accepted for deposits or other furniture payments over \$5,000.

PAYMENT TERMS

Our Innovative team will send invoices following delivery and installation completion. To ensure a seamless accounting experience, please send payment within 30 days of the invoice date. It is not uncommon for a project to be substantially complete, except for a few punch list items. We appreciate you paying your invoice in full. Innovative will complete your project when outstanding items and/or parts become available.

CHANGES

Once we receive the sign off on design plan and proposed budget, your order will be placed. Due to the customization of many projects, once orders are placed, most products are not returnable. Modifications or cancellations may result in cancellation or restocking charges by our manufacturer partners. Unfortunately, we will need to invoice you if such charges are incurred. Where a Scope of Work is included with this Agreement, costs resulting from changes in the scope of the project, including any additional requirements or restrictions placed on Innovative will be added to the project price. When Innovative becomes aware of the nature and impact of the change, you will be notified, and all project paperwork will be updated as necessary. In this instance, a revised quote will be generated for signoff.

PROJECT DELAYS AND STORAGE

We understand projects are occasionally delayed. This may mean you are unable to accept product from us as scheduled. When this occurs, Innovative will store your items at no charge for up to 30 days to provide you with additional time to ensure your space is ready for installation. After 30 days, we will provide a quote to continue to store your product, as we want to make sure it is safe and in a secure location.

DELIVERY AND RECEIPT OF PRODUCT

We will contact you once we are notified your product has been shipped and is on its way. Your product will be delivered during regular business hours. In order to provide an exceptional delivery experience, we ask that you inform us of any unique circumstances that a driver or install team may face during a delivery. This may include such challenges as a downtown location or the need for a liftgate. Providing us with this information ensures that product is delivered to the proper location within your facility and will reduce the chances of damage to any of the items.



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DATE 02/10/2022
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CUSTOMER NUMBER C110752
CUSTOMER PO phase 2
ORDER NAME Phase II Tek stations
ORDER NUMBER 204911
PROJECT NUMBER
TERMS NET30

We kindly ask you to inspect all product directly shipped and/or delivered and brought onto the job site as scheduled. If you discover product has been damaged or shipped in error during the receiving process, please notify us within 24 hours to ensure that appropriate claims can be filed. After product arrives at your site, any loss or damage caused by other trades or by weather, fire or other elements is your responsibility.

INSTALLATION PREMISES CONDITIONS

It is our sincere priority to make sure the installation of your product is timely, professional, and as efficient as possible. To facilitate this, we ask the site to be clean, clear, and free of debris prior to installation. The jobsite should have proper lighting, heat, power source, hoisting and/or elevator service and suitable unobstructed dock space and a secured staging area. The job site shall also be free of the interference of other trades in the area where installation is taking place.

We understand in certain situations spaces are not ready for installation when the initial date was scheduled. If this is the case, please provide at least a 48-hour notice so we can keep your project on track to the best of our ability. If proper, timely communication does not occur, unfortunately additional charges may be invoiced to cover costs incurred. Our Installation Team installs product based on the final approved layout. If there are any changes to the final plan, please make sure these are addressed prior to the installation date.

WARRANTY

Each manufacturing partner of Innovative has a warranty standard. For more information on warranty details, reach out to your Innovative Account Executive. Warrantied product replacements may require billable installation services.

CLAIMS

Innovative will help resolve claims concerning damaged and/or defective product, materials and/or workmanship made within the warranty period as stated by the manufacturer, supplier, or fabricator. We will arrange for the repair or replacement of any damaged or defective items and/or installation to make sure the project is successful.

FORCE MAJEURE

We will do our absolute best to ensure we can secure and install your product, but if there are reasons beyond our control, Innovative will not be liable. Reasons include but are not limited to, strikes, pandemics, embargos, war or other breakout of hostilities, acts of God, machinery breakdowns, delays of carriers or suppliers, and domestic or foreign governmental acts or regulations.

GOVERNING LAW

This agreement shall be governed by and construed according to the laws of the State of Minnesota.

ARBITRATION

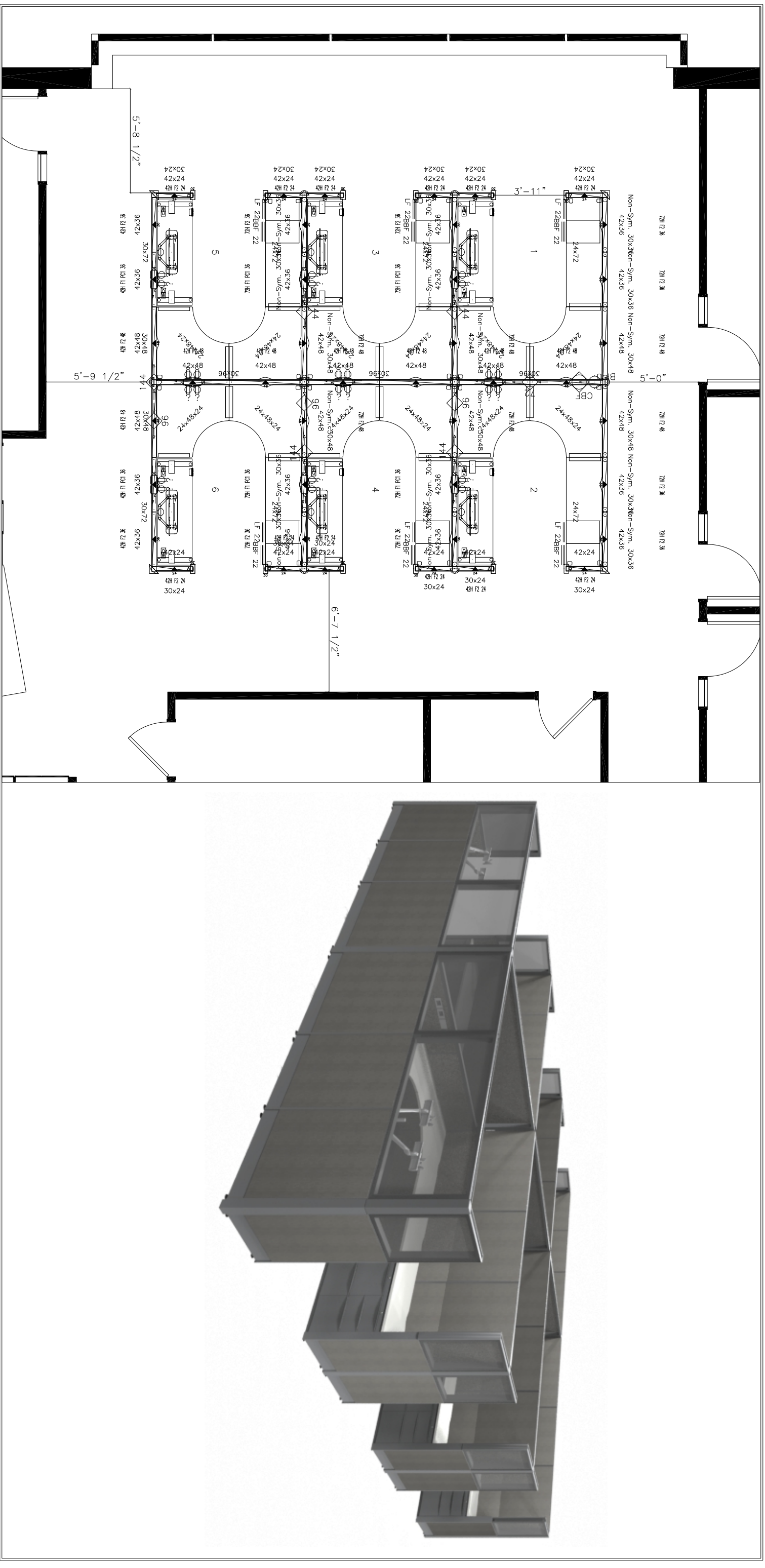
We want to make this a true partnership and resolve any issues that may occur. Any controversies or claims arising relating to this contract will be settled by arbitration administered by the American Arbitration Association. They will fall under its commercial rules, and judgment on the award rendered by the arbitrator(s) may be entered in any court with authority. The award shall include the costs of arbitration and the legal fees of the prevailing party.

THANK YOU FOR YOUR PARTNERSHIP

Innovative Office Solutions is built upon a "relationships matter" belief system, and every project matters to us. We are thankful for the opportunity to partner together and we look forward to serving you!

_____ *Authorized Signature*

_____ *Date*



HEADQUARTERS IN BURNSVILLE, MN
TOLL FREE (866) 574-5389

| | |
|----------------------|----------------------|
| CLIENT | PROJECT NAME |
| CITY OF LINO LAKES | PHASE II |
| ADDRESS | WORKSTATIONS |
| 680 TOWN CENTER PKWY | PROJECT # |
| LINO LAKES, MN 55014 | 204911 |
| DATE: | SCALE: 3/16" = 1'-0" |
| | REP: CHRIS F |

| | |
|-----------------|-------|
| DRAWN BY: AMY H | |
| CKD BY: | DATE: |
| CKD BY: | DATE: |
| ACCEPTED BY: | DATE: |

| REVISIONS | |
|-----------|--|
| | |
| | |
| | |
| | |
| | |

| |
|--------------------|
| SHEET TITLE |
| OPT 1 STATIONS |
| SHEET NUMBER |

City Hall Admin

Hauglies Inc
2855 84th Lane NE
Blaine MN 55449

Estimate

Phone # 763-784-3522

Fax # 763-784-4243

Date Estimate #

2/1/2022 6568

Name / Address

City of Lino Lakes
600 Town Center Parkway
Lino lakes, MN 55014-1183

Project

| Description | Qty | Cost | Total |
|--|-------|--------|-----------|
| REST OF THE OFFICE SPACE | | | |
| Supply and in stall Philadelphia 24"x24" carpet tile style: 54564 Static, color: 00501 Velocity with Shaw 5000 adhesive | 5,386 | 3.98 | 21,436.28 |
| Supply and install Johnsonite 4 inch vinyl cove base color: CB-63 Burnt Umber | 1,200 | 2.69 | 3,228.00 |
| Take up and dispose of the existing carpet and adhesive | 5,128 | 0.88 | 4,512.64 |
| Supply and install carpet to LVT and reducers | 18 | 3.99 | 71.82 |
| Feather off cracks in the floor if needed. The following amount is for budgeting. You will only be billed for the actual time and materials needed for any floor prep. | | 600.00 | 600.00 |

OPTION; COUNCIL WORK ROOM: Take up the existing carpet and adhesive. Supply and install the same carpet that is in the office area. Supply and install new vinyl cove base. Add \$1,995.00 to this estimate.

Thank You for the opportunity to bid this project.

BUYER READ BEFORE SIGNING:

Buyer understands that there may be a dye-lot variation from sample. Seller is not responsible for chips, dents or conditions of existing modings, doors, jams, or fixtures. Room must be clear of obstacles at time of installation. Seller is not responsible for cutting doors. Seller is not responsible for customers measurements. Seller is not responsible for manufacturer or shipper delays. Unforeseen structural problems upon installation may change the amount due on the invoice. In the event Buyer defaults under the terms of this agreement, Buyer agrees to pay reasonable attorneys fees, if the sums due are collected by or through an attorney.

Subtotal \$29,848.74

Sales Tax (7.375%) \$0.00

Total \$29,848.74

Signature _____

**CITY COUNCIL
AGENDA ITEM 3A**

STAFF ORIGINATOR: Sarah Cotton, City Administrator

MEETING DATE: February 14, 2022

TOPIC: Consider Approval of the 2022 Pay Equity Report

VOTE REQUIRED: 3/5

INTRODUCTION

The Council is being asked to consider approval of the 2022 Pay Equity Report.

BACKGROUND

The Local Government Pay Equity Act, M.S. 471.991-471.999 and Minnesota Rules, Chapter 3920 require local government jurisdictions to submit a Pay Equity Report to the State of Minnesota every three years. The City is required to report in 2022. This report must show wages in place as of December 31, 2021.

The Minnesota Pay Equity Act was passed by the legislature in 1984. Pay Equity is a method of eliminating discrimination against women who are paid less than men for jobs requiring comparable levels of expertise. Pay Equity attempts to eliminate gender-based inequalities. Minnesota Rules, Chapter 3920 specify the procedure for measuring and reporting compliance.

Staff has conducted the required statistical analysis for the 2022 Pay Equity Report. The City was found to be in compliance with the Act.

The Council is required to accept this report, which will then be forwarded to the Pay Equity Office of Minnesota Management & Budget for review.

RECOMMENDATION

Staff is recommending approval of the 2022 Pay Equity Report.

ATTACHMENTS

- 1) 2022 Pay Equity Report
- 2) Guide to Understanding Pay Equity

Pay Equity Implementation Report

Part A: Jurisdiction Identification

Jurisdiction: Lino Lakes
600 Town Center Parkway

Jurisdiction Type: City

Lino Lakes, MN 55014

Contact: Sarah Cotton

Phone: (651) 982-2410

E-Mail: scotton@linolakes.us

Part B: Official Verification

1. The job evaluation system used measured skill, effort responsibility and working conditions and the same system was used for all classes of employees.

The system was used: Consultant

Description:

The City of Lino Lakes adopted a new job evaluation system effective January 1, 2021. The City has implemented the Keystone Compensation Classification System, as approved by the City Council on December 14, 2020.

2. Health Insurance benefits for male and female classes of comparable value have been evaluated and:

There is no difference and female classes are not at a disadvantage.

3. An official notice has been posted at:
City Hall, Public Safety & Public Works
Facilities

(prominent location)

informing employees that the Pay Equity Implementation Report has been filed and is available to employees upon request. A copy of the notice has been sent to each exclusive representative, if any, and also to the public library.

The report was approved by:

Lino Lakes City Council

(governing body)

Rob Rafferty

(chief elected official)

Mayor

(title)

Part C: Total Payroll

\$6039017.12

is the annual payroll for the calendar year just ended December 31.

- [] Checking this box indicates the following:
- signature of chief elected official
 - approval by governing body
 - all information is complete and accurate, and
 - all employees over which the jurisdiction has final budgetary authority are included

Date Submitted: 2/8/2022

Compliance Report

Jurisdiction: Lino Lakes
600 Town Center Parkway

Report Year: 2022
Case: 5 - 2021PayEquityReporting
(Shared (Jur and MMB))

Lino Lakes, MN 55014

Contact: Sarah Cotton

Phone: (651) 982-2410

E-Mail: scotton@linolakes.us

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

I. GENERAL JOB CLASS INFORMATION

| | Male Classes | Female Classes | Balanced Classes | All Job Classes |
|-----------------------------------|--------------|----------------|------------------|-----------------|
| # Job Classes | 14 | 16 | 2 | 32 |
| # Employees | 31 | 18 | 21 | 70 |
| Avg. Max Monthly Pay per employee | 7526.45 | 6551.94 | | 7133.19 |

II. STATISTICAL ANALYSIS TEST

A. Underpayment Ratio = 76.19048 *

| | Male Classes | Female Classes |
|---|--------------|----------------|
| a. # At or above Predicted Pay | 8 | 7 |
| b. # Below Predicted Pay | 6 | 9 |
| c. TOTAL | 14 | 16 |
| d. % Below Predicted Pay (b divided by c = d) | 42.86 | 56.25 |

*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

B. T-test Results

| | |
|------------------------------|--------------------|
| Degrees of Freedom (DF) = 47 | Value of T = 0.642 |
|------------------------------|--------------------|

a. Avg. diff. in pay from predicted pay for male jobs = 23

b. Avg. diff. in pay from predicted pay for female jobs = -4

III. SALARY RANGE TEST = 111.11 (Result is A divided by B)

A. Avg. # of years to max salary for male jobs = 7.50

B. Avg. # of years to max salary for female jobs = 6.75

IV. EXCEPTIONAL SERVICE PAY TEST = 0.00 (Result is B divided by A)

A. % of male classes receiving ESP = 0.00 *

B. % of female classes receiving ESP = 0.00

*(If 20% or less, test result will be 0.00)

Job Class Data Entry Verification List

Case: 2021PayEquityReporting

Lino Lakes

LGID: 671

| Job Nbr | Class Title | Nbr Males | Nbr Females | Non-Binary | Class Type | Jobs Points | Min Mo Salary | Max Mo Salary | Yrs to Max Salary | Yrs of Service | Exceptional Service Pay |
|---------|--------------------------------|-----------|-------------|------------|------------|-------------|---------------|---------------|-------------------|----------------|-------------------------|
| 1 | Office Specialist | 0 | 1 | 0 | F | 252 | 3901.00 | 4589.00 | 6.00 | 0.00 | |
| 2 | PT Community Service Officer | 1 | 1 | 0 | B | 269 | 3901.00 | 4589.00 | 6.00 | 0.00 | |
| 3 | Accounting Clerk I | 0 | 1 | 0 | F | 280 | 4293.00 | 5050.00 | 6.00 | 0.00 | |
| 4 | Police Records Technician | 0 | 2 | 0 | F | 281 | 4293.00 | 5050.00 | 6.00 | 0.00 | |
| 5 | Deputy City Clerk | 0 | 1 | 0 | F | 285 | 4293.00 | 5050.00 | 6.00 | 0.00 | |
| 6 | Public Safety Admin Assistant | 0 | 1 | 0 | F | 285 | 4293.00 | 5050.00 | 6.00 | 0.00 | |
| 7 | Investigative Assistant | 0 | 1 | 0 | F | 285 | 4293.00 | 5050.00 | 6.00 | 0.00 | |
| 8 | Administrative Assistant | 0 | 2 | 0 | F | 290 | 4293.00 | 5050.00 | 6.00 | 0.00 | |
| 9 | Building Permit Technician | 0 | 1 | 0 | F | 290 | 4293.00 | 5050.00 | 6.00 | 0.00 | |
| 32 | Parks Maintenance Worker | 3 | 0 | 0 | M | 299 | 4707.00 | 5537.00 | 6.00 | 0.00 | |
| 10 | Streets Maintenance Worker | 6 | 0 | 0 | M | 303 | 4707.00 | 5537.00 | 6.00 | 0.00 | |
| 12 | Accounting Clerk II | 0 | 1 | 0 | F | 305 | 4707.00 | 5537.00 | 6.00 | 0.00 | |
| 11 | Utilities Maintenance Worker | 3 | 0 | 0 | M | 308 | 4707.00 | 5537.00 | 6.00 | 0.00 | |
| 13 | Communications Specialist | 0 | 1 | 0 | F | 323 | 5196.00 | 6114.00 | 6.00 | 0.00 | |
| 14 | Mechanic | 1 | 0 | 0 | M | 340 | 5196.00 | 6114.00 | 6.00 | 0.00 | |
| 15 | Building Inspector | 2 | 0 | 0 | M | 367 | 5724.00 | 6734.00 | 6.00 | 0.00 | |
| 17 | City Clerk | 0 | 1 | 0 | F | 376 | 6213.00 | 7310.00 | 6.00 | 0.00 | |
| 16 | Police Officer | 13 | 6 | 0 | B | 385 | 6213.00 | 7310.00 | 6.00 | 0.00 | |
| 18 | Public Works Supervisor | 3 | 0 | 0 | M | 390 | 6213.00 | 7310.00 | 6.00 | 0.00 | |
| 20 | Accountant | 0 | 1 | 0 | F | 390 | 6213.00 | 7310.00 | 6.00 | 0.00 | |
| 19 | Environmental Coordinator | 1 | 0 | 0 | M | 393 | 6213.00 | 7310.00 | 6.00 | 0.00 | |
| 21 | City Planner | 0 | 1 | 0 | F | 414 | 6351.00 | 7939.00 | 9.00 | 0.00 | |
| 22 | Sergeant | 4 | 1 | 0 | M | 452 | 6946.00 | 8682.00 | 9.00 | 0.00 | |
| 23 | Building Official | 1 | 0 | 0 | M | 466 | 6946.00 | 8682.00 | 9.00 | 0.00 | |
| 24 | HR and Communications Manager | 0 | 1 | 0 | F | 487 | 7386.00 | 9232.00 | 9.00 | 0.00 | |
| 25 | Public Safety Captain | 1 | 0 | 0 | M | 529 | 7831.00 | 9790.00 | 9.00 | 0.00 | |
| 26 | Deputy Public Safety Director | 2 | 0 | 0 | M | 576 | 8336.00 | 10419.00 | 9.00 | 0.00 | |
| 27 | Finance Director | 0 | 1 | 0 | F | 618 | 8790.00 | 10987.00 | 9.00 | 0.00 | |
| 28 | Public Services Director | 1 | 0 | 0 | M | 686 | 9258.00 | 11571.00 | 9.00 | 0.00 | |
| 29 | Community Development Director | 1 | 0 | 0 | M | 695 | 9258.00 | 11571.00 | 9.00 | 0.00 | |
| 30 | Public Safety Director | 1 | 0 | 0 | M | 755 | 9753.00 | 12192.00 | 9.00 | 0.00 | |

Job Class Data Entry Verification List

Case: 2021PayEquityReporting

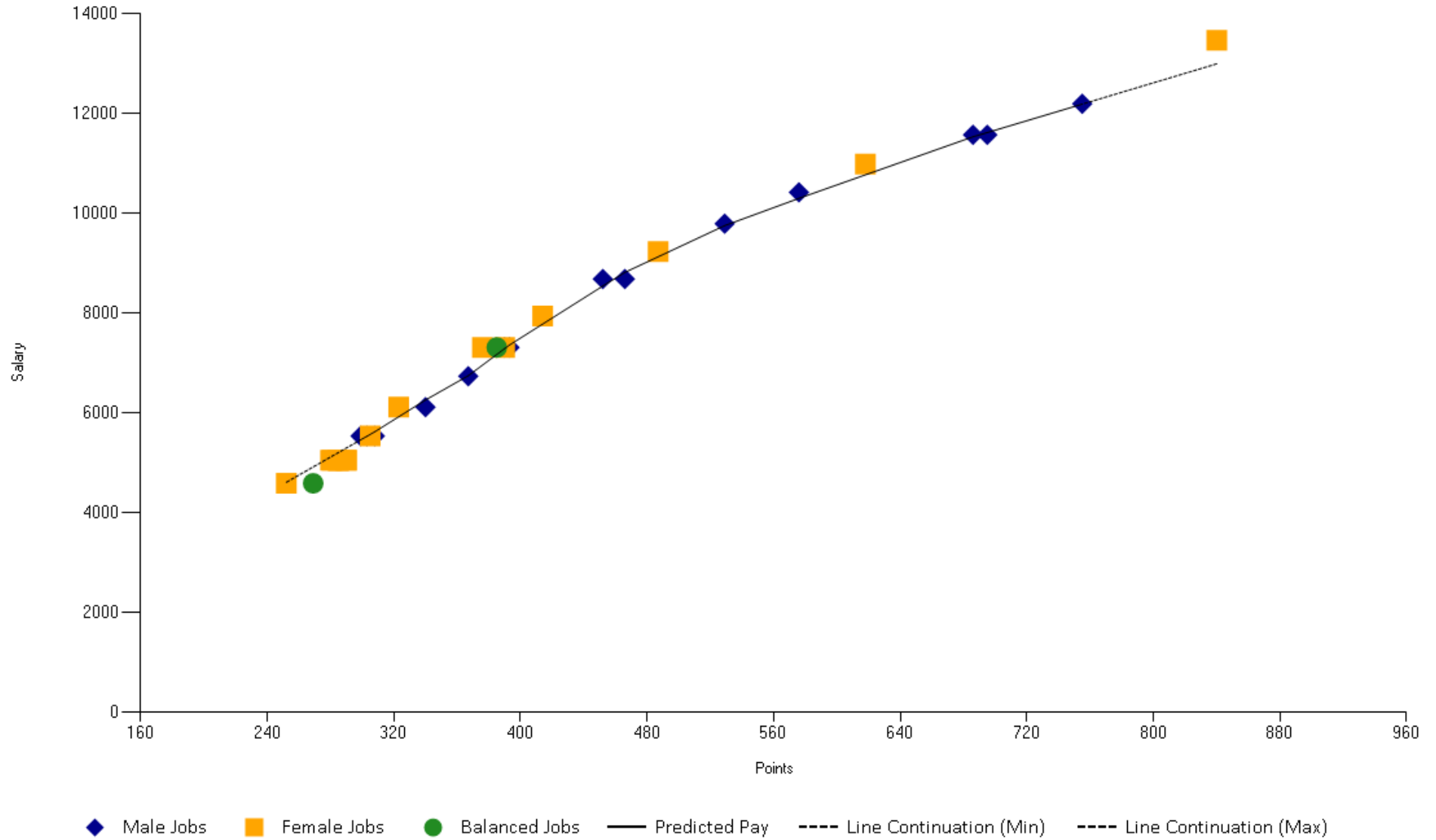
Lino Lakes

LGID: 671

| Job Nbr | Class Title | Nbr Males | Nbr Females | Non-Binary | Class Type | Jobs Points | Min Mo Salary | Max Mo Salary | Yrs to Max Salary | Yrs of Service | Exceptional Service Pay |
|---------|--------------------|-----------|-------------|------------|------------|-------------|---------------|---------------|-------------------|----------------|-------------------------|
| 31 | City Administrator | 0 | 1 | 0 | F | 840 | 10774.0 0 | 13467.00 | 9.00 | 0.00 | |

Job Number Count: 32

Predicted Pay Report for: Lino Lakes Case: 2021PayEquityReporting



Predicted Pay Report for: Lino Lakes

Case: 2021PayEquityReporting

| Job Nbr | Job Title | Nbr Males | Nbr Females | Non-Binary | Total Nbr | Job Type | Job Points | Max Mo Salary | Predicted Pay | Pay Difference |
|---------|--------------------------------|-----------|-------------|------------|-----------|----------|------------|---------------|---------------|----------------|
| 1 | Office Specialist | 0 | 1 | 0 | 1 | Female | 252 | 4589.0000 | 4609.1695 | -20.1695 |
| 2 | PT Community Service Officer | 1 | 1 | 0 | 2 | Balanced | 269 | 4589.0000 | 4916.8615 | -327.8615 |
| 3 | Accounting Clerk I | 0 | 1 | 0 | 1 | Female | 280 | 5050.0000 | 5115.9563 | -65.9563 |
| 4 | Police Records Technician | 0 | 2 | 0 | 2 | Female | 281 | 5050.0000 | 5134.0558 | -84.0558 |
| 5 | Deputy City Clerk | 0 | 1 | 0 | 1 | Female | 285 | 5050.0000 | 5206.4539 | -156.4539 |
| 6 | Public Safety Admin Assistant | 0 | 1 | 0 | 1 | Female | 285 | 5050.0000 | 5206.4539 | -156.4539 |
| 7 | Investigative Assistant | 0 | 1 | 0 | 1 | Female | 285 | 5050.0000 | 5206.4539 | -156.4539 |
| 8 | Administrative Assistant | 0 | 2 | 0 | 2 | Female | 290 | 5050.0000 | 5296.9516 | -246.9516 |
| 9 | Building Permit Technician | 0 | 1 | 0 | 1 | Female | 290 | 5050.0000 | 5296.9516 | -246.9516 |
| 32 | Parks Maintenance Worker | 3 | 0 | 0 | 3 | Male | 299 | 5537.0000 | 5459.8473 | 77.1527 |
| 10 | Streets Maintenance Worker | 6 | 0 | 0 | 6 | Male | 303 | 5537.0000 | 5532.2455 | 4.7545 |
| 12 | Accounting Clerk II | 0 | 1 | 0 | 1 | Female | 305 | 5537.0000 | 5568.4445 | -31.4445 |
| 11 | Utilities Maintenance Worker | 3 | 0 | 0 | 3 | Male | 308 | 5537.0000 | 5622.7431 | -85.7431 |
| 13 | Communications Specialist | 0 | 1 | 0 | 1 | Female | 323 | 6114.0000 | 5894.2361 | 219.7639 |
| 14 | Mechanic | 1 | 0 | 0 | 1 | Male | 340 | 6114.0000 | 6259.0410 | -145.0410 |
| 15 | Building Inspector | 2 | 0 | 0 | 2 | Male | 367 | 6734.0000 | 6744.9833 | -10.9833 |
| 17 | City Clerk | 0 | 1 | 0 | 1 | Female | 376 | 7310.0000 | 6957.6900 | 352.3100 |
| 16 | Police Officer | 13 | 6 | 0 | 19 | Balanced | 385 | 7310.0000 | 7170.3966 | 139.6034 |
| 20 | Accountant | 0 | 1 | 0 | 1 | Female | 390 | 7310.0000 | 7288.5669 | 21.4331 |
| 18 | Public Works Supervisor | 3 | 0 | 0 | 3 | Male | 390 | 7310.0000 | 7288.5669 | 21.4331 |
| 19 | Environmental Coordinator | 1 | 0 | 0 | 1 | Male | 393 | 7310.0000 | 7359.4691 | -49.4691 |
| 21 | City Planner | 0 | 1 | 0 | 1 | Female | 414 | 7939.0000 | 7800.6464 | 138.3536 |
| 22 | Sergeant | 4 | 1 | 0 | 5 | Male | 452 | 8682.0000 | 8540.3386 | 141.6614 |
| 23 | Building Official | 1 | 0 | 0 | 1 | Male | 466 | 8682.0000 | 8814.9738 | -132.9738 |
| 24 | HR and Communications Manager | 0 | 1 | 0 | 1 | Female | 487 | 9232.0000 | 9156.2059 | 75.7941 |
| 25 | Public Safety Captain | 1 | 0 | 0 | 1 | Male | 529 | 9790.0000 | 9751.4776 | 38.5224 |
| 26 | Deputy Public Safety Director | 2 | 0 | 0 | 2 | Male | 576 | 10419.0000 | 10297.9134 | 121.0866 |
| 27 | Finance Director | 0 | 1 | 0 | 1 | Female | 618 | 10987.0000 | 10841.8807 | 145.1193 |
| 28 | Public Services Director | 1 | 0 | 0 | 1 | Male | 686 | 11571.0000 | 11531.1690 | 39.8310 |
| 29 | Community Development Director | 1 | 0 | 0 | 1 | Male | 695 | 11571.0000 | 11616.8251 | -45.8251 |
| 30 | Public Safety Director | 1 | 0 | 0 | 1 | Male | 755 | 12192.0000 | 12186.0058 | 5.9942 |
| 31 | City Administrator | 0 | 1 | 0 | 1 | Female | 840 | 13467.0000 | 12992.9032 | 474.0968 |

Predicted Pay Report for: Lino Lakes

Case: 2021PayEquityReporting

| Job Nbr | Job Title | Nbr Males | Nbr Females | Non- Binary | Total Nbr | Job Type | Job Points | Max Mo Salary | Predicted Pay | Pay Difference |
|---------|-----------|--------------|----------------|----------------|--------------|----------|---------------|---------------|---------------|----------------|
|---------|-----------|--------------|----------------|----------------|--------------|----------|---------------|---------------|---------------|----------------|

Job Number Count: 32

Guide to Understanding Pay Equity Compliance

Pay Equity Office
Minnesota Management & Budget
400 Centennial Office Building
658 Cedar Street
St. Paul, MN 55155

[Local Government Pay Equity Webpage](#)

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Guide to Understanding Pay Equity Compliance

This booklet gives a general overview of how data from the local government reports is analyzed and how the tests for compliance are conducted. Complete details of compliance requirements are in Minnesota Rules Chapter 3920.

This booklet also describes the computer software developed by MMB. This software calculates several of the tests for compliance and the reports produced by the software are explained on pages three through five.

Tests for Compliance

1. **Completeness and Accuracy Test** - determines whether jurisdictions have filed reports on time, included correct data and supplied all required information.
2. **Statistical Analysis Test** - described on pages three through five, compares salary data to determine if female classes are paid consistently below male classes of comparable work value (job points). MMB has developed software that calculates the results for this test. This test is generally applied to larger jurisdictions. For smaller jurisdictions, the alternative analysis is used.
3. **Alternative Analysis Test** - described on pages 14 through 17, compares salary data to determine if female classes are paid below male classes even though the female classes have similar or greater work value (job points). The software is not used for this test.
4. **Salary Range Test** - described on page 18, compares the average number of years it takes for individuals to move through salary ranges established for female classes compared to male classes. This test only applies to jurisdictions that have a system where there is an established number of years to move through salary ranges.
5. **Exceptional Service Pay Test** - described on page 19, compares how often individuals in male classes receive longevity or performance pay above the normal salary range compared to how often individuals in female classes receive this type of pay. This test applies only to jurisdictions that have a system that includes exceptional service pay.

Determining Whether the Alternative or Statistical Analysis Will Be Used

1. Alternative analysis - jurisdiction has:

- Three or fewer male classes.

NOTE: Jurisdictions with three or fewer male classes may want to skip over the information on pages two through seven describing the statistical analysis and computer reports.

2. Statistical analysis - jurisdiction has:

- Six or more male classes and at least one class with an established salary range, or
- Four or five male classes and an underpayment ratio of 80% or more. May or may not have classes with an established salary range.

3. Start in statistical analysis but go to alternative analysis - jurisdiction has:

- Four or five male classes and an underpayment ratio below 80%, or
- An underpayment ratio below 80%, six or more male classes, but no classes with a salary range.

Explanation of Computer Reports

Information contained in the next few pages is intended to explain the three reports produced by the Pay Equity Management System Software. Look at the sample reports as you read the following explanations. Each numbered explanation corresponds to a shaded number on the examples on pages three, five and six. For informational purposes, a sample of a graph produced with the Pay Equity Analysis software is shown on page seven.

Compliance Report

Pay Equity Implementation Report data. Parts II, III and IV of the Compliance Report give test results. For more detail on each test, refer to [Minnesota Rules Chapter 3920](#).

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from the

I. GENERAL JOB CLASS INFORMATION

| | Male Classes | Female Classes | Balanced Classes | All Job Classes |
|-----------------------------------|--------------|----------------|------------------|-----------------|
| # Job Classes | 8 | 4 | 2 | 14 |
| # Employees | 14 | 4 | 24 | 42 |
| Avg. Max Monthly Pay Per Employee | 1,537.22 | 1,796.87 | | 1,656.86 |

II. STATISTICAL ANALYSIS TEST

A. Underpayment Ratio = 150.0* 4

| | Male Classes | Female Classes |
|---|--------------|----------------|
| a. # At or above Predicted Pay | 5 | 3 |
| b. # Below Predicted Pay | 3 | 1 |
| c. TOTAL | 8 | 4 |
| d. % Below Predicted Pay (b divided by c = d) | 37.50 5 | 25.00 6 |

*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

B. T-test Results

Degrees of Freedom (DF) = 16 Value of T = -3.732 7

- a. Avg. diff. in pay from predicted pay for male jobs = \$2 8
- b. Avg. diff. in pay from predicted pay for female jobs = \$75 9

III. SALARY RANGE TEST = 105.71% 10 (Result is A divided by B)

- A. Avg. # of years to max salary for male jobs = 5.29
- B. Avg. # of years to max salary for female jobs = 5.00

IV. EXCEPTIONAL SERVICE PAY TEST = 50.00% 11 (Result is B divided by A)

- A. % of male classes receiving ESP 50.00*
- B. % of female classes receiving ESP 25.00

*(If 20% or less, test result will be 0.00.)

Compliance Report

Explanations below correspond to shaded numbers on page three.

- 1. Average Maximum Monthly Salary for Employees in Male Classes**
- 2. Average Maximum Monthly Salary for Employees in Female Classes**
- 3. Overall Average Maximum Monthly Salary for an Employee**
- 4. Underpayment Ratio**

The minimum requirement to pass the statistical analysis test is an underpayment ratio of 80%. The underpayment ratio is calculated by dividing the percentage of male classes below predicted pay (item five) by the percentage of female classes below predicted pay (item six). In the example on page three, $37.5 \div 25 = 150\%$. Jurisdictions with an underpayment ratio below 80% can improve their score by increasing salaries for female classes to at or above predicted pay. More details regarding predicted pay are on pages six through 13.

If the underpayment ratio is less than 80%, a jurisdiction may still pass the statistical analysis test if the t-test results (explained in item 7) are not statistically significant. The t-test measures the average dollar difference from predicted pay for male and female classes.

5. Percentage of Male Classes Below Predicted Pay

This percentage is calculated by dividing the number of male classes below predicted pay by the overall total of male classes. In the example on page three, the total of male classes is eight, and three fall below predicted pay. Therefore, $3 \div 8 = 37.50\%$.

6. Percentage of Female Classes Below Predicted Pay

This percentage is calculated by dividing the number of female classes below predicted pay by the overall total of female classes. In the example on page three, the total of female classes is four and one of those falls below predicted pay. Therefore, $1 \div 4 = 25\%$.

7. T-Test & Degrees of Freedom

These numbers are used only for jurisdictions with an underpayment ratio below 80%, at least six male classes and at least one class with a salary range. If the underpayment ratio is 80% or more, these numbers are not used nor are they used for jurisdictions in the alternative analysis.

These numbers show the average dollar amount that males and females are from predicted pay and answer the question: Are females paid less than males on average and, is the underpayment of females statistically significant?

To determine if these numbers show statistical significance, they must be checked against the table on page five. Find the DF number in the “Degrees of Freedom” column and then look across for the “Value of T.” If the “value of t” on the compliance report is less than the “value of t” on the table, it means that either there is no underpayment of female classes or that the underpayment is not statistically significant. If the t-test number is the same or more than the “value of t” on the table, the underpayment for female classes is statistically significant and the jurisdiction would not pass the test.

Salary increases for female classes sufficient to eliminate statistical significance would allow a jurisdiction to pass the statistical analysis test even with an underpayment ratio below 80%.

In the example on page three, t-test results would not be used because the underpayment ratio is above 80%, but let's assume we needed to check these results. First, we would find 16 in the DF column

and then look across to find the value of t at 1.746. Since our t-test number is -3.732, well below the value of t on the table, these results would show that on average, females are not underpaid compared to males.

| <u>DF</u> | <u>Value of t</u> | <u>DF</u> | <u>Value of t</u> | <u>DF</u> | <u>Value of t</u> |
|-----------|-------------------|-----------|-------------------|-----------|-------------------|
| 1 | 6.314 | 12 | 1.782 | 23 | 1.714 |
| 2 | 2.920 | 13 | 1.771 | 24 | 1.711 |
| 3 | 2.353 | 14 | 1.761 | 25 | 1.708 |
| 4 | 2.132 | 15 | 1.753 | 26 | 1.706 |
| 5 | 2.015 | 16 | 1.746 | 27 | 1.703 |
| 6 | 1.943 | 17 | 1.740 | 28 | 1.701 |
| 7 | 1.895 | 18 | 1.734 | 29 | 1.699 |
| 8 | 1.860 | 19 | 1.729 | 30 | 1.697 |
| 9 | 1.833 | 20 | 1.725 | 40 | 1.684 |
| 10 | 1.812 | 21 | 1.721 | 60 | 1.671 |
| 11 | 1.796 | 22 | 1.717 | 120 | 1.658 |
| | | | | Infinity | 1.645 |

While the entire method for calculating t-test results cannot be explained here, it is a commonly accepted mathematical technique for measuring statistical significance. The formula is fairly complex, but basically it factors in predicted pay, the dollar difference from predicted pay and the number of employees. The DF number is the total number of employees in male or female dominated classes only, minus two.

by reducing the number of years it takes for female classes to reach maximum salaries, increasing the number of years for males to reach maximum salaries, or some combination of both. A result of 0% would mean that either there are no male classes with an established number of years to move through a salary range, no female classes with an established number of years to move through a salary range, or both. A description of how the salary range test is calculated is on page 18.

8. Average Dollar Amount Male Classes are Above or Below Predicted Pay

In the example on page three, the maximum monthly salary for male classes, on average, is \$2 above predicted pay.

9. Average Dollar Amount Female Classes are Above or Below Predicted Pay

In the example on page three, the maximum monthly salary for female classes, on average, is \$75 above predicted pay.

10. Salary Range Test

This number must be either 0% or 80% or more to pass this test. In the example on page three, 105.71% is passing. Jurisdictions not passing this test can pass it

11. Exceptional Service Pay Test

This number must be either 0% or 80% or more to pass this test. In the example on page three, 50% is not passing. Jurisdictions not passing this test can pass it by either increasing the number of female classes that receive exceptional service pay, decreasing the number of male classes that receive exceptional service pay, or some combination of both. A result of 0% could mean that fewer than 20% of male classes receive exceptional service pay or that no female classes receive exceptional service pay. A description of how the exceptional service pay test is calculated is on page 19.

Statistical Analysis

Explanations correspond to shaded numbers below.

This report can be printed after the results are computed. The predicted pay and pay difference columns are helpful in analyzing the cost of adjusting the salary for any given class.

1. Predicted Pay

The most simplistic definition of predicted pay is that it is the average pay of male classes at any given point value. Predicted pay is calculated by averaging the maximum monthly salaries for male classes in the jurisdiction. It is the standard for comparing how males and females are compensated. Predicted pay is a mirror, or reflection, of the current compensation practice within a jurisdiction for male classes, but is not necessarily the salary that "should" be paid at any particular point level. Specific details of the method used to calculate predicted pay is explained in pages eight through 13. The graph on page seven shows a "predicted pay line" and how male and female classes scatter around that line. Predicted pay amounts are determined only from the jurisdiction itself, not from any external factors or salaries.

2. Pay Difference

Shows the dollar amount that maximum monthly salaries fall above or below predicted pay. If a jurisdiction does not pass the statistical test and needs to increase salaries for female classes, either to reach an underpayment ratio of 80% or eliminate the statistical significance of the t-test, this information is useful in calculating the cost. For example, the cost to increase the female class of "stage manager" to predicted pay would be \$6.20 per month.

1
2

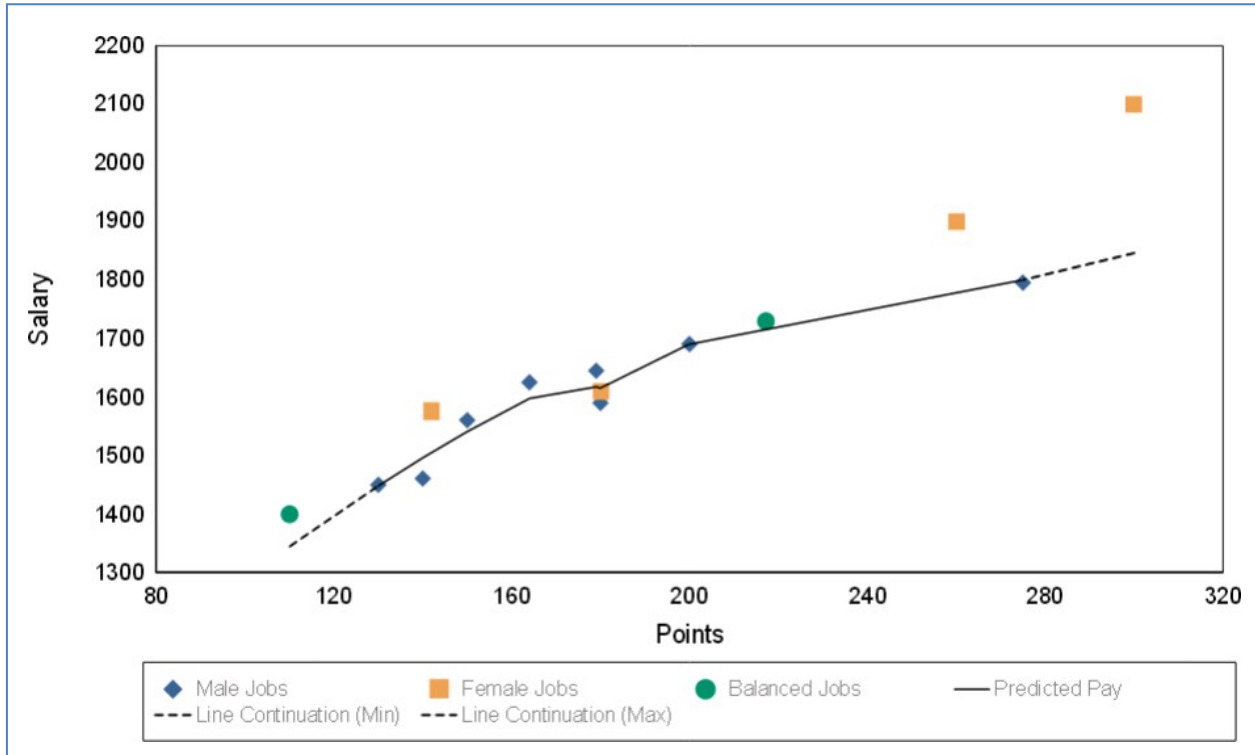
Predicted Pay Report for Stageville Theater First Step To Broadway!
Case : 2011

10/10/2016

| Job Nbr | Job Title | Nbr Males | Nbr Females | Total Nbr | Job Type | Job Points | Max Mo Salary | Predicted Pay | Pay Difference |
|---------|--------------------|-----------|-------------|-----------|----------|------------|---------------|---------------|----------------|
| 1 | Box Office | 1 | 1 | 2 | Balanced | 110 | \$1,400.41 | \$1,344.82 | \$55.59 |
| 2 | Stage Crew | 6 | 1 | 7 | Male | 130 | \$1,460.26 | \$1,447.15 | \$3.11 |
| 3 | Props Chief | 1 | 0 | 1 | Male | 140 | \$1,460.94 | \$1,495.59 | (\$34.65) |
| 4 | Costume Designer | 0 | 1 | 1 | Female | 142 | \$1,575.89 | \$1,505.17 | \$70.72 |
| 5 | Set Tech. | 1 | 0 | 1 | Male | 150 | \$1,560.75 | \$1,540.12 | \$20.63 |
| 6 | Lighting Tech. | 1 | 0 | 1 | Male | 164 | \$1,625.50 | \$1,598.54 | \$26.96 |
| 7 | Effects Eng. | 1 | 0 | 1 | Male | 179 | \$1,645.22 | \$1,617.17 | \$28.05 |
| 8 | Stage Manager | 0 | 1 | 1 | Female | 180 | \$1,610.30 | \$1,616.50 | (\$6.20) |
| 9 | Writer | 1 | 0 | 1 | Male | 180 | \$1,590.19 | \$1,616.50 | (\$26.31) |
| 10 | Marketing Director | 1 | 0 | 1 | Male | 200 | \$1,690.85 | \$1,689.43 | \$1.42 |
| 11 | Actor/Actress | 10 | 12 | 22 | Balanced | 217 | \$1,730.85 | \$1,748.34 | (\$17.49) |
| 13 | Producer | 0 | 1 | 1 | Female | 260 | \$1,900.00 | \$1,773.81 | \$126.19 |
| 12 | Director | 1 | 0 | 1 | Male | 275 | \$1,795.76 | \$1,800.99 | (\$5.23) |
| 14 | General Manager | 0 | 1 | 1 | Female | 300 | \$2,100.67 | \$1,846.29 | \$254.38 |

Job Number Count: 14

Predicted Pay Graph



Job Class Data Entry List Report

Shows the data that has been entered for computation. This report should be carefully reviewed before computing the results. If any errors are found, they must be corrected before computing results.

Job Class Data Entry Verification List

Stageville Theater First Step To Broadway!
LGID 1

Case: 2011

| Job Nbr | Class Title | Nbr Males | Nbr Females | Class Type | Jobs Points | Min Mo Salary | Max Mo Salary | Yrs to Max Salary | Yrs of Service | Exceptional Service Pay |
|---------|--------------------|-----------|-------------|------------|-------------|---------------|---------------|-------------------|----------------|-------------------------|
| 1 | Box Office | 1 | 1 | B | 110 | \$1,200.00 | \$1,400.41 | 4.00 | 0.00 | |
| 2 | Stage Crew | 6 | 1 | M | 130 | \$1,250.00 | \$1,450.26 | 5.00 | 0.00 | Longevity |
| 3 | Props Chief | 1 | 0 | M | 140 | \$1,260.00 | \$1,460.94 | 5.00 | 0.00 | Longevity |
| 4 | Costume Designer | 0 | 1 | F | 142 | \$1,375.00 | \$1,575.89 | 5.00 | 0.00 | |
| 5 | Set Tech. | 1 | 0 | M | 150 | \$1,360.00 | \$1,560.75 | 5.00 | 0.00 | Longevity |
| 6 | Lighting Tech. | 1 | 0 | M | 164 | \$1,400.00 | \$1,625.50 | 6.00 | 0.00 | Longevity |
| 7 | Effects Eng. | 1 | 0 | M | 179 | \$1,425.00 | \$1,645.22 | 6.00 | 0.00 | |
| 8 | Stage Manager | 0 | 1 | F | 180 | \$1,425.00 | \$1,610.30 | 5.00 | 0.00 | Longevity |
| 9 | Writer | 1 | 0 | M | 180 | \$1,400.00 | \$1,590.19 | 6.00 | 0.00 | |
| 10 | Marketing Director | 1 | 0 | M | 200 | \$1,490.00 | \$1,690.85 | 4.00 | 0.00 | |
| 11 | Actor/Actress | 10 | 12 | B | 217 | \$1,500.00 | \$1,730.85 | 4.00 | 0.00 | Performance |
| 13 | Producer | 0 | 1 | F | 260 | \$1,700.00 | \$1,900.00 | 0.00 | 1.00 | |
| 12 | Director | 1 | 0 | M | 275 | \$1,600.00 | \$1,795.76 | 0.00 | 3.00 | |
| 14 | General Manager | 0 | 1 | F | 300 | \$1,800.00 | \$2,100.67 | 0.00 | 5.00 | |

Job Number Count: 14

Method Used for Predicted Pay Calculation in the Statistical Analysis

The following explanation is a general description of how predicted pay is calculated but does not include all details of the formula in [Minnesota Rules Chapter 3920](#).

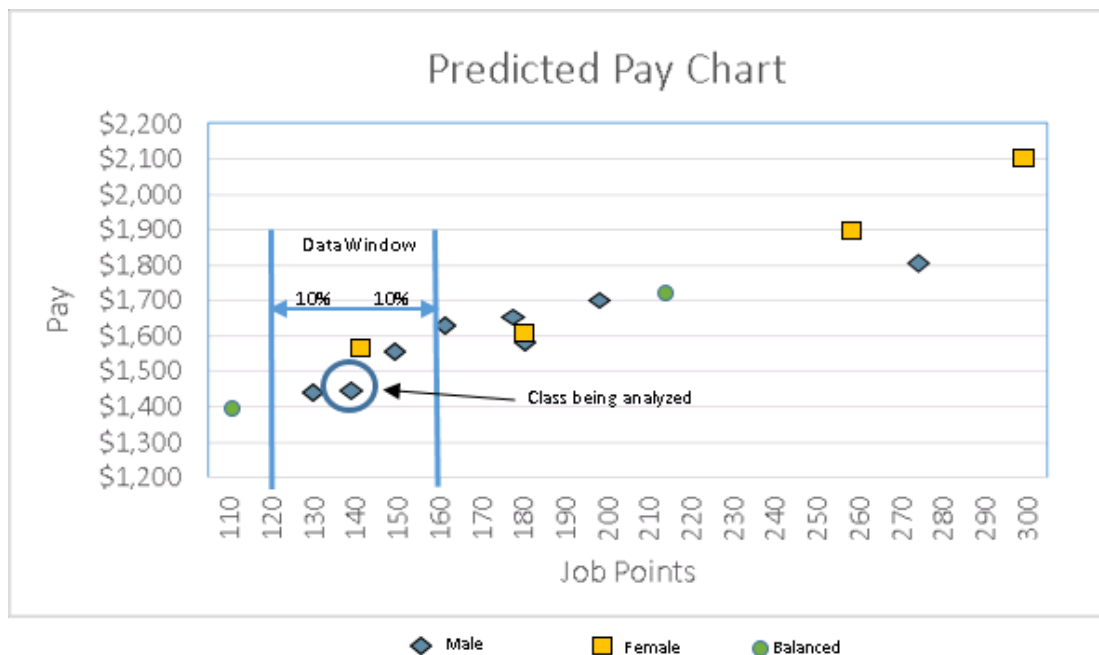
Basis of the Statistical Analysis

The definition in the Local Government Pay Equity Act for equitable compensation relationship says “...compensation for female-dominated classes is not consistently below the compensation for male-dominated classes of comparable value...”

The formula for the statistical analysis is based on three concepts found in the above definition: comparable value, male compensation and consistently below.

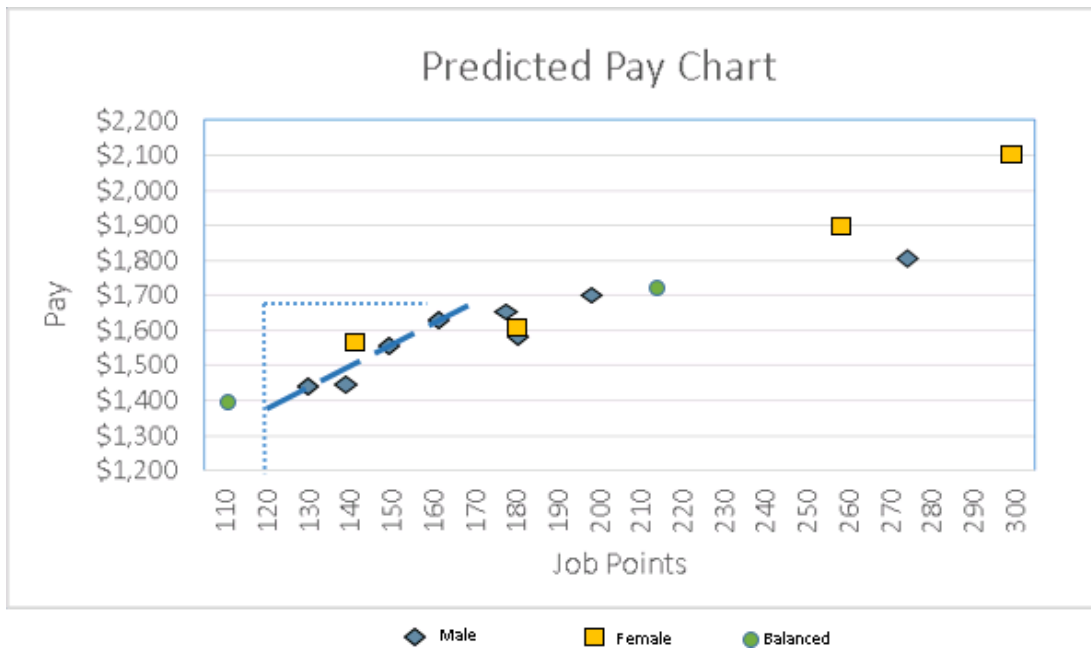
I. Defining “Comparable Value”

Except for classes in the lower and upper 10% of the point range, comparable value is defined by drawing a 20% window around the job class being analyzed. Each window extends 10% of the range of points on each side of the class. In the example, there is a range of 200 points from lowest to highest, so 10% would be 20 points. Each window must have at least three male classes (two of which have different points) and must include at least 20% of all male classes in the jurisdiction. If this criteria is not met, the window will expand at 5% increments on either side until the required number of male classes are included. The drawing below shows one window for one class.

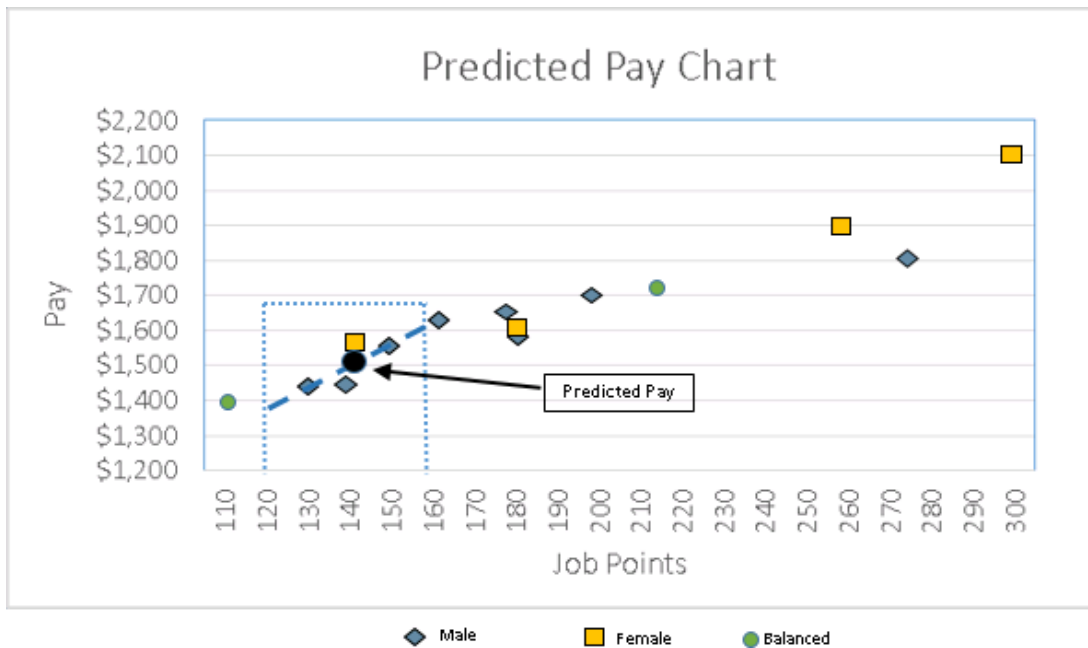


II. Defining “Male Compensation” or “Predicted Pay”

- A. The first step in defining male compensation is to draw a "mini" regression line through the male classes in the window.

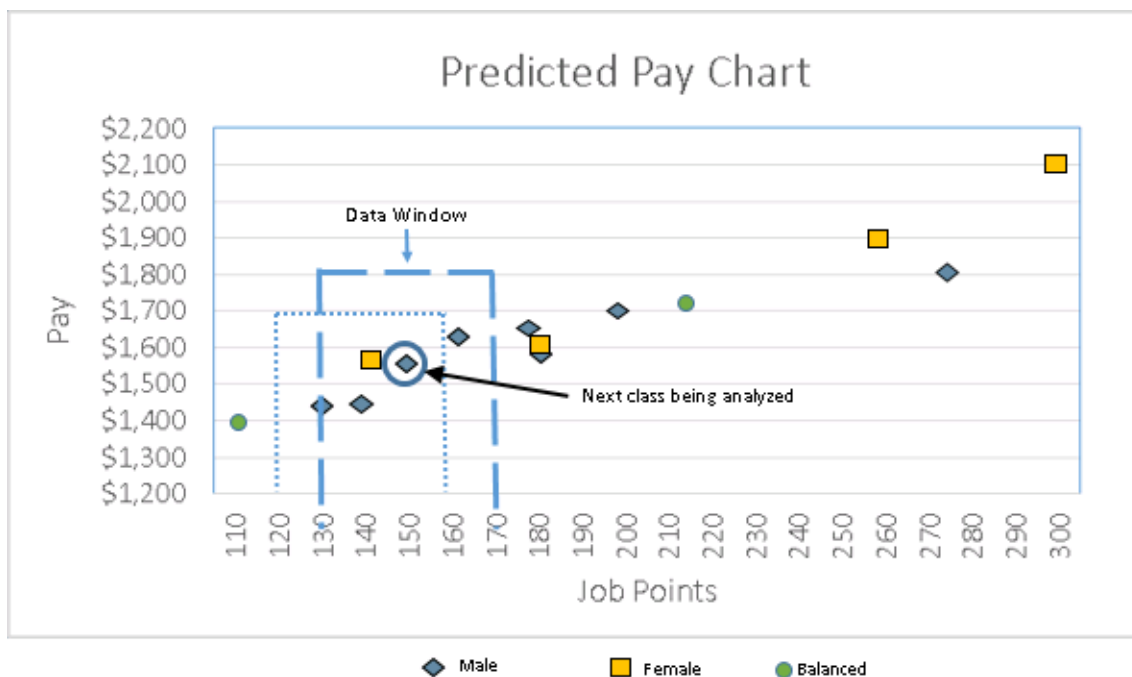


- B. The second step in defining male compensation is to look at the class being analyzed and the same point on the mini regression line. This point is called predicted pay.

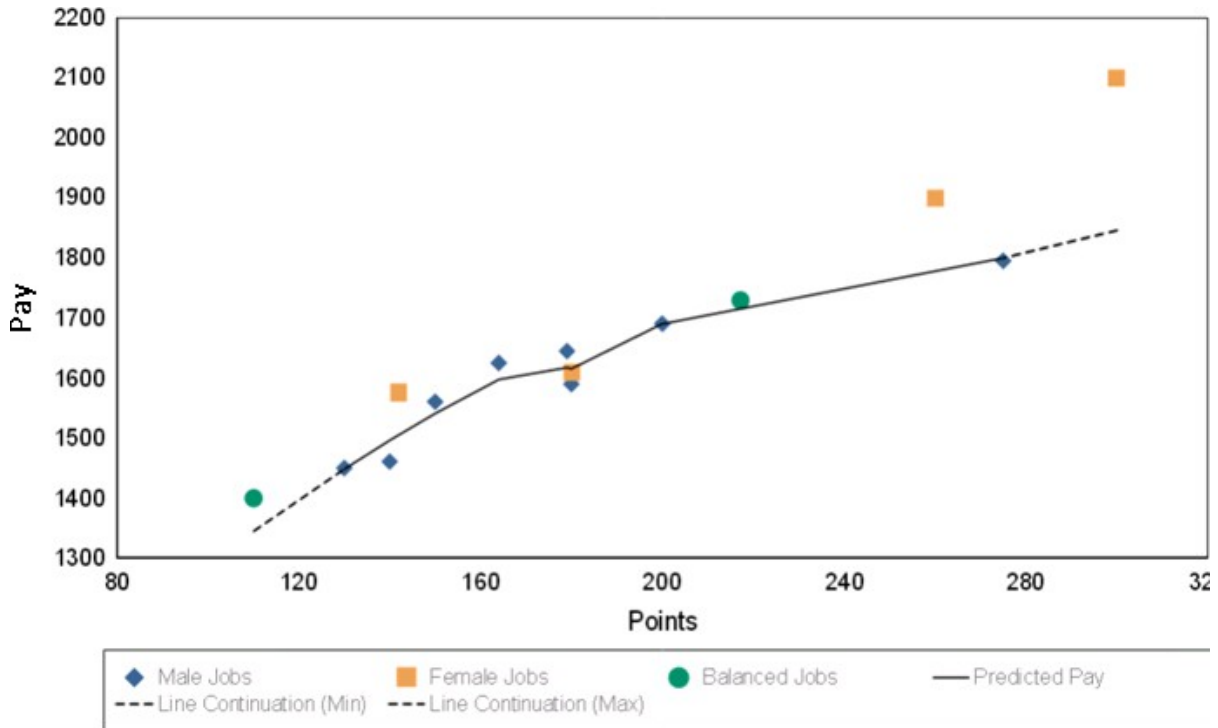


III. Defining “Consistently Below”

- A. A determination is made as to whether the class being analyzed falls above or below predicted pay. In the example, the female class being analyzed is above predicted pay.
- B. A new window is drawn when the next class is analyzed. This continues until all classes have been analyzed.



C. When all the classes have been analyzed, a predicted pay line is drawn.



D. The tabulation of the number of male and female classes above and below the predicted pay line is made.

For example:

| | | | | | |
|---------|---|---|---------|---|---|
| F above | = | 3 | M above | = | 5 |
| F below | = | 1 | M below | = | 3 |
| Total | = | 4 | Total | = | 8 |

E. The percentage of male and female classes below predicted pay is calculated by dividing the number of classes below by the total number of classes in each group.

| | | | |
|-----------------|------------|---|--------|
| Female classes: | $1 \div 4$ | = | 25.00% |
| Male classes: | $3 \div 8$ | = | 37.50% |

F. The percentage of male classes below predicted pay is divided by the percentage of female classes below predicted pay. This produces the “underpayment ratio.”

$$37.50\% \div 25.00\% = 150.00\%$$

G. An underpayment ratio below 80% shows that female classes are compensated “consistently below” male classes of comparable value. If the underpayment ratio is below 80%, further analysis is done to determine if the underpayment of females is statistically significant. Using the t-test, a determination is made whether or not the dollar difference is statistically significant. Details of the t-test can be found on page four.

Alternative Analysis Test

The minimum requirement to pass this test is that:

- a. there is no compensation disadvantage for at least 80% of female classes compared to male classes; or,
- b. compensation differences can be accounted for by years of service or performance.

On the next few pages the four possibilities that exist for inequities or a compensation disadvantage are described.

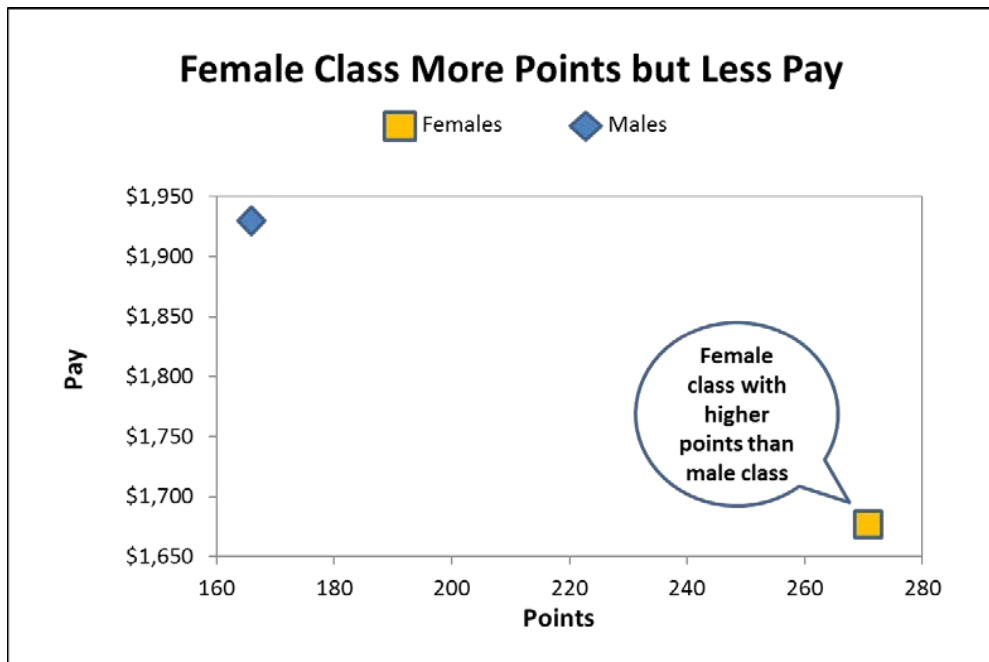
1. A female class with higher points has less compensation than a male class with lower points.

Example: In this case, the female job class of city clerk has more points but less pay than the male job class of maintenance supervisor.

| <u>Job Title</u> | <u>Type</u> | <u>Class Points</u> | <u>Max. Monthly Salary</u> |
|------------------|-------------|---------------------|----------------------------|
| City Clerk | F | 275 | \$1665 |
| Maint. Sup. | M | 171 | \$1925 |

The minimum requirement to correct this inequity is that the female class must have a salary at least equal to that of the male class.

Graph illustrating inequity for female job class.



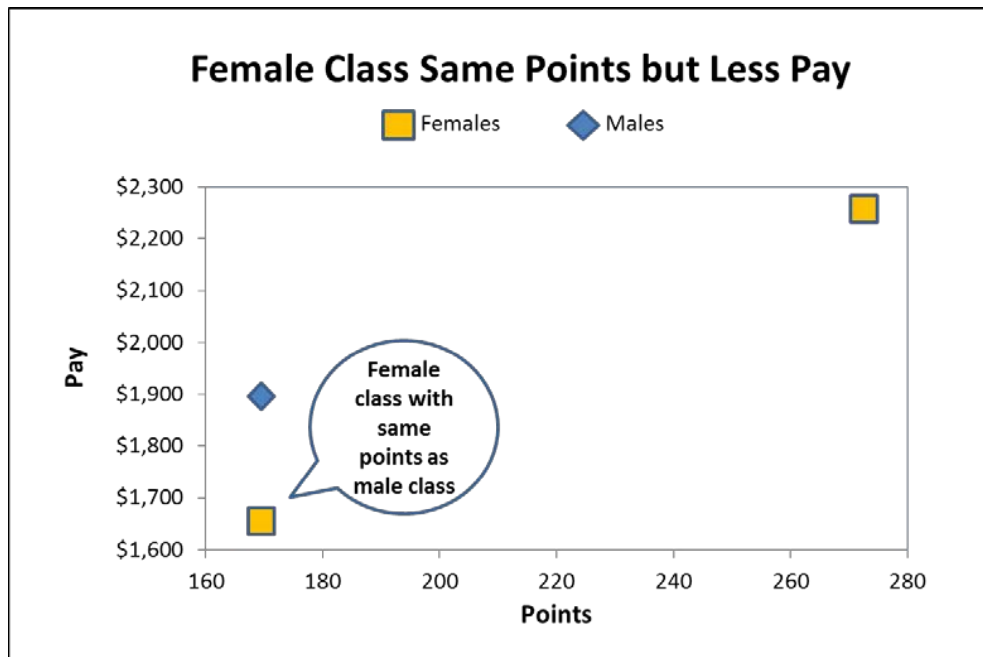
2. A female class has the same points as a male class but less compensation.

Example: In this case, the female job class of secretary and the male job class of maintenance have the same points but the secretary receives less pay.

| <u>Job Title</u> | <u>Type</u> | <u>Class Points</u> | <u>Max. Monthly Salary</u> |
|------------------|-------------|---------------------|----------------------------|
| City Clerk | F | 275 | \$2265 |
| Maintenance | M | 171 | \$1900 |
| Secretary | F | 171 | \$1630 |

The minimum requirement to correct this inequity is that the female class must have a salary at least equal to the male class.

Graph illustrating inequity for female job class.



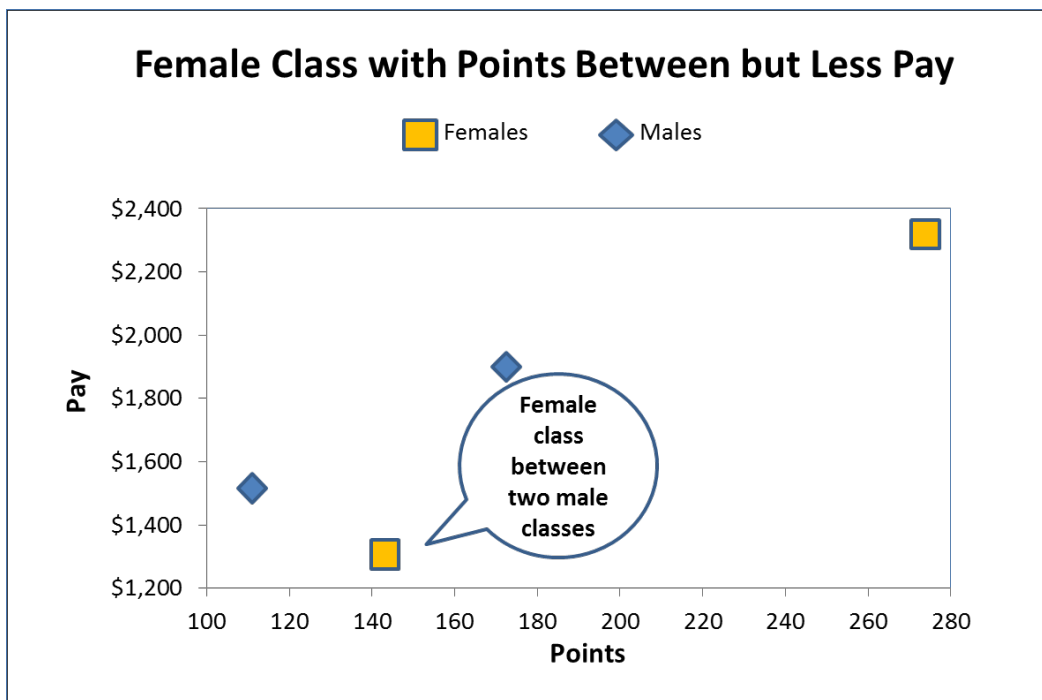
3. A female class has points between two male classes but compensation is not between or above the two male classes.

Example: In this case, the female job class of receptionist has points between two male classes but receives less pay than either of them.

| <u>Job Title</u> | <u>Type</u> | <u>Class Points</u> | <u>Max. Monthly Salary</u> |
|------------------|-------------|---------------------|----------------------------|
| City Clerk | F | 275 | \$2370 |
| Maintenance | M | 171 | \$1900 |
| Receptionist | F | 141 | \$1250 |
| Custodian | M | 111 | \$1500 |

The minimum requirement to correct this inequity is that the female class must have a salary somewhere between the two male classes.

Graph illustrating inequity for female job class.



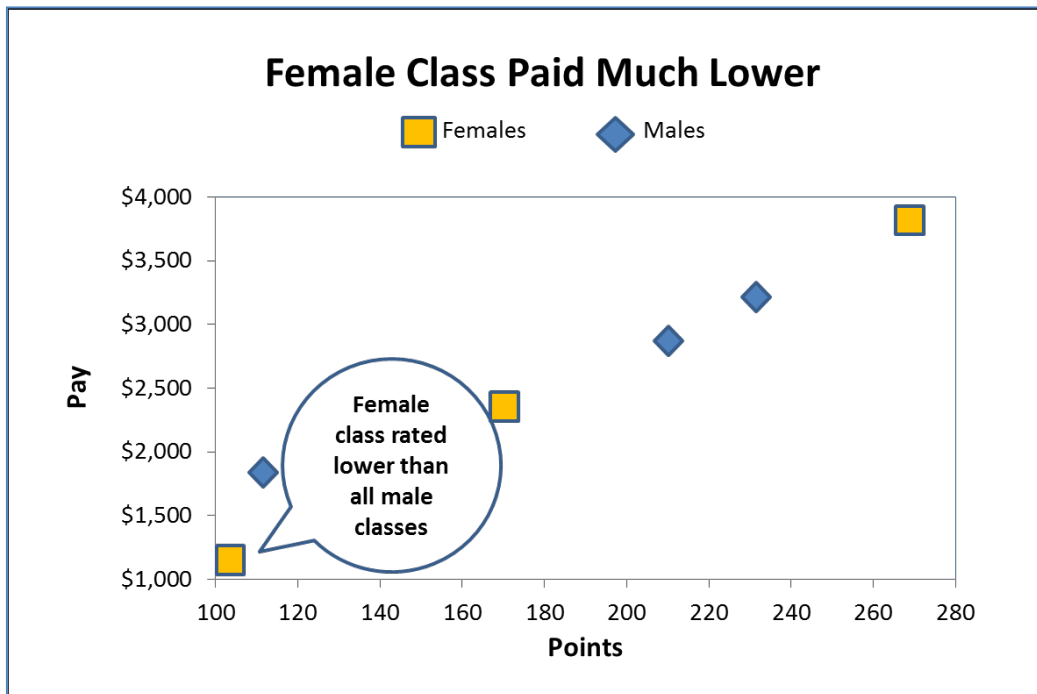
4. A female class, rated lower than all male classes, is not compensated as reasonably proportionate to points as other classes.

Example: In this case, the retail clerk has a salary of \$700 per month below the custodian but only six fewer points. For all other job classes where there is a salary difference, there is a larger difference in points. For example, the maintenance supervisor’s salary is \$300/month less than the police officer and there is a difference of 23 points.

| <u>Job Title</u> | <u>Type</u> | <u>Class Points</u> | <u>Max. Monthly Salary</u> |
|------------------|-------------|---------------------|----------------------------|
| City Clerk/Admin | F | 275 | \$3800 |
| Police Officer | M | 236 | \$3200 |
| Maintenance Sup | M | 213 | \$2900 |
| Admin. Sec. | F | 173 | \$2400 |
| Custodian | M | 111 | \$1800 |
| Retail Clerk | F | 105 | \$1100 |

While some difference in salary is acceptable due to the point difference, the salary for the retail clerk with 105 points must be much closer to the salary for the custodian with 111 points. When there is a question regarding the salary for female class or classes rated lower than all male classes, the judgment is made on a case-by-case basis, and the main considerations are the relationship of points and pay between other classes in the jurisdiction and past history of pay relationships that were previously in compliance. In this case, the minimum requirement to correct this inequity would be that the salary for the retail clerk would be approximately \$1,650/month.

Graph illustrating inequity for female class.



Salary Range Test

This is an example to show how the salary range test is calculated. It is not necessary to calculate this test manually if the software is being used. If the software is not being used, the following steps will produce a result for this test. Information is recorded for male or female classes only, not balanced classes. The information for this example is taken from the Data Entry List Report on page seven.

JURISDICTION: Stageville Theatre

Step 1

Look at the “years to max” column and identify male classes with an established number of years to move through a salary range.

| Title | Years to Max |
|-------------------------------|------------------------------|
| Stage Crew | 5 |
| Props Chief | 5 |
| Set Tech | 5 |
| Lighting Tech | 6 |
| Effects Tech | 6 |
| Writer | 6 |
| <u>Marketing Director</u> | <u>4</u> |
| 7 <i>total classes</i> | 37 <i>total years</i> |

Step 2

Calculate the average years to reach maximum salary for male classes:

| | | |
|------------------------------|---------------|---|
| A. Total years from Step 1 | 37 | |
| B. Total classes from Step 1 | <u>7</u> | |
| C. Divide 2A by 2B | $37 \div 7 =$ | 5.28 <i>average years to max</i> |

Step 3

Look at the “years to max” column and identify female classes with an established number of years to move through a salary range.

| Title | Years to Max |
|-------------------------------|------------------------------|
| Costume Designer | 5 |
| <u>Stage Manager</u> | <u>5</u> |
| 2 <i>total classes</i> | 10 <i>total years</i> |

Step 4

Calculate the average years to reach maximum salary for female classes:

| | | |
|------------------------------|---------------|--------------------------------------|
| A. Total years from Step 3 | 10 | |
| B. Total classes from Step 3 | <u>2</u> | |
| C. Divide 4A by 4B | $10 \div 2 =$ | 5 <i>average years to max</i> |

Step 5

Divide 2C by 4C and multiply by 100. $5.28 \div 5 = 1.05 \times 100 = 105\%$

Enter this result in Part C of the Pay Equity Implementation Report.

Exceptional Service Pay Test

This is an example to show how the exceptional service pay test is calculated. It is not necessary to calculate this test manually if the software is being used. If the software is not being used, the following steps will produce a result for this test. The information for this example is taken from the Data Entry List Report on page seven. Information is recorded for male or female classes only, not balanced classes.

Step 1

Look at the “exceptional service pay” column and calculate the percentage of male classes receiving exceptional service pay.

- | | |
|---|------------------------------------|
| A. Total number of male classes where an employee receives exceptional service pay. | 4 |
| B. Total number of male classes in the jurisdiction. | 8 |
| C. Divide 1A by 1B and multiply by 100. | $4 \div 8 = .50 \times 100 = 50\%$ |

If result of 1C is 20% or less, stop here and check appropriate box in Part D of report form.

If result is more than 20%, go on to Step 2.

Step 2

Look at the “exceptional service pay” column and calculate the percentage of female classes receiving exceptional service pay.

- | | |
|---|------------------------------------|
| A. Total number of female classes where an employee receives exceptional service pay. | 1 |
| B. Total number of female classes. | 4 |
| C. Divide 2A by 2B and multiply by 100. | $1 \div 4 = .25 \times 100 = 25\%$ |

Step 3

Calculate the ratio of female/male classes receiving exceptional service pay.

Divide 2C by 1C and multiply by 100. $.25 \div .50 = .50 \times 100 = 50\%$

**CITY COUNCIL
AGENDA ITEM 3B**

STAFF ORIGINATOR: Meg Sawyer, Human Resources and Communications Manager

MEETING DATE: February 14, 2022

TOPIC: Appointment of Community Service Officer

VOTE REQUIRED: 3/5

INTRODUCTION

The Council is being asked to approve the appointment of Amanda Ulvenes for the vacant Community Service Officer position.

BACKGROUND

There is currently a Community Service Officer vacancy within the Public Safety Department. At this time, staff has completed the recruitment process, provided a conditional offer, and is recommending the approval of Ulvenes for the position.

Ulvenes is working towards a Bachelor's Degree in Criminal Justice, is currently a Police Explorer for the City of Lino Lakes, enlisted in the MN Army National Guard serving as a Military Police (MP).

The hourly rate would be \$23.02, which is the starting rate of the AFSCME Labor Contract. The wage schedule has six steps. With the Council's approval, Ulvenes would start in the position of Community Service Officer on March 1, 2022.

RECOMMENDATION

Approve the appointment of Amanda Ulvenes to the Community Service Officer position.

**CITY COUNCIL
AGENDA ITEM 3C**

STAFF ORIGINATOR: Meg Sawyer, Human Resources and Communications Manager

MEETING DATE: February 14, 2022

TOPIC: Appointment of Public Works Superintendent

VOTE REQUIRED: 3/5

INTRODUCTION

The Council is being asked to approve the appointment of Justin Williams for the Superintendent position in the Public Works Department.

BACKGROUND

Williams has worked for the City, in various positions within the Public Works department, since 2006. He was promoted to Utilities Supervisor in the fall of 2018.

Williams is currently working towards his Bachelor Degree in Public Administration. Williams has proven his ability to perform for the City and comes highly recommended.

The hourly rate of pay would be \$49.33, which is Step 5 of a 9 step wage scale. With the Council's approval, William's would start in the position immediately.

RECOMMENDATION

Approve the appointment of Justin William's for the Public Works Superintendent position.

**CITY COUNCIL
AGENDA ITEM 3D**

STAFF ORIGINATOR: Meg Sawyer, Human Resources and Communications Manager

MEETING DATE: February 14, 2022

TOPIC: Consider Appointment of Utilities Maintenance Worker

VOTE REQUIRED: 3/5

INTRODUCTION

The City Council is being asked to approve the appointment of Gavin Anderson to the vacant Utilities Maintenance Worker position in the Public Works department.

BACKGROUND

Staff has completed the recruitment process, provided a conditional offer, and is recommending the approval of Gavin Anderson for the position.

Anderson graduated from Coon Rapids High School and has previous Public Works experience at the City of Brooklyn Center.

The hourly rate of pay would be \$28.53, which is Step 1 of the current 6 step wage schedule.

With Council's approval, Anderson would start in the position on March 1, 2022.

RECOMMENDATION

Approve the appointment of Gavin Anderson to the Utilities Maintenance Worker position.

**CITY COUNCIL
AGENDA ITEM 3E**

STAFF ORIGINATOR: Meg Sawyer, Human Resources and Communications Manager

MEETING DATE: February 14, 2022

TOPIC: Consider Appointment of Police Officer

VOTE REQUIRED: 3/5

INTRODUCTION

The Council is being asked to approve the appointment of Matthew Reineke to a vacant Police Officer position in the Public Safety Department.

BACKGROUND

There is currently one vacant Police Officer positions within the Public Safety Department. At this time, staff has completed the recruitment process, provided a conditional offer, and is recommending the approval of Matthew Reineke for the position.

Reineke has an Associate's Degree in Law Enforcement from Century College and Bachelor's Degree in Environment Science from St. Thomas University. He has met all POST mandates.

The hourly rate of pay would be \$36.66 which is the Starting wage of the union wage schedule. The wage schedule has six steps.

With the Council's approval, Reineke would start in the position of Police Officer on February 28, 2022.

RECOMMENDATION

Approve the appointment of Matthew Reineke for the Police Officer position.

**CITY COUNCIL
AGENDA ITEM 4A**

STAFF ORIGINATOR: John Swenson, Public Safety Director

MEETING DATE: February 14, 2022

TOPIC: Acceptance Equipment Donation from Shield 616

VOTE REQUIRED: 3/5

INTRODUCTION

The Lino Lakes Public Safety Department is requesting council approval to accept a donation protective equipment from Shield 616 for police officers and firefighters.

BACKGROUND

Shield 616 is a non-profit out of Colorado that fund raises and purchases rifle rated ballistic body armor and donates these items to police and firefighters throughout the nation.

Lino Lakes Volunteers in Public Safety (LLVIPS) is partnering with Shield 616 as the benefactor of this years “Guns and Hoses” hockey game. As reminder LLVIPS is also registered non-profit with a board consisting of individuals that volunteer in various roles in the Lino Lakes community.

LLVIPS and Shield 616 plan to use the Guns and Hoses fundraiser to outfit police and firefighters with rifle rated ballistic armor for agencies participating in the Guns and Hoses fundraiser. At this point, they believe they have received enough donation to outfit every police and firefighter that will play in the hockey game on February 25th as well as start to outfit other police and firefighters from agencies that have players skating in the game.

There are three police officers and three firefighters from Lino Lakes skating in the Guns and Hoses game on February 25th. If the City Council accepts the donation from Shield 616 for rifle rated ballistic armor, these six individuals would be the first to be outfitted with the ballistic armor package. The ballistic armor package includes Angel Armor RISE 2.0 level IIIa body armor with rifle rated Truth SNAP plates and Galvion’s level IIIa helmet with upgraded harness system. The cost of the armor package is \$2,300 per package.

Here are the links to [Shield 616](#) and [Guns-n-Hoses](#) event for additional details.

RECOMMENDATION

Staff recommends Council accept the donation of ballistic protective equipment in the amount of \$2,300 each for police officer and firefighters.

ATTACHMENTS

None

**CITY COUNCIL
AGENDA ITEM 5A**

STAFF ORIGINATOR: Diane Hankee PE, City Engineer

MEETING DATE: February 14, 2022

TOPIC: Consider Resolution No. 22-24, Accepting bids, Awarding a Construction Contract, Water Tower No. 2 Rehabilitation Project

VOTE REQUIRED: 3/5

INTRODUCTION

Staff is requesting council’s consideration to accept bids and award a construction contract for the Water Tower No. 2 Rehabilitation Project.

BACKGROUND

On January 10, 2022, the City Council ordered the project and authorized the ad for bid for the Water Tower No. 2 Rehabilitation Project located at 7001 Otter Lake Road. This tower was constructed in 1996. The water tower inspection report identified several structural and coating issues that need to be addressed. In addition, the exterior and interior dry coatings are over 24 years old and have surpassed their life expectancy. Coatings on water towers are typically replaced every 20 years, or more frequently to protect the underlying steel surfaces from corrosion.

This is a 14-16 week project. The tower will be taken out service for a period of time while they work on the inside of the bowl. The completion date for this project is fall of 2022.

Bids were received on Tuesday, February 8, 2022. A total of 3 bids were received and are summarized below:

| CONTRACTOR | TOTAL BASE BID |
|----------------------------------|-----------------------|
| Classic Protective Coatings, Inc | \$1,188,857.80 |
| Viking Industrial Painting | \$1,428,600.00 |
| TMI Coatings, Inc. | \$1,637,000.00 |

The low bid was submitted by Classic Protective Coatings, Inc. in the amount of \$1,188,857.00. The engineer’s estimate was \$1,536,000. Funding for the project is through the Water Operating Fund.

RECOMMENDATION

Staff recommends adoption of Resolution No. 22-24, Accepting the Bid and Awarding a Construction Contract for the Water Tower No. 2 Rehabilitation Project in the amount of \$1,188,857.80 to Classic Protective Coatings, Inc.

ATTACHMENTS

1. Resolutions 22-24
2. Bid Tabulation

**CITY OF LINO LAKES
RESOLUTION NO. 22-24**

**ACCEPTING BASE BID AND AWARDING A CONSTRUCTION CONTRACT
WATER TOWER NO. 2 REHABILITATION PROJECT**

WHEREAS, pursuant to an advertisement for bids for the construction of the Water Tower No. 2 Reconditioning Project, bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement; and

| CONTRACTOR | TOTAL BASE BID |
|-----------------------------------|---------------------------|
| Classic Protective Coatings, Inc. | \$1,188,857.80 |
| Viking Industrial Painting | \$1,428,600.00 |
| TMI Coatings, Inc. | \$1,637,000.00 |

WHEREAS, it appears that Classic Protective Coatings, Inc. is the lowest responsible bidder; and

WHEREAS, the City Council finds that it would be in the best interest of the city to proceed with Base Bid,

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

1. The Mayor and Clerk are hereby authorized and directed to enter into a contract with Classic Protective Coatings, Inc., in the amount of \$1,188,857.80 by the name of the City of Lino Lakes for the Base Bid construction of the Water Tower No. 2 Rehabilitation Project according to the plans and specifications approved by the City Council and on file in the office of the City Clerk.
2. The City Clerk is hereby authorized and directed to return forthwith to all bidder the Bid Bonds made with their bids, except that the deposits of the successful bidder and the next two lowest bidders shall be retained until a contract has been signed.

Adopted by the Council of the City of Lino Lakes this 14th day of February, 2022.

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

The following voted against same:

Rob Rafferty, Mayor

ATTEST:

Julianne Bartell, City Clerk

BID TABULATION SUMMARY

PROJECT:

Water Tower No. 2 Rehabilitation

OWNER:

City of Lino Lakes

WSB PROJECT NO.:

019414-000

Bids Opened: Tuesday, February 8, 2022, at 11:00 am

| Contractor | Bid Security (5%) | Total Bid |
|-------------------------------------|--------------------------|------------------|
| 1 Classic Protective Coatings, Inc. | X | \$1,188,857.80 |
| 2 Viking Industrial Painting | X | \$1,428,600.00 |
| 3 TMI Coatings, Inc. | X | \$1,637,000.00 |

I hereby certify that this is a true and correct tabulation of the bids as received on February 8, 2022.

Greg Johnson, PE Director of Water/Wastewater

 **Denotes corrected figure**

**CITY COUNCIL
AGENDA ITEM 6A**

STAFF ORIGINATOR: Katie Larsen, City Planner

MEETING DATE: February 14, 2022

TOPIC: NorthPointe 8th Addition and NorthPointe Garden Estates

- i. Consider Resolution No. 22-16 Approving PUD Final Plan/Final Plat
- ii. Consider Resolution No. 22-17 Approving Development Agreement

VOTE REQUIRED: 3/5

REVIEW DEADLINE:

| | |
|----------------------------------|-------------------|
| Complete Application Date: | December 16, 2021 |
| 60-Day Review Deadline: | February 14, 2022 |
| 60-Day Extension Deadline: | April 15, 2022 |
| Environmental Board Meeting: | January 4, 2022 |
| Park Board Meeting: | N/A |
| Planning & Zoning Board Meeting: | January 12, 2022 |
| City Council Work Session: | February 7, 2022 |
| City Council Meeting: | February 14, 2022 |

BACKGROUND

The applicant, Lino Lakes 72, LLC, is final platting a 4.5 acre parcel for the purpose of constructing a 72 unit, 55+ age restricted independent senior housing building called NorthPointe Garden Estates. It is important to note this is not an assisted-living or senior care facility. This is an age-restricted multi-family building for seniors. The name of the final plat is NorthPointe 8th Addition.

The Land Use Application is for the following:

- PUD Final Plan/Final Plat
 - Outlot A, NorthPointe 5th Addition to Lot 1, Block 1, NorthPointe 8th Addition
- Site & Building Plan Review
 - Independent senior housing building

This staff report is based on the following information:

- INH Project Description
- ALTA Survey prepared by Carlson McCain dated November 12, 2021
- Final Plat for NorthPointe 8th Addition prepared by Carlson McCain received December 13, 2021
- Civil Plan Set, Landscape Plan and Tree Preservation Plan prepared by Carlson McCain dated December 10, 2021
- Lighting Plan prepared by Luma Sales Associates dated December 9, 2021
- Architectural Plan Set prepared by Cole Group Architecture dated December 23, 2021
- Stormwater Management Plan prepared by Carlson McCain dated December 10, 2021
- Wetland Delineation Report prepared by Kjolhaug Environmental Services Company, Inc. dated September 8, 2021
- Traffic Analysis Memorandum prepared by S² Traffic Solutions dated December 13, 2021
- Traffic Noise Assessment prepared by David Braslau Associates, Inc. dated January 5, 2022

ANALYSIS

History

The subject site is legally described as Outlot A, NorthPointe 5th Addition and is part of the NorthPointe residential housing development. Per the 2014 Council Resolution No. 14-21 approving the entire NorthPointe PUD Development Stage Plan/Preliminary Plat, this outlot is required to be developed as an age restricted (55+) multiple family dwelling consistent with the regulations of the R-4, High Density Residential District with underground parking for 50% of the required stalls and at a density of 20 to 25 dwelling units per acre. Future development of this outlot shall require a PUD Final Plan/Final Plat, Development Contract and Site Plan Review. The Developer shall record against the outlot a declaration or other document stating these requirements.

Proposed Project

Per the Applicant's Project Description, the improvements will consist of a 3 story 72 unit building, constructed over a one story at-grade parking garage (with 1:1 stalls per unit), totaling a 4 story building. The project will be constructed out of wood framing with the use of varying pitched roofs to give architectural appeal to the area. The use of varying styles of stone/brick help the building meet the 33% material requirements, while giving an aesthetic feel to the façade. Varying siding and decorative elements make up the rest of the building design. Multiple amenity spaces are incorporated within the building enhancing the overall experience for the residents of this project. Featured amenities will include: On-site Management Office, Community Room, Fitness Center, Mail and Package Lockers, Woodshop, Game Room and Salon. A variety of floor plans will include One Bedroom, One Bedroom + Den, Two Bedroom and Two Bedroom + Den options for residents to select.

A tentative 15 month construction schedule is May/June 2022 start and August 2023 completion and occupancy.

Existing Site Conditions

Per the December 10, 2021 Stormwater Management Plan, the 4.5 acre site is bounded on the north by wetland, on the east by Interstate 35E, on the south by agricultural property, and on the west by Chestnut Street. The site was previously partially graded as part of the overall mass grading for the NorthPointe master plan of development. As part of the master plan of development, two wet sedimentation basins were constructed on or adjacent to the site to provide rate control and water quality treatment for the proposed site.

The NorthPointe residential development consists of 216 single family detached homes.

Zoning and Land Use

In 2014, the City Council adopted Ordinance No. 02-14 rezoning the entire NorthPointe development including this outlot from R, Rural to PUD, Planned Unit Development.

| | |
|-------------------------------|-------------------------------|
| Current Zoning | PUD, Planned Unit Development |
| Current Land Use | Vacant Residential |
| Future Land Use per CP | Medium Density Residential |
| Utility Staging Area | 1A=2018-2025 |

Density

Density calculations are based on the entire NorthPointe residential development. The following chart implements Met Council’s formula for calculating net density.

| | |
|---|--------------|
| Gross Area (acres) | 94.09 |
| Wetlands | (9.21) |
| Public Parks & Open Space | (5.28) |
| Arterial ROW | (0.26) |
| Other (Floodplain) | (3.14) |
| Other (Wetland Buffer-Conservation Easement Area) | (5.72) |
| Net Area (acres) | 70.48 |
| # of Units | 299 |
| Gross Density (units/acre) | 3.18 |
| Net Density (units/acre) | 4.24 |

The 299 housing units consists of the 215 existing NorthPointe single family homes, 1 existing house at 2162 Cedar Street, 11 future single homes and the proposed 72 unit independent senior building.

The NorthPointe residential development was approved in 2014 under the land use control of the 2030 Comprehensive Plan. The development was guided medium density residential and required 4.0 to 5.9 units per acre. The developer wanted to build single family detached homes and in order to meet density requirement, this outlot was created and reserved for the purpose of constructing a higher density, age restricted, multi-family building.

Under today’s 2040 Comprehensive Plan, the entire development is still guided medium density residential which requires 4.0 to 6.0 units per net acre.

The proposed net density of the entire development is 4.24 units per net acre which is consistent with the 2030 and 2040 Comprehensive Plan and NorthPointe PUD Development Stage Plan guided land use and density.

Surrounding Zoning and Land Use

| Direction | Zoning | Existing Land Use | Future 2040 Land Use |
|------------------|--|---|--|
| North | PUD, Planned Unit Development | NorthPointe Park | Park & Open Space |
| South | R, Rural | Agricultural | Low Density Residential |
| East | I-35E and R-1, Single Family Residential | Single Family Residential | Low Density Residential |
| West | PUD, Planned Unit Development | Open Space, Wetland & Single Family Residential | Open Space & Single Family Residential |

Subdivision Ordinance

Conformity with the Comprehensive Plan and Zoning Code

The PUD Final Plan/Final Plat is consistent with the comprehensive plan for medium density development & the NorthPointe PUD Development Stage Plan and preliminary plat. The development also conforms with the zoning code requirements for R-4, High Density Residential District as detailed below.

Blocks and Lots

The NorthPointe preliminary plat was approved in March 2014. The final plat for Outlot A, NorthPointe 5th Addition was approved in April 2017. This outlot is being re-platted for this project as Lot 1, Block 1, NorthPointe 8th Addition.

| Parcel | Acres | Purpose |
|----------------|--------------|-------------------------------------|
| Lot 1, Block 1 | 4.5 | Independent Senior Housing Building |

Streets and Alleys

No new streets are required for the independent senior housing building. Driveway ingress/egress will be from Chestnut Street, a local road. The existing temporary cul de sac will remain for emergency vehicle turnaround. This cul de sac will be removed in the future when Chestnut Street extends to the south.

No additional street right-of-way is required.

Easements

Standard drainage and utility easements at least 10 feet wide have been provided along the lot lines. A minimum 10 ft. wide drainage and utility easement is required above the delineated wetland and stormwater pond facility and is provided on the final plat.

A separate trail easement for the existing trail on the northwest end of the lot has been recorded.

Public Land Dedication

The City will collect a cash fee of \$227,520 in lieu of land dedication for NorthPointe 8th Addition. The independent senior housing building is within the NorthPointe park service area and no additional park land dedication is required.

| NorthPointe 8th Addition | |
|--|------------------|
| # Units = | 72 |
| Residential Park Dedication Fee = | \$3,160 |
| TOTAL = | \$227,520 |

Site and Building Plan Review

Site Plan

The applicant is proposing to construct a 3 story, 72 unit building, constructed over a one story at-grade parking garage (with 1:1 stalls per unit), totaling a 4 story building. The site plan includes a paved parking lot, detached garage, senior building, landscaped courtyard with fire pit and gazebo, dog park area, sidewalk connection to existing trail, wetland and stormwater pond open space. The building footprint is 36,677 sf.

The January 12, 2022 Planning & Zoning staff report details the projects compliance with zoning setbacks, building design criteria, height, lighting and parking requirements. Overall,

the proposed independent senior housing building meets ordinance and performance standard requirements unless otherwise noted.

Setbacks

The R-4, High Density Residential District zoning requirements apply to this project. The Site Plan Review Worksheet details setback requirements. The principal building 30 ft. setback is met along the Chestnut Street front lot line. The 20 ft. north and south side yard setbacks are also met.

Staff notes the detached garage is not allowed in the front yard along Chestnut Street and shall be omitted.

PUD Flexibility

The required building setback along an arterial street (I-35E) is 40 ft. The applicant is requesting PUD flexibility to reduce this setback from 40 ft. to 20 ft. to allow for the proposed building footprint and development of the courtyard amenities. The building will be 100-110 ft. from the pavement of the southbound lane of I-35E and 330 ft. from the nearest house in NorthPointe. Shifting the building east also provides additional separation from the NorthPointe single family detached homes.

Architectural Plans and Exterior Building Materials

Per City Code Section 1007.043(2), General Building and Use Provisions:

(c) *Multiple Family Apartments Construction Standards:*

1. The exterior of multiple family dwelling structures shall include a variation in building materials which are to be distributed throughout the building facades and coordinated into the architectural design of the structure to create an architecturally balanced appearance. In addition, multiple family dwelling structures shall comply with the following requirements:

a. A minimum of thirty-three (33) percent of the combined area of all building exterior walls of a structure shall have an exterior finish of brick, stucco, and/or natural or artificial stone.

b. For the purposes of this section, the area of the building facade shall not include area devoted to windows, entrance doors, garage doors, or roof areas.

Exterior materials consist of stone veneer, brick veneer, LP lap siding and asphalt shingles. The building includes decorative trim board, stone band, stone cap, 4” window trim, horizontal LP lap siding, vertical board and batten and decorative gable corbels. This variety of materials and accents provide visual interest, articulation and depth to the building. The color palette consists of greys (carbon, driftwood gray), black, white and browns (java and wood grain siding).

The building has 41% masonry stone and brick. The materials and percentages are compliant with performance standards.

Per City Code Section 1007.095 R-4, High Density Residential District:

- (1) *Height Regulation.* No building shall be erected or structurally altered to exceed forty-five (45) feet in height—or, for a multiple dwelling building, the greater of four (4) stories or forty-five (45) feet—except as allowed by §1007.043 (3).

The R-4 zoning district allows for 4 story multiple dwelling buildings. The proposed senior building is 4 stories (52 ft. measured to the roof midpoint) and is compliant with performance standards.

Trash/recycling enclosure and mechanical equipment are located inside the building in the garage level.

The building will be sprinkled for fire suppression.

The following chart is a summary of the bedroom and unit mix:

| # of Bedrooms | # of Units |
|-------------------------|------------|
| One bedroom = | 3 |
| One bedroom with den = | 10 |
| Two bedrooms = | 47 |
| Two bedrooms with den = | 12 |
| TOTAL = | 72 |

City Code Section 1007.095(5) states the minimum livable floor area for each multiple family dwelling unit shall be 700 sf plus 100 ft. additional square feet for each bedroom. This would require the one bedroom units to be a minimum 800 sf and the two bedroom units to be a minimum of 900 sf. Sheets A102-A104 provides a summary chart of the unit sizes ranging from 792 sf to 1,284 sf. The A.1 one bedroom units are less than 800 sf and shall be revised.

Outdoor Lighting

Per Section 1007.043(6)(d), no light source shall exceed 1.0 foot candle onto right of way or 0.4 foot candle onto adjacent property. The site photometric plan shows 5 light poles in the parking lot that are 25 ft. tall with downlit and cutoff light fixtures.

The foot candle measurements, light poles and fixtures meet ordinance requirements.

Off-Street Parking Requirements

Per City Code Section 1007.044(6),

- (d) *Elderly (Senior Citizen) Housing.* Reservation of area equal to one (1) parking space per unit. Initial development is, however, required of only one-half (1/2)

space per unit and said number of spaces can continue until such time as the City Council considers a need for additional parking spaces has been demonstrated.

In addition to the City ordinance, PUD Resolution No. 14-21 requires 50% of the parking stalls to be underground.

The 72 unit senior building requires 72 parking spaces with at least 36 underground. Sheet C3, Site Plan indicates 62 surface stalls, 2 handicap surface stalls and 72 interior (underground) for a total of 136 parking spaces. The 9 stall detached garage will be omitted.

Five (5) handicap parking stalls are required per ADA for parking facilities with 101-150 parking stalls. The proposed development has 2 handicap surface stalls and 2 handicap interior stalls for a total of four (4). It was directed at February 7, 2022 Council Work Session to provide more handicap surface parking stalls because this is a senior building. As part of the PUD, two (2) additional handicap surface parking stalls are required. This would bring the total to six (6) handicap parking stalls (4 surface + 2 interior).

Grading Plan and Stormwater Management

Per the Stormwater Management Plan prepared by Carlson McCain dated December 10 2021, the drainage boundary being considered is 113.810 acres, which includes all drainage from the overall NorthPointe development. Drainage areas affected by the proposed construction include the stormwater pond 300P located in the northern portion of the site, the stormwater pond 200P just outside the west-northwest property boundary (Pond 200P), Catchment 33S and 12S to Wetland 1P, which also receives stormwater from the outlets of Ponds 200P and 300P, and Catchment 11S to Ditch 3P, which is the receiving body for Wetland 1P. The proposed site will only affect drainage to these areas. The majority of the site flows to Ponds 200P and 300P. The remaining stormwater drains between Ponds 200P and 300P to Wetland 1P or to Ditch 3P. All stormwater, ultimately flows to Ditch 3P.

The proposed construction will maintain the drainage areas provided in the overall NorthPointe master development plan to the maximum extent possible. The proposed apartment lot will meet the overall stormwater treatment requirements from the MPCA Construction Stormwater Permit. Adequate water quality treatment and rate control is provided by the existing regional ponds, wetlands, and ditches. All storm sewers have been sized to accommodate a 10-year storm at a minimum. The proposed development will not have an adverse impact on the existing stormwater infrastructure originally planned for the development of the site.

The City Engineer and RCWD have reviewed the stormwater management plan.

Public Utilities

The new independent senior housing building will be municipally served by an 8" PVC sanitary sewer and an 8" DIP watermain located along Chestnut Street.

Tree Preservation and Mitigation Standards

Per the January 4, 2022 Environmental Board staff report:

The Tree Inventory identifies 55 trees of which 22 will be preserved and 33 will be removed. Of the 33 removals, 27 trees are in Basic Use Area and non-environmentally sensitive areas. These removals will not require mitigation trees.

The other 6 removals are in Basic Use Area and Natural Resource Protected Area. Three (3) of these trees are undesirable, due to being in poor condition or being an invasive species and do not require mitigation. The other 3 trees require mitigation at the rate of 1 mitigation tree per 2 trees removed, resulting in 2 mitigation trees being required for the project.

Mitigation trees have been credited through open space plantings. Preservation and mitigation standards have been met.

Open Areas Landscape Standards

Open area landscape standards call for 1 large tree and 3 large shrubs per 2000 sq. ft.

| | |
|---|---|
| 109,831 sq. ft. of open space requires: | 55 large trees |
| | 165 large shrubs |
| Provided: | 61 large trees or large tree equivalents |
| | 115 large shrubs or large shrub equivalents |

Open areas landscape standards have not been met. 50 additional shrubs will be needed in open space areas.

Buffer and Screen Standards

Buffer and/or screen will be required along the east lot line. The retaining wall will satisfy part of the requirements. Planting an additional 4 trees and 5 large shrubs will satisfy the requirements. Additional coniferous trees are required along the west lot line.

Buffers and screens as planned do not meet the requirements.

Canopy Cover

Canopy cover standards call for a minimum of 40% canopy coverage.

| | |
|------------------------------|----------------|
| Vehicular hardscape planned: | 37,779 sq. ft. |
| Canopy cover requirement: | 15,112 sq. ft. |
| Canopy cover provided: | 15,425 sq. ft. |

Canopy cover requirements have been met.

Foundation Landscaping

Two (2) large trees and 6 large shrubs are required per 100 linear feet of building abutting a public or private street. These plants should be within 30 feet of the building.

The foundation plantings required for the Chestnut Street southwest side:

| | | |
|-----------|--------------------------|----------------------------|
| Required: | 2 large trees | 7 large shrubs |
| Provided: | 4 large tree equivalents | 23 large shrub equivalents |

The foundation plantings required for the I-35E east side:

| | | |
|-----------|--------------------------|-----------------------------|
| Required: | 6 large trees | 19 large shrubs |
| Provided: | 2 large tree equivalents | 14 large shrubs equivalents |

Four (4) large trees and 5 large shrubs should be planted east of the retaining wall along the northeast section of building that runs parallel with the lot line.

The foundation landscape requirements have not been met for the east building face.

Sod and Ground Cover Standards

All areas not otherwise improved in accordance with the approved site plans shall have a minimum depth of 4 inches of topsoil and be sodded including boulevard areas. Seed may be provided in lieu of sod in certain cases, including when the area is adjacent to natural areas or wetlands.

The plan indicates sod in the common area in the center of the building, along the east and west building faces, and along the south edge of the parking lot and access road. Due to the area east of the retaining wall being higher in elevation, on sandy soil, and being quite exposed, a dry prairie mix should be better suited than the wet meadow mix proposed.

Boulevard Trees

Boulevard trees are required for multi-family developments at a rate of 1 tree per 70 linear feet. The front lot line along Chestnut Street is 173 lf which would require 2 boulevard trees. Five (5) boulevard trees are proposed and this requirement has been met.

Signage

Separate sign permit applications are required for all permanent monument and wall signs. Sign permit applications are required for all temporary signs as well.

Impervious Surface Coverage

The R-4 zoning district states the impervious surface of the property shall not exceed 65%. Plan Sheet C3, Site Plan notes 44% hard/impervious surface. Impervious surface requirements are met.

Traffic Study

A Traffic Impact Study was completed in November 2013 by Westwood Professional Services as part of the overall NorthPointe residential development and it included analysis for an 85

unit senior apartment. This report detailed compliance with City ordinance level of service requirements for the entire development.

A Traffic Analysis Memorandum was completed on December 13, 2021 by S² Traffic Solutions as an update to the 2013 study reflecting the proposed 72 unit senior building. The updated analysis takes into account the COVID-19 pandemic and applies a 1.4% growth factor.

Trip Generation

Based on Institute of Transportation Engineers (ITE) standards and traffic counts collected by Quality Counts on December 7, 2021, the 72 unit senior building is forecasted to generate approximately 233 daily trips with 15 peak hour AM trips (7:15-8:15am) and 18 peak hour PM trips (4:15-5:15pm).

| Land Use (Code) | Size | Daily | AM Peak Hour | | PM Peak Hour | |
|-------------------------------|----------|------------------|-----------------|----------|-----------------|---------|
| | | | Enter | Exit | Enter | Exit |
| Senior Attached Housing (252) | 72 Units | 233 Trips | 5 Trips | 10 Trips | 10 Trips | 8 Trips |
| TOTAL | | 233 Trips | 15 Trips | | 18 Trips | |

It is important to note that an age-restricted 55+ independent senior housing building will generate less trips than a multi-family housing building.

Existing Arterial and Collector Roadway AADT & Capacity

| Roadway | Functional Class | AADT ¹ (Year) | Daily Road Capacity |
|----------------------------------|------------------|--------------------------|---------------------|
| Main St (CSAH 14) | Minor Arterial | 16,500 (2018) | 32,000 |
| 20 th Ave S (CSAH 54) | Minor Arterial | 3,000-6,100 (2018) | 15,000 |
| Birch St (CSAH 34) | Major Collector | 3,150 (2018) | 15,000 |
| Ash St (CR J) | Minor Arterial | 10,500 (2014) | 15,000 |

¹Annual Average Daily Traffic

The AADT on the existing arterial and collector roadways are less than daily road capacity.

Level of Service

Level of Service (LOS) is used to describe the operating conditions and driver delay (measured in seconds) of an intersection. Operations are given letter designations from “A” (best operating conditions) to “F” (worst conditions).

City Code Section 1007.020, Site Plan Review and Section 1001.013(2)(c), Premature Subdivision establishes minimum Level Of Service (LOS) requirements. The ordinance states that if the LOS is A or B, the proposed subdivision shall not the degrade the LOS more than

one grade. If the LOS is C or D, it shall not degrade the LOS. Intersections with a LOS of E or F must be improved to ensure a LOS of D or better.

| Intersection | 2024 No-Build Overall LOS | | 2024 Build Overall LOS | |
|-------------------------------------|---------------------------|-----------|------------------------|-----------|
| | A.M. Peak | P.M. Peak | A.M. Peak | P.M. Peak |
| 20 th Ave S & Main St | C | C | C | C |
| 20 th Ave S & W Cedar St | A | A | A | A |
| 20 th Ave S & Red Oak Ln | A | A | A | A |
| 20 th Ave S & Birch St | A | A | A | A |
| 20 th Ave S & Ash St | B | B | B | C |

The proposed Level of Service does not degrade by more than one (1) LOS; therefore, the subdivision is not considered premature and the traffic generated by the senior building is within the capabilities of the City’s road system.

NorthPointe Road System

Red Oak Lane, Cypress Street and 21st Avenue South are minor collector roads within the NorthPointe residential development. Minor collector roads are designed and intended to handle 1,000-3,000 daily trips. Per the original 2013 NorthPointe Traffic Study, the entire NorthPointe residential development (single family homes and senior apartment) was projected to have 313 housing units and generate approximately 2,534 daily trips. This is well within the capacity of the entire NorthPointe road system. The actual housing unit count of 299 is less than the original 313.

In December 2019, a Traffic Impact Study completed for Nadeau Acres collected existing daily traffic counts on Red Oak Lane east of 20th Avenue S. at 1,000 ADT. The City also collected daily traffic counts in August 2021 on Red Oak Lane east of 20th Ave S. at 987 ADT. These trip counts are consistent and are low for a minor collector road.

Figure 6 of the 2021 Traffic Analysis completed for NorthPointe Garden Estates indicates 10 additional AM peak trips and 8 additional PM peak trips on Red Oak Lane. As noted, level of service is not impacted.

The 18 existing homes on Chestnut Street generate approximately 180 daily trips. The local road has capacity for 1,000 daily trips. Chestnut Street has capacity for an additional 233 daily trips generated by the senior housing building.

It should also be noted that Chestnut Street, 21st Avenue S., Cypress St. and Red Oak Lane all have sidewalks that provide safe pedestrian corridors in the area. A trail from Chestnut Street extends to NorthPointe Park.

Further, with future development of the property south of NorthPointe, Cypress Street and Chestnut Street will extend south and Birch Street will extend east providing additional ingress and egress roads to the development.

Conclusion

The traffic study results are similar and marginally better than predicted in the original analysis. The proposed development has appropriate access to the site and to the surrounding roadway network. The traffic operational analysis indicates there is available capacity on the roadways surrounding the site to accommodate site-generated traffic.

The roadway network has capacity for an additional 233 daily trips generated by the senior housing building.

Staff will re-evaluate resident concerns regarding current speeding and traffic issues on Red Oak Lane and Dogwood Court unrelated to the NorthPointe Garden Estates project.

Alternative Urban Areawide Review (AUAR)

The site is within the revised 2020 I-35E Corridor AUAR environmental review boundary. The project is consistent with Land Use Scenario 1 and 2 for medium density residential development. No further environmental review is required.

Wetlands

A wetland delineation report was completed by Kjolhaug Environmental Services on December 3, 2013 for the entire NorthPointe development. A WCA Notice of Decision (NOD) was issued by RCWD on April 11, 2014. The NOD is only valid for 5 years so a new wetland delineation report was completed by Kjolhaug on September 8, 2021 for the one (1) existing wetland on the senior housing building site. A new WCA NOD approving the wetland delineation was issued by RCWD on October 21, 2021.

One 0.085 acre wetland area was delineated on the south end the site. The wetland is a Type 3/2 (PEMC/A) shallow marsh and wet meadow wetland. The wetland area (0.085 acre) is slightly smaller than the original approved wetland area (0.12 acre).

No impacts to this wetland are proposed.

The wetland is part of the Wetland Management Corridor and a conservation easement currently exists over the wetland as part of the original NorthPointe development. The easement area may be amended to allow for design of the parking lot with approval from RCWD. The total area of the easement would remain the same.

A minimum 10 ft. wide drainage and utility easement is required and is provided above the delineated wetland.

Shoreland District

The site is not within a Shoreland District.

Floodplain

The 2015 FEMA floodplain map indicates Zone A floodplain along the west edge of the site. However, a Letter of Map Revision (LOMR) was obtained on December 21, 2016 for the entire NorthPointe development. The floodplain boundary was revised and is no longer on the site.

Noise Study

A Traffic Noise Assessment for NorthPointe Garden Estates was completed on January 5, 2022 by David Braslau Associates, Inc. The report evaluated I-35E noise compared to daytime and nighttime noise standards. Noise standards are met under the following conditions:

1. The building shall be constructed in such a way that the exterior to interior sound level attenuation is at least 30 dB(A).
2. All housing units shall provide year-round climate control.
3. STC 30 windows shall be used for all windows.
4. Per page 8 of the Traffic Noise Assessment, exterior wall construction shall consist of:
 - a. APA rated sheathing located on the exterior side of the exterior wall.
 - i. This material will be 7/16" thick and a wood fiber material.
 - b. Exterior wall shall be 2x6 studs with R-21 batt insulation.
 - c. The inside finish shall be 5/8" gypsum board.
 - d. Lap siding shall have a thickness of .354" and be of a wood fibrous material.
 - e. Trim around the windows shall have a thickness of .970" and be of a wood fibrous material.

Additional City and Government Agency Review Comments

MNDOT

MNDOT provided comments on January 26, 2022. They noted the need for possible noise mitigation and a drainage permit. Noise mitigation has been addressed with building construction materials as previously noted. The applicant shall apply for a drainage permit.

Public Safety Comments

The Fire Division reviewed the plans and notes the following:

1. An emergency vehicle access shall be provided to the north side of the building.
 - a. The developer could potentially upgrade the existing trail to provide emergency vehicle access.
2. An addition fire hydrant along the emergency vehicle access shall be added.
3. The elevator cars shall be large enough to accommodate ambulance stretchers.

The Police Division reviewed the plans and did not identify any public safety concerns that should be addressed.

Environmental Board

The Environmental Board reviewed the development proposal at their January 4, 2022 meeting. The Board recommended approval with minor revisions required.

Planning & Zoning Board

The Planning & Zoning Board reviewed the final plat and site plan on January 12, 2022. Some residents expressed concerns regarding possible traffic and noise impacts. The Board recommended approval with a 4-0 vote.

City Attorney

The City Attorney has reviewed the title commitment and final plat. The title commitment shall be updated and list Lino Lakes 72, LLC as the proposed insured party.

Rice Creek Watershed District (RCWD)

RCWD issued a CAPROC January 26, 2022.

Agreements

Stormwater Maintenance Agreement

A Declaration for Maintenance of Stormwater Facilities related to the private stormwater management facilities is required.

Development Agreement

A Development Agreement will be drafted by the City as it relates to the NorthPointe 8th Addition final plat.

Site Improvement Performance Agreement

A Site Improvement Performance Agreement may be required by the City as is relates to the NorthPointe Garden Estates development or the required securities may be collected with the Development Agreement.

Declaration of Covenants

As required by Resolution No. 14-21, the developer shall record against the property an age-restriction declaration. The applicant has submitted a declaration and it is under review by the City Attorney.

Comprehensive Plan

Resource Management System

The Resource Management System Plan goal of preserving surface water quality is supported by the construction of stormwater management BMP's such as curb, gutter, and stormwater pond.

Land Use Plan

The Comprehensive Plan guides this property for medium density residential. The proposed independent senior housing building is consistent with residential density land use.

Housing Plan

The goals and policies of Housing Plan are supported by the independent senior housing building.

Transportation Plan

Goals of the Transportation Plan are to ensure that street and roads are as safe as possible and to reduce unnecessary traffic. The arterial, collector and local roads have capacity to handle the traffic volume of the independent senior housing building. Sidewalks and trails are in place to provide safe pedestrian corridors.

Sanitary Sewer and Water Supply Plan

The new independent senior housing building will be municipally served by an 8" PVC sanitary sewer and an 8" DIP watermain located along Chestnut Street. The existing sanitary sewer and water supply system have capacity for the new development.

Findings of Fact

The Findings of Fact for NorthPointe 8th Addition and NorthPointe Garden Estates PUD Final Plan/Final Plat are detailed in Resolution No. 22-16.

RECOMMENDATION

Staff and Boards recommend approval of the PUD Final Plan/Final Plat and Development Agreement.

ATTACHMENTS

1. Resolution No. 22-16
2. Final Plat
3. Resolution No. 22-17
4. Development Agreement

**CITY OF LINO LAKES
RESOLUTION NO. 22-16**

**RESOLUTION APPROVING THE NORTHPOINTE 8TH ADDITION
PUD FINAL PLAN/FINAL PLAT**

WHEREAS, the City received a land use application for NorthPointe 8th Addition PUD Final Plan/Final Plat hereafter referred to as Development; and

WHEREAS, City staff has completed a review of the proposed Development based on the following plans and information:

- INH Project Description
- ALTA Survey prepared by Carlson McCain dated November 12, 2021
- Final Plat for NorthPointe 8th Addition prepared by Carlson McCain received December 13, 2021
- Civil Plan Set, Landscape Plan and Tree Preservation Plan prepared by Carlson McCain dated December 10, 2021
- Lighting Plan prepared by Luma Sales Associates dated December 9, 2021
- Architectural Plan Set prepared by Cole Group Architecture dated December 23, 2021
- Stormwater Management Plan prepared by Carlson McCain dated December 10, 2021
- Wetland Delineation Report prepared by Kjolhaug Environmental Services Company, Inc. dated September 8, 2021
- Traffic Analysis Memorandum prepared by S² Traffic Solutions dated December 13, 2021
- Traffic Noise Assessment prepared by David Braslau Associates, Inc. dated January 5, 2022; and

WHEREAS, the City Council approved the NorthPointe PUD Development Stage Plan/Preliminary Plat on March 10, 2014 with Resolution No. 14-21; and

WHEREAS, the Planning & Zoning Board reviewed and recommended approval of the Development on January 12, 2022; and

WHEREAS, the proposed Development is not considered premature and meets the performance standards of the subdivision and zoning ordinance; and

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

FINDINGS OF FACT

1. The final plat substantially conforms to the approved preliminary plat subject to the conditions listed below.
2. The City Attorney has reviewed the status of title/property ownership related to the final plat and provided comments as noted below.
3. A Development Agreement has been drafted and shall be executed.
4. Conditions attached to approval of the preliminary plat have been fulfilled or secured by the Development Agreement.
5. All fees, charges and escrow related to the preliminary or final plat have been paid in full.

BE IT FURTHER RESOLVED by the City Council of the City of Lino Lakes hereby approves NorthPointe 8th Addition PUD Final Plan/Final Plat subject to the following conditions:

1. The existing conservation easement and wetland buffer declaration may be amended with approval from RCWD.
2. A Development Agreement and securities related to the final plat are required.
3. A Site Performance Agreement and securities related to NorthPointe Garden Estates are required or securities shall be collected with the Development Agreement.
4. A Declaration for Maintenance of Stormwater Facilities related to the private stormwater management facilities is required.
5. A Declaration of Covenants detailing age-restriction is required.
6. A temporary cul-de-sac easement and exhibit are required over the cul-de-sac.
7. Separate sign permit applications are required for all permanent monument/pylon and wall signage.
8. Separate sign permit applications are required for all temporary signage.
9. PUD, Planned Unit Development flexibility is provided to reduce the principal and accessory building setback along I-35E from 40ft to 20ft.
10. All parking stalls (surface, interior garage and detached garage) shall be provided rent free to all tenants.
11. The following noise mitigation standards apply:
 - a. The building is constructed in such a way that the exterior to interior sound level attenuation is at least 30 dB(A).
 - b. All housing units shall provide year-round climate control.
 - c. STC 30 windows shall be used for all windows.
 - d. Exterior wall construction shall consist of the following or comparable materials:
 - i. APA rated sheathing located on the exterior side of the exterior wall.
 1. This material will be 7/16" thick and a wood fiber material.
 - ii. Exterior wall shall be 2x6 studs with R-21 batt insulation.
 - iii. The inside finish shall be 5/8" gypsum board.
 - iv. Lap siding shall have a thickness of .354" and be of a wood fibrous material.
 - v. Trim around the windows shall have a thickness of .970" and be of a wood fibrous material.

BE IT FURTHER RESOLVED by the City Council of the City of Lino Lakes hereby approves NorthPointe 8th Addition PUD Final Plan/Final Plat subject to the following items being addressed prior to release of the mylars or issuance of a building permit:

1. All comments from the City Engineer memo dated January 5, 2022 shall be addressed.
2. All comments from the Environmental Coordinator memo dated January 5, 2022 shall be addressed.
3. All comments from the Lino Lakes Fire Division shall be addressed:
 - a. An emergency vehicle access shall be provided to the north side of the building.
 - i. The developer could potentially upgrade the existing trail to provide emergency vehicle access.
 - ii. The developer shall consult with Deputy Director of Public Safety-Fire and City Engineer.
 - b. An addition fire hydrant along the emergency vehicle access shall be added.
 - c. The elevator cars shall be large enough to accommodate ambulance stretchers.
4. All comments from the MNDOT letter dated January 26, 2022 shall be addressed.
5. All comments from the City Attorney shall be addressed:
 - a. The title commitment shall be updated.
 - b. The title commitment shall list Lino Lakes 72, LLC as the proposed insured party.
6. The applicant shall draft a Declaration for Maintenance of Stormwater Facilities for the private stormwater maintenance facility.
7. The applicant shall draft a temporary cul-de-sac easement and exhibit for the cul-de-sac.
8. The applicant shall draft an amendment to the existing Conservation Easement and Wetland Buffer Declaration for City review and comment.
 - a. The documents shall include both RCWD and the City of Lino Lakes as parties.
 - b. The exhibit shall provide location of Protected Open Space Area monument signs.
9. All applicable plan sheets:
 - a. All plan sheets shall be dated.
 - b. The detached garage is not allowed in the front yard along Chestnut Street and shall be relocated or removed.
10. Sheet C3, Site Plan:
 - a. Setbacks shall be measured from balcony support beams on the north side of the building.
 - b. Two (2) additional handicap surface parking stalls shall be added.
 - c. The detached garage shall be omitted and replaced with landscaping, screen and buffer.
11. Sheet L1, Landscape Plan:
 - a. A landscape screen and buffer are required along the west, east and south lot lines.

12. Sheets A102-A104 Floor Plans:

- a. The A.1 one bedroom unit is less than 800sf and shall be revised.

13. Sheet A010, Site Plan:

- a. The parking calculations shall be revised to reflect City ordinance requirements.
- b. Setback lines
 - i. The front building setback line shall note 30ft.
 - ii. The “25 number note” on the north side near the detached garage shall point to the 20ft setback line.

Adopted by the Council of the City of Lino Lakes this 14th day of February, 2022.

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

The following voted against same:

Rob Rafferty, Mayor

ATTEST:

Julianne Bartell, City Clerk

NORTHPOINTE 8TH ADDITION

CITY OF LINO LAKES
COUNTY OF ANOKA
SEC. 25, TWP. 31, RGE. 22

KNOW ALL PERSONS BY THESE PRESENTS: That Lino Lakes 72, LLC, a Minnesota limited liability company, owner of the following described property:

Outlot A, NORTHPOINTE 5TH ADDITION, Anoka County, Minnesota

Has caused the same to be surveyed and platted as NORTHPOINTE 8TH ADDITION and does hereby dedicate to the public for public use the drainage and utility easements as shown on this plat.

In witness whereof said Lino Lakes 72, LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper officer this ____ day of _____, 20__.

LINO LAKES 72, LLC

James E. Illies, Chief Manager

STATE OF _____
COUNTY OF _____

This instrument was acknowledged before me on _____ by James E. Illies, Chief Manager of Lino Lakes 72, LLC, a Minnesota limited liability company, on behalf of the company.

(Signed)

(Printed)
Notary Public, _____
My commission expires _____

I Thomas R. Balluff do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this ____ day of _____, 20__.

Thomas R. Balluff, Licensed Land Surveyor
Minnesota License No. 40361

STATE OF _____
COUNTY OF _____

This instrument was acknowledged before me on _____ by Thomas R. Balluff.

(Signed)

(Printed)
Notary Public, _____
My commission expires _____

CITY COUNCIL, CITY OF LINO LAKES, MINNESOTA

This plat of NORTHPOINTE 8TH ADDITION was approved and accepted by the City Council of the City of Lino Lakes, Minnesota at a regular meeting thereof held this ____ day of _____, 20__, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

CITY COUNCIL, CITY OF LINO LAKES, MINNESOTA

By: _____, Mayor By: _____, Clerk

COUNTY SURVEYOR

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this ____ day of _____, 20__.

By: _____
David M. Ziegler
Anoka County Surveyor

COUNTY AUDITOR/TREASURER

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20__ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this ____ day of _____, 20__.

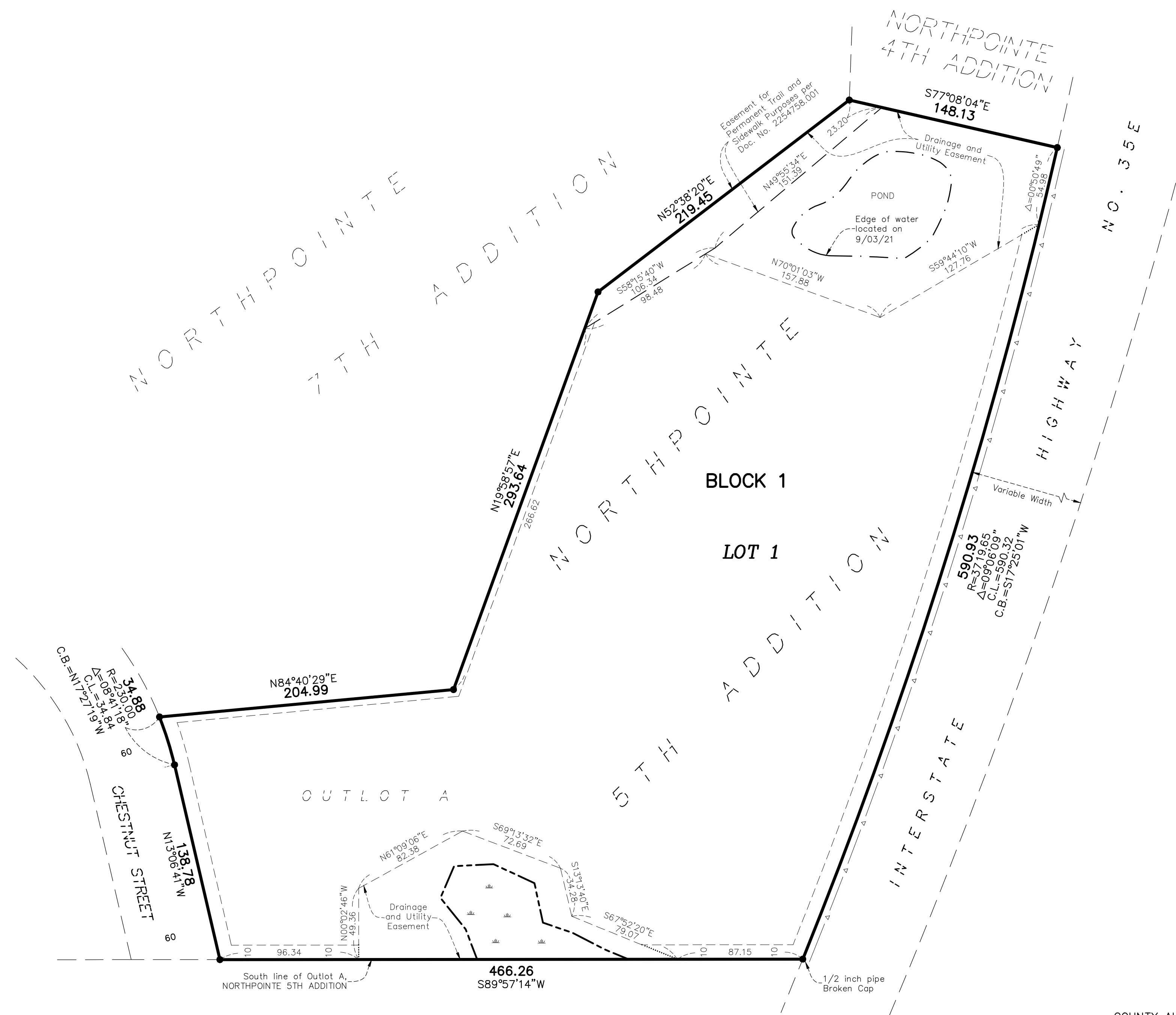
Property Tax Administrator
By: _____, Deputy

COUNTY RECORDER/REGISTRAR OF TITLES

County of Anoka, State of Minnesota

I hereby certify that this plat of NORTHPOINTE 8TH ADDITION was filed in the office of the County Recorder/Registrar of Titles for public record on this ____ day of _____, 20__, at ____ o'clock ____M. and was duly recorded as Document Number _____.

County Recorder/Registrar of Titles
By: _____, Deputy



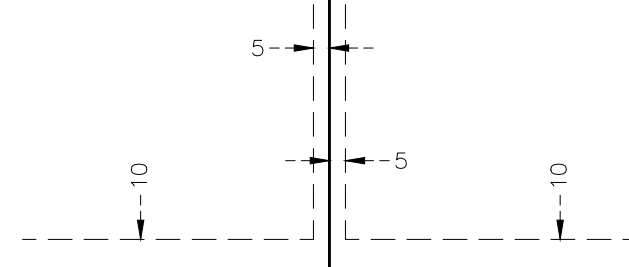
For the purposes of this plat, the South line of OUTLOT A, NORTHPOINTE 5TH ADDITION is assumed to have a bearing of South 89 degrees 57 minutes 14 seconds West.

● Denotes Found Iron Monument, marked with license number 40361 unless otherwise shown

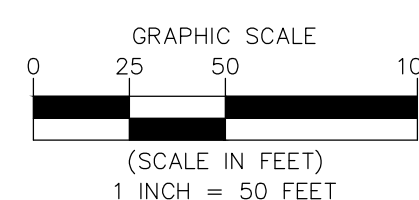
— Δ — Denotes Right of Access dedicated to the State of Minnesota per the plat of NORTHPOINTE

— — — — — Denotes Wetland location delineated by Kjolhaug Environmental Services in September of 2021

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



being 5 feet in width, and adjoining side lot lines, and 10 feet in width and adjoining right of way lines and rear lot lines unless otherwise shown on this plat.



**CITY OF LINO LAKES
RESOLUTION NO. 22-17**

**RESOLUTION APPROVING DEVELOPMENT AGREEMENT
FOR NORTHPOINTE 8TH ADDITION**

WHEREAS, the City Council approved the NorthPointe 8th Addition PUD Final Plan/Final Plat with Resolution No. 22-16 on February 14, 2022; and

WHEREAS, the City's subdivision ordinance and conditions of approval require the execution of a development agreement between the Developer and the City of Lino Lakes.

NOW, THEREFORE BE IT RESOLVED by The City Council of The City of Lino Lakes hereby approves the Development Agreement between Lino Lakes 72, LLC and the City of Lino Lakes for NorthPointe 8th Addition and authorizes the Mayor and City Clerk to execute such agreement on behalf of the City.

Adopted by the Council of the City of Lino Lakes this 14th day of February, 2022.

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

The following voted against same:

Rob Rafferty, Mayor

ATTEST:

Julianne Bartell, City Clerk

DEVELOPMENT AGREEMENT

and

PLANNED UNIT DEVELOPMENT AGREEMENT

NorthPointe 8th Addition

THIS AGREEMENT is made this ____ day of _____, 2022, by and between the City of Lino Lakes ("City"), a Minnesota municipal corporation, and Lino Lakes 72, LLC, a Minnesota limited liability company ("Developer").

1. **Subdivision.** Developer received preliminary plat approval from the City by Resolution No. 14-21 for a plat known as NorthPointe. The proposed NorthPointe 8th Addition ("Subdivision") is part of the original plat of NorthPointe. Unless otherwise stated, all terms and conditions of this Agreement relate to work within the Subdivision.
2. **Final Plat Approval.** The City's approval of the final plat of NorthPointe 8th Addition is contingent upon execution and delivery of this agreement, all required petitions, bonds, security, and other documents required by the City, and satisfaction of all conditions of approval required by Resolution No. 22-17. The Final Plat is attached hereto as Exhibit A.
3. **Developer Plans.**
 - a. The Subdivision shall be developed in accordance with the following Developer Plans, original copies of which are on file with the City Engineer. The Developer Plans may be prepared and revised after entering into this Agreement but must be approved by the City before commencement of any work. If the plans vary from the written terms of this Agreement, this Agreement shall control.
 - b. The Developer Plans as of the date of this Agreement are the NorthPointe Garden Estates plan set containing sheets C1-C9, L1-L4, and TP1, prepared by Carlson McCain, dated December 10, 2021.
4. **Permits.** The Developer shall be responsible for securing all site grading and development approvals and all other required permits from all appropriate Federal, State, Regional and Local jurisdictions prior to the commencement of site grading or construction and prior to the City awarding construction contracts for public improvements.
5. **Developer Improvements.** The Developer shall secure a contractor to install the improvements described in this paragraph, or otherwise required herein to be installed by Developer, hereinafter referred to as the "Developer Improvements," which contractor shall be approved by the City in its absolute and sole discretion. The

Developer Improvements shall be constructed per the City Standard Specifications for Construction 2022 current version.

The cost of Developer Improvements is as shown on Exhibit B attached hereto. All Developer Improvements shall require City inspection and approval and, where appropriate, the approval of any other governmental agency having jurisdiction. The Developer shall construct and install at the Developer's expense the following improvements according to the following terms and conditions:

a. Site Grading

- i. No grading shall commence until all requirements of the Rice Creek Watershed District (RCWD) have been satisfied.
- ii. All site grading shall be conducted in accordance with the grading plan as approved by the City and in accordance with NPDES and RCWD requirements. The Developer shall perform the work in accordance with a Storm Water Pollution Prevention Plan (SWPPP) pursuant to Minnesota Pollution Control Agency (MPCA) requirements.

b. Grading and Erosion Control

- i. The Developer shall grade the site to within 0.2 foot of the grades shown on the approved grading plan. No deviations will be allowed unless a revised plan is submitted and approved in writing by the City and all other regulatory agencies.
- ii. The street right-of-way, storm water storage ponds, and surface water drainage ways shall be graded prior to commencement of utility construction. Four inches of topsoil and a City approved seed mix shall be installed within disturbed areas, and seed mix information shall be provided to the City.
- iii. The Developer shall be responsible for ascertaining that site geotechnical and groundwater conditions are adequate and conforming with the grading and site improvement as proposed. The Developer shall provide testing from an approved testing company.
- iv. The Developer's engineer shall certify in writing, with an as-built survey, that all grading complies with the approved grading plan prior to issuance of any building permits.
- v. The Developer shall promptly clear dirt and debris within public rights-of-way and drainage and utility easements resulting from construction by the Developer, its purchasers, builders and contractors within five (5)

days after notification by the City. The Developer shall be responsible for all necessary street and storm sewer maintenance, including street sweeping, until all home construction is completed, unless otherwise released by the City. Warning signs shall be placed when hazards develop in streets to prevent the public from traveling on them, including detour signs if necessary. If and when the streets become impassable, such streets shall be barricaded and closed. The Developer shall maintain a smooth, hard driving surface and adequate drainage on all temporary streets.

- c. Final street and parking area grading, subbase, gravel base, concrete curb and gutter, and bituminous base course and wear course shall be furnished and installed.
- d. Sidewalks, trails and lighting shall be installed within 6 months of the bituminous base course. Extensions may be approved by the City Engineer, due to weather conditions, upon receipt of a written request in writing by the Developer to the City. In no case shall such extension extend beyond one year from the date of installation of bituminous base course.
- e. Storm sewers, when determined to be necessary by the City Engineer, including all necessary laterals, catch basins, inlets and other appurtenances, shall be furnished and installed.
- f. Sanitary sewer mains, laterals or extensions, including all necessary building services and other appurtenances, shall be furnished and installed.
- g. Water mains, laterals or extensions, including all necessary building services, hydrants, valves and other appurtenances, shall be furnished and installed.
- h. The Developer shall place iron monuments at all lot, block, and outlot corners and at all other angle points on boundary lines consistent with the final plat. Iron monuments shall be placed after all street and lawn grading has been completed in order to preserve the lot markers for future property owners. Lot corner irons on the back property line shall be installed so that the top of the iron corresponds to the finished ground elevation in accordance with the approved grading plan. Guard stakes shall be appropriately installed to mark these irons.
- i. Landscaping shall be furnished and installed in accordance with the approved plans. The landscaping shall be maintained by the Developer until accepted by the City's Environmental Coordinator.

Developer shall be responsible for vegetative restoration of ponding areas, outlots, wetland mitigation areas, and other native planting areas identified on the plans in accordance with City Standard Specifications for Construction. Developer shall provide a contract with a qualified firm for the establishment and maintenance of all open space / native plant areas. Said contract shall cover a minimum of the 3 year establishment period, from the date of planting.

- j. The Developer shall arrange for all gas, telecommunications, cable, internet, electric, and other necessary private utility services to the Subdivision in accordance with City Code and State law. The utilities are required to be located within a joint trench. Street light installations shall be initiated by the Developer with City Engineer approval. The Developer is solely responsible for the cost of private utility and internet installation.
 - k. The Developer shall install mailboxes in accordance with Federal and Postal Service regulations.
 - l. The Developer shall install wetland buffer signs per City standard detail plates prior to the issuance of building permits.
6. **Time of Performance.** The Developer shall install all required improvements enumerated in Paragraph 6 by June 30, 2023. The Developer may request a reasonable extension of time from the City. If the extension is granted, it shall be conditioned upon updating the security posted by the Developer to reflect cost increases and the extended completion date.
7. **City Improvements.** No City installed improvements are proposed to be constructed for this subdivision.
8. **Record Drawings.**
- a. Upon project completion, Developer shall submit record drawings, in electronic format, of all public and private infrastructure improvements, including grading, sanitary sewer, watermain, storm sewer facilities, and roads, constructed by Developer. The files shall be drawn in Anoka County NAD 83 Coordinate system and provided in both AutoCAD .dwg and Adobe .pdf file formats. The plans shall include accurate locations, dimensions, elevations, grades, slopes and all other pertinent information concerning the complete work.
 - b. The Developer shall submit certified compaction testing results for the site grading operations that certify that grading work meets pertinent compaction requirements for the project.

- c. A summary of the record plan attribute data for the storm sewer, watermain, and sanitary sewer structures and pipes shall be submitted in the form of an Excel Spreadsheet as provided by the City Engineer.
 - d. No securities will be fully released until all record drawings have been submitted and accepted by the City Engineer.
9. **Faithful Performance of Construction Contracts and Security.**
- a. The Developer will fully and faithfully comply with all terms and conditions of any and all contracts entered into by the Developer for the installation and construction of all Developer Improvements. Concurrent with the execution hereof by the Developer, the Developer will furnish to, and at all times thereafter maintain with the City, a cash deposit, certified check, or Irrevocable Letter of Credit, based on thirty-five (35%) percent of the total estimated cost of Developer's Improvements as determined by the City Engineer.
 - b. Irrevocable Letter of Credit. If an Irrevocable Letter of Credit is utilized, it shall be for the exclusive use and benefit of the City of Lino Lakes and shall state that it is issued to guarantee and assure performance by the Developer of all the terms and conditions of this Development Agreement and construction of all required improvements referenced therein in accordance with the ordinances and specifications of the City. The letter shall be in a form, and from a bank, as approved by the City. The City reserves the right to draw, in whole or in part, on any portion of the Irrevocable Letter of Credit for the purpose of guaranteeing the terms and conditions of this agreement. The Irrevocable Letter of Credit shall be automatically extended for additional periods of one year from present or future expiration dates on an annual basis, unless at least sixty (60) days prior to the expiration date, the Community Development Director and City Engineer, are notified by certified mail or overnight courier, that the Letter of Credit will not be extended.
 - c. Public Improvement Surety Agreement, not applicable
 - d. Reduction of Security. The Developer may request reduction of the Letter of Credit or cash deposit based on prepayment or the value of the completed improvements at the time of the requested reduction.
10. **Warranty.** The Developer warrants all utility work required to be performed by it against poor material and faulty workmanship for a period of two years after its completion and acceptance by the City. All new streets shall be warranted by the developer for a period of one year from the time the final inspection of the street is completed and accepted by the City Council. All trees, grass and sod shall be warranted to be alive, of good quality and disease free for 12 months after planting. Prior to final acceptance of the Developer

Improvements the City shall require a Surety Bond or Cash Escrow to cover the warranty provisions of this Agreement. The amount shall be 20 % of the original cost of construction identify in Schedule B.

11. **Dedication.** The Developer shall dedicate to the City, at no cost to the City, any permanent or temporary easements that may be necessary for the construction and installation of the Developer Improvements. All such easements required by the City shall be in writing, in recordable form, containing such terms and conditions as the City shall determine.
12. **Ownership of Improvements.** Upon completion and City acceptance of the work and construction required by this Agreement, the public improvements lying within public rights-of-way and easements shall become City property without further notice or action unless the improvements are to be deemed private infrastructure.
13. **Recording and Release.** The Developer agrees that the terms of this Development Agreement shall be a covenant on any and all property included in the Subdivision. The Developer agrees that the City shall have the right to record a copy of this Development Agreement with the Anoka County Recorder to give notice to future purchasers and owners. This shall be recorded against the Subdivision described on Page 1.
14. **Escrow for City's Costs.**
 - a. The Developer agrees to establish a non-interest bearing escrow account with the City in an amount determined by the City Administrator or their designee for the payment of all costs incurred by the City related to the development of the Subdivision including, but not limited to, the following (See Exhibit B for breakdown of costs):
 - i. Planning/ Review
 - ii. Administration - 3% of Developer [CITY] Improvement Costs
 - iii. City Engineering and Legal
 - iv. Street lighting installation (by utility company, developer to initiate)
 - v. Traffic signing improvements – Installed by the Developer
 - vi. Boulevard tree planting– Installed by the Developer
 - vii. Street, storm sewer and pond maintenance

viii. Property Taxes. Should the recording of the Final Plat occur after July 1st, any and all property taxes on any public property dedicated as a part of this plat shall be the responsibility of the Developer.

b. If the above escrow amounts are insufficient, the Developer shall make such additional deposits as required by the City. The City shall have a right to reimburse itself from the Escrow with suitable documentation supporting the charges.

15. **Developer Fees.** At the time of execution of this Agreement, the Developer shall pay the following fees related to the development of the Subdivision (See Exhibit B for breakdown of costs):

a. Park Dedication

The Park Dedication Fee for this site is calculated as follows:

$$72 \text{ units} \times \$3,160 \text{ per unit} = \$227,520.00$$

b. The Developer shall pay 15 months of maintenance and energy costs for street lights installed within the Subject Property at the rate of \$8/month/light. Not Applicable.

c. GIS Mapping Fees

d. Trunk Sewer Connection Fees

The City established trunk utility connection fees to uniformly distribute the costs of public trunk sanitary sewer infrastructure. The Trunk Utility Connection Fee consists of two components; a Trunk Charge and an Availability Charge.

Trunk Charge

The trunk charge shall be paid at the time of subdivision approval or at the time of hook-up, whichever is first. Residential trunk charges are based on one unit per dwelling unit AND/OR Commercial/Industrial/Institutional (CII) trunk charges are based on a factor of 2.92 units per acre.

Sanitary Sewer

\$1,630.00 Per Unit

Availability Charge

For residential properties, the availability charge shall be paid at the time of subdivision approval or at the time of hook-up, whichever is first. AND /OR

Commercial/Industrial/Institutional availability charges shall be paid at the time of building permit. Fees are based on the number of sanitary access charge (SAC) units assigned by Metropolitan Council Environmental Services (MCES). Residential uses shall be assigned one unit per dwelling unit unless otherwise noted by MCES.

| | |
|-------------------|-------------------------|
| City Sewer (CSAC) | \$1,525.00 Per SAC Unit |
|-------------------|-------------------------|

Trunk sewer unit charges addressed under this paragraph are in addition to any SAC charges imposed by Metropolitan Council Environmental Services. An estimate of the total charge and the trunk utility credit for developer installed trunk oversizing is specified in Exhibit B.

e. Trunk Water Connection Fees

The City established trunk utility connection fees to uniformly distribute the costs of public trunk water infrastructure. The Trunk Utility Connection Fee consists of two components; a Trunk Charge and an Availability Charge.

Trunk Charge

The trunk charge shall be paid at the time of subdivision approval or at the time of hook-up, whichever is first. Residential trunk charges are based on one unit per dwelling unit. AND /OR Commercial/Industrial/Institutional (CII) trunk charges are based on a factor of 2.92 units per acre.

| | |
|-------|---------------------|
| Water | \$2,341.00 Per Unit |
|-------|---------------------|

Availability Charge

For residential properties, the availability charge shall be paid at the time of subdivision approval or at the time of hook-up, whichever is first. AND /OR Commercial/Industrial/Institutional availability charges shall be paid at the time of building permit. Fees are based on the number of sanitary access charge (SAC) units assigned by Metropolitan Council Environmental Services (MCES). Residential uses shall be assigned one unit per dwelling unit unless otherwise noted by MCES.

| | |
|-------------------|-------------------------|
| City Water (CWAC) | \$1,473.00 Per SAC Unit |
|-------------------|-------------------------|

An estimate of the total charge and the trunk utility credit for developer installed trunk oversizing is specified in Exhibit B.

f. Surface Water Management Area Charges

The City established a trunk area charge to uniformly distribute the costs of public trunk surface water infrastructure and water quality improvements. The Surface Water Management Charge shall be based on developable acreage, in the amount specified in Exhibit B. The charge shall be paid at the time of subdivision approval.

16. Assessment of Charges and Waiver of Rights.

- a. In consideration of the construction of City Improvements listed in Section 7 and /or provision of sewer, water and storm water services, the Developer agrees that the costs of City Improvements together with Trunk Sewer Unit Charge, Trunk Water Unit Charge and the Surface Water Management Area Charge (collectively, "the Charges") may be assessed against the Subdivision parcels. The Developer hereby waives any and all procedural and substantive objections to the special assessments, including notice and hearing requirements, any claim that the assessments exceed the benefit to the properties, and any right to appeal.
- b. Unless the Developer pays the entire balance owed for the Charges contemporaneously with the execution of this Agreement, the Developer shall provide to the City a cash escrow or irrevocable letter of credit in an amount equal to 35% of the total assessments for the Charges as estimated by the City Engineer (see Exhibit B). The letter of credit shall be in a form, and from a bank, as approved by the City. The letter of credit or cash escrow may be used by the City upon default by Developer in the payment of special assessments. The cash escrow or letter of credit shall remain in place throughout the term of the special assessments. The letter of credit may not be terminated without the City's written consent.
- c. Developer, its heirs, successors or assigns, agrees that within 30 days after the date of sale of a lot, the Developer, its heirs, successors or assigns, at its own cost and expense, shall pay the entire unpaid charges assessed or to be assessed under this Agreement against such property.
- d. If a certificate of occupancy is issued before the special assessments have been levied, the Developer, its heirs, successors or assigns shall pay the City the sum of cash equal to 120% of the Engineer's estimate of the special assessments for such Charges that would be levied against the property. Upon such payment the City shall issue a certificate showing the assessments are paid in full.

Notwithstanding the issuance of said certificate, the Developer shall be liable to the City for any deficiency and the City shall pay the Developer any surplus arising from the payment based upon such estimate.

- e. Acceleration of Special Assessments upon Default. In the event the Developer violates any of the covenants, conditions or agreements herein, violates any ordinance, rule or regulation of the City, County of Anoka, State of Minnesota or other governmental entity having jurisdiction over the plat or development, or fails to pay when due any installment of any special assessment levied pursuant to this agreement, or any interest thereon, the City at its option, in addition to its rights and remedies hereunder, after 10 days written notice to the Developer, may declare all of the unpaid special assessments which are then estimated or levied pursuant to this agreement due and payable in full, with interest. The City may seek recovery of such special assessments due and payable from the security provided herein. In the event that such security is insufficient to pay the outstanding amount of such special assessments plus accrued interest the City may certify such outstanding special assessments in full to the County Auditor pursuant to Minnesota Statutes section 429.061, subdivision 3, for collection the following year. The City, at its option, may commence legal action against the Developer to collect the entire unpaid balance of the special assessments then estimated or levied pursuant hereto, with interest, including reasonable attorney's fees, and Developer shall be liable for such special assessments and, if more than one, such liability shall be joint and several. In addition to any other rights and remedies upon Developer's default, the City may refuse to issue building permits and/or Certificates of Occupancy for any property within the Subdivision until such time as such default has been corrected to the satisfaction of the City. The Developer agrees to reimburse the City for all costs incurred by the City in the enforcement of this agreement, or any portion thereof, including court costs and reasonable engineering and attorneys' fees, if the City prevails in any enforcement action.

17. **Building Permits.** No building permits shall be issued until:

- a. Site grading, certified compaction testing and approved by the City.
- b. Execution of this agreement and receipt of all securities required herein, and review and approval of building permit application by the Building Official.

18. **Special Provisions.** Not applicable.

19. **Hours of Construction Activity.**

All construction activity shall be limited to the hours as follows:

Monday through Friday 7:00 a.m. to 7:00 p.m.

| | |
|---------------------|--------------------------|
| Saturday | 9:00 a.m. to 5:00 p.m. |
| Sunday and Holidays | No working hours allowed |

20. **Insurance.** Developer or its general contractor shall take out and maintain until one year after the City accepted the Developer Improvements, public liability and property damage insurance covering personal injury, including death, and claims for property damage which may arise out of the Developer's or general contractor's work, as the case may be, or the work of its subcontractors or by one directly or indirectly employed by any of them. Limits for bodily injury and death shall be not less than Five Hundred Thousand and no/100 (\$500,000.00) Dollars for one person and Two Million and no/100 (\$2,000,000.00) Dollars for each occurrence; limits for property damage shall be not less than One Million and no/100 (\$1,000,000.00) Dollars for each occurrence; or a combination single limit policy of Two Million and no/100 (\$2,000,000.00) Dollars or more. The City, its employees, its agents and assigns shall be named as an additional insured on the policy, and the Developer or its general contractor shall file with the City a certificate evidencing coverage prior to the City signing the plat. The certificate shall provide that the City must be given ten days advance written notice of the cancellation of the insurance. The certificate may not contain any disclaimer for failure to give the required notice.
21. **Developer's Default.** In the event of default by the Developer as to any of the work to be performed by it hereunder, the City may, at its option, perform the work and the Developer shall promptly reimburse the City for any expense incurred by the City, including but not limited to attorney and engineering fees, provided the Developer is first given notice of the work in default, not less than 48 hours in advance. This Agreement is a license for the City to act, and it shall not be necessary for the City to seek a court order for permission to enter the land. When the City does any such work, the City may, in addition to its other remedies, levy the cost in whole or in part as a special assessment against the Subject Property. Developer waives its rights to notice of hearing and hearing on such assessments and its right to appeal such assessments pursuant to Minnesota Statutes, chapter 429.
22. **General.**
- a. Binding Effect
- The terms and provisions hereof shall be binding upon and inure to the benefit of the heirs, representatives, successors and assigns of the parties hereto and shall be binding upon all future owners of all or any part of the Subdivision and shall be deemed covenants running with the land, unless otherwise released pursuant to section 14 of this Agreement.
- b. Validity.

If a portion, section, subsection, sentence, clause, paragraph or phrase in this agreement is for any reason held to be invalid by a court of competent jurisdiction, such decision shall not affect or void any of the other provisions of the Development Agreement.

c. Notices

Whenever in this Agreement it shall be required or permitted that notice or demand be given or served by either party to this Agreement to or on the other party, such notice or demand shall be delivered personally, or mailed by United States mail to the addresses below, or sent by email to the email address below. Such notice or demand shall be deemed timely given when delivered personally or when deposited in the mail in accordance with the above or when emailed. The addresses of the parties are as set forth until changed by notice given as above.

James Illies, VP
INH Property Management, Inc.
175 7th Avenue South
Waite Park, MN 56387
jimjr@inhproperties.com

Community Development Director
City of Lino Lakes
600 Town Center Parkway
Lino Lakes, MN 55014
mgrochala@linolakes.us

23. **Land Use Controls - Planned Unit Development.**

NorthPointe, which includes the Subdivision, is a Planned Unit Development (PUD) as approved by the City Council by Ordinance No. 02-14 and Resolution No. 14-21.

- a. The existing conservation easement and wetland buffer declaration may be amended with approval from RCWD.
- b. A Development Agreement and securities related to the final plat are required.
- c. A Declaration for Maintenance of Stormwater Facilities related to the private stormwater management facilities is required.
- d. A temporary cul-de-sac easement and exhibit are required over the cul-de-sac.
- e. Separate sign permit applications are required for all permanent monument/pylon and wall signage.

- f. Separate sign permit applications are required for all temporary signage.
- g. Planned Unit Development, PUD flexibility is provided to reduce the principal and accessory building setback along I-35E from 40ft to 20ft.
- h. All parking stalls (surface, interior garage and detached garage) shall be provided rent free to all tenants.
- i. The following noise mitigation standards apply:
 - i. The building is constructed in such a way that the exterior to interior sound level attenuation is at least 30 dB(A).
 - ii. All housing units shall provide year-round climate control.
 - iii. STC 30 windows shall be used for all windows.
 - iv. Exterior wall construction shall consist of:
 - 1. APA rated sheathing located on the exterior side of the exterior wall. This material will be 7/16" thick and a wood fiber material.
 - 2. Exterior wall shall be 2x6 studs with R-21 batt insulation.
 - 3. The inside finish shall be 5/8" gypsum board.
 - 4. Lap siding shall have a thickness of .354" and be of a wood fibrous material.
 - 5. Trim around the windows shall have a thickness of .970" and be of a wood fibrous material.

IN WITNESS WHEREOF, the City and the Developer have caused this Development Agreement to be executed in their respective corporate names by their duly authorized officers, all as of the date and year first written above.

CITY OF LINO LAKES

By _____
Mayor

ATTEST

By _____
City Clerk

STATE OF MINNESOTA)
) SS
COUNTY OF ANOKA)

This instrument was acknowledged before me on _____ day of _____, 2022,
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 _____, 2022,
by Julianne Bartell as City Clerk of the City of Lino Lakes on behalf of said City.

Notary Public

THIS PAGE INTENTIONALLY LEFT BLANK

Execution page of the Developer to the Development Agreement, dated as of the date and year first written above.

DEVELOPER

By _____

Its _____

STATE OF MINNESOTA)
) SS
COUNTY OF _____)

On this _____ day of _____, 2022, before me, a Notary Public within and for said County, personally appeared _____, _____ of _____ (Developer), who executed the foregoing instrument.

Notary Public

This instrument was drafted by:

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

CONSENT AND SUBORDINATION

_____, the holder of a mortgage dated _____, filed for record with the County Recorder, Anoka County, Minnesota, on _____, as Document No. _____, hereby consents to the recording of this Development Agreement and agrees that its rights in the property affected by the Development Agreement shall be subordinated thereto.

IN WITNESS WHEREOF, _____, has caused this Consent and Subordination to be executed this ____ day of _____, 2022.

By:
Its:

STATE OF MINNESOTA)
) SS
COUNTY OF _____)

On this _____ day of _____, 2022, before me, a Notary Public within and for said County, personally appeared _____, who executed the foregoing instrument.

Notary Public

EXHIBIT A

Final Plat

NORTHPOINTE 8TH ADDITION

CITY OF LINO LAKES
COUNTY OF ANOKA
SEC. 25, TWP. 31, RGE. 22

KNOW ALL PERSONS BY THESE PRESENTS: That Lino Lakes 72, LLC, a Minnesota limited liability company, owner of the following described property:

Outlot A, NORTHPOINTE 5TH ADDITION, Anoka County, Minnesota

Has caused the same to be surveyed and platted as NORTHPOINTE 8TH ADDITION and does hereby dedicate to the public for public use the drainage and utility easements as shown on this plat.

In witness whereof said Lino Lakes 72, LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper officer this ____ day of _____, 20__.

LINO LAKES 72, LLC

James E. Illies, Chief Manager

STATE OF _____
COUNTY OF _____

This instrument was acknowledged before me on _____ by James E. Illies, Chief Manager of Lino Lakes 72, LLC, a Minnesota limited liability company, on behalf of the company.

(Signed)

(Printed)
Notary Public, _____
My commission expires _____

I Thomas R. Balluff do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this ____ day of _____, 20__.

Thomas R. Balluff, Licensed Land Surveyor
Minnesota License No. 40361

STATE OF _____
COUNTY OF _____

This instrument was acknowledged before me on _____ by Thomas R. Balluff.

(Signed)

(Printed)
Notary Public, _____
My commission expires _____

CITY COUNCIL, CITY OF LINO LAKES, MINNESOTA

This plat of NORTHPOINTE 8TH ADDITION was approved and accepted by the City Council of the City of Lino Lakes, Minnesota at a regular meeting thereof held this ____ day of _____, 20__, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

CITY COUNCIL, CITY OF LINO LAKES, MINNESOTA

By: _____, Mayor By: _____, Clerk

COUNTY SURVEYOR

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this ____ day of _____, 20__.

By: _____
David M. Ziegler
Anoka County Surveyor

COUNTY AUDITOR/TREASURER

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20__ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this ____ day of _____, 20__.

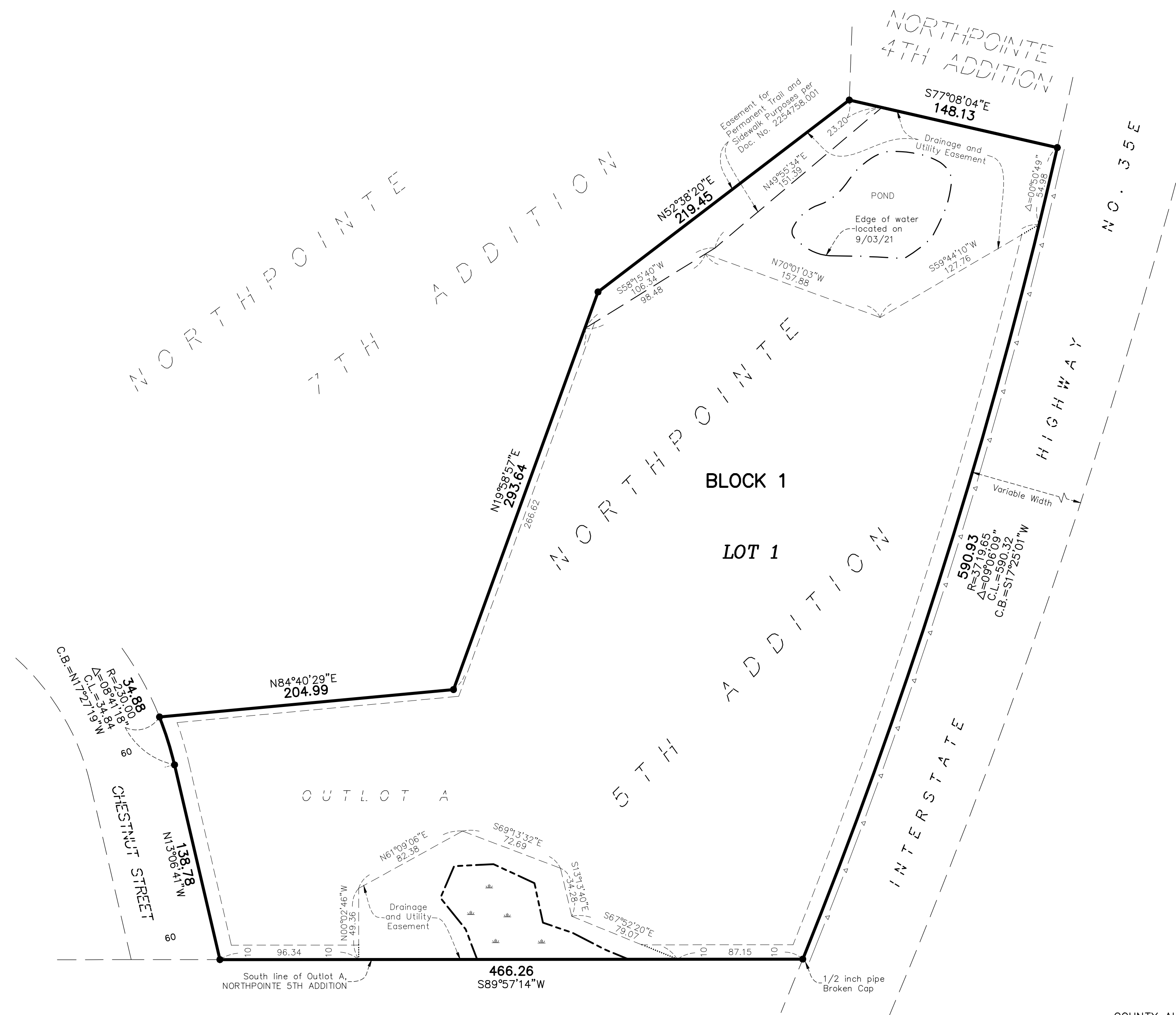
Property Tax Administrator
By: _____, Deputy

COUNTY RECORDER/REGISTRAR OF TITLES

County of Anoka, State of Minnesota

I hereby certify that this plat of NORTHPOINTE 8TH ADDITION was filed in the office of the County Recorder/Registrar of Titles for public record on this ____ day of _____, 20__, at ____ o'clock ____M. and was duly recorded as Document Number _____.

County Recorder/Registrar of Titles
By: _____, Deputy



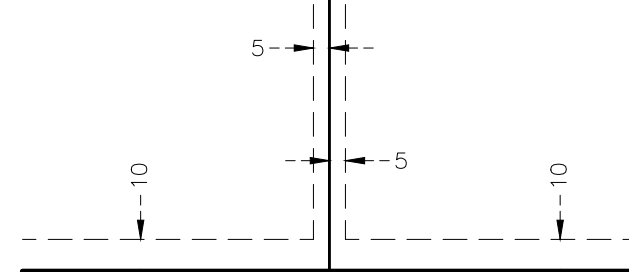
For the purposes of this plat, the South line of OUTLOT A, NORTHPOINTE 5TH ADDITION is assumed to have a bearing of South 89 degrees 57 minutes 14 seconds West.

● Denotes Found Iron Monument, marked with license number 40361 unless otherwise shown

— Δ — Denotes Right of Access dedicated to the State of Minnesota per the plat of NORTHPOINTE

— — — — — Denotes Wetland location delineated by Kjolhaug Environmental Services in September of 2021

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



being 5 feet in width, and adjoining side lot lines, and 10 feet in width and adjoining right of way lines and rear lot lines unless otherwise shown on this plat.

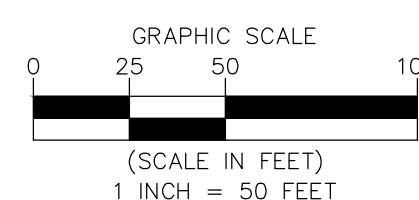


EXHIBIT B

Securities, Escrows & Fees

EXHIBIT B
Securities, Escrows & Fees

| | | |
|--|----------------------|-----|
| PROJECT: NorthPointe 8th Addition | NUMBER OF REU's: | 72 |
| APPLICANT: INH Property Management, Inc. | NO. OF LOT FRONTAGES | 0 |
| | AREA (ACRES): | 4.5 |

| IMPROVEMENTS | COST |
|--|-------------|
| <u>DEVELOPER IMPROVEMENT COSTS (Private)</u> | |
| SITE GRADING | \$231,550 |
| EROSION CONTROL | \$8,800 |
| LANDSCAPING | \$94,835 |
| PARKING LOT | \$189,600 |
| STORM SEWER CONST. | \$95,439 |
| SANITARY SEWER CONST. | \$21,585 |
| WATERMAIN CONST. | \$35,925 |
| LIGHTING | \$20,000 |
| Total | \$697,734 |
| Letter of Credit Amount X 35% | \$244,207 |

| | |
|---|----------|
| <u>ESCROW for CITY'S COSTS</u> | |
| PLANNING/ REVIEW | \$1,500 |
| ADMINISTRATION | \$20,940 |
| ENGINEER PLAN REVIEW | \$2,500 |
| ENGINEER CONSTRUCTION SERVICES | \$13,955 |
| PROJECT FINAL DOCUMENTS & CITY ENGINEER | \$5,500 |
| STREET LIGHT INSTALLATION | \$0 |
| STREET & STORMWATER MAINTENANCE | \$1,500 |
| PROPERTY TAXES | \$0 |
| TRAFFIC AND SIGNING IMPROVEMENTS | \$0 |
| BOULEVARD TREE PLANTING | \$0 |
| Total | \$45,895 |

| | |
|------------------------------|-----------|
| <u>DEVELOPMENT FEES</u> | |
| PARK DEDICATION | \$227,520 |
| PARK DEDICATION CREDIT | \$0 |
| Subtotal Park Dedication Fee | \$227,520 |
| AUAR | \$0 |
| GIS MAPPING FEE | \$6,480 |
| STREET LIGHTING OPERATION | \$0 |
| Total | \$234,000 |

| | |
|----------------------------------|-----------|
| TRUNK SANITARY SEWER | |
| TRUNK CHARGE PER (ACRE OR UNIT) | \$117,360 |
| AVAILABILITY CHARGE PER SAC UNIT | \$109,800 |
| TRUNK SANITARY SEWER CREDIT | \$0 |
| TRUNK WATERMAIN | |
| TRUNK CHARGE PER (ACRE OR UNIT) | \$168,552 |
| AVAILABILITY CHARGE PER SAC UNIT | \$106,056 |
| TRUNK WATERMAIN CREDIT | \$0 |
| TOTAL TRUNK SEWER & WATER FEES | \$501,768 |

| | |
|-------------------------------------|-----------|
| SURFACE WATER MANAGEMENT | |
| SURFACE WATER MANAGEMENT CREDIT | \$44,987 |
| TOTAL SURFACE WATER MANAGEMENT FEES | \$0 |
| Total | \$546,755 |

| | |
|---|-----------|
| <u>SUMMARY OF SECURITIES, ESCROW & FEES</u> | |
| SECURITY: DEVELOPER IMP'MENT COSTS | \$244,207 |
| ESCROW FOR CITY COSTS | \$45,895 |
| DEVELOPMENT FEES | \$234,000 |
| SECURITY CASH: TRUNK FEES | \$546,755 |

**CITY COUNCIL
AGENDA ITEM 6B**

STAFF ORIGINATOR: Diane Hankee PE, City Engineer

MEETING DATE: February 14, 2022

TOPIC: 2022 Street Rehabilitation Project

- i. Consider Resolution No. 22-20, Accepting bids, Awarding a Construction Contract
- ii. Consider Resolution No. 22-21, Approving Construction Services Contract with WSB & Associates

VOTE REQUIRED: 3/5

INTRODUCTION

Staff is requesting Council's consideration to accept bids, award a construction contract, and approve a construction services contract for the 2022 Street Rehabilitation Project.

BACKGROUND

On December 13, 2021, the City Council ordered the project and authorized the advertisement for bid for the 2022 Street Rehabilitation Project. The proposed 2022 Street Rehabilitation Project includes:

Base Bid:

Mill and overlay, spot curb and gutter and storm sewer repairs, water system repairs:

- West Shadow Lake Drive from Birch Street to Fox Road
- Fox Road from West Shadow Lake Drive to the cul-de-sac
- Fox Circle from Fox Road to the cul-de-sac
- White Owl Drive from Fox Road to West Shadow Lake Drive
- River Birch Place from West Shadow Lake Drive to the cul-de-sac
- Ironwood Circle from West Shadow Lake Drive to the cul-de-sac
- Hickory Place from West Shadow Lake Drive to the cul-de-sac
- Painted Turtle Road from West Shadow Lake Drive to Hawthorn Road
- Hawthorn Road from Ware Road to Painted Turtle Road

The project included two alternative bids, in the event bid prices permitted additional work within budget:

Alternate No. 1 - Bituminous Overlay Rondeau Lake Road W and 81st Street W

Alternate No. 2 - Bituminous Overlay Rondeau Lake Road E

Bids were received on Tuesday, February 8, 2022. A total of 7 bids were received and are summarized below:

| CONTRACTOR | TOTAL BASE BID | TOTAL BASE BID + ALT 1 | TOTAL BASE BID + ALT 2 | TOTAL (BASE BID + ALT 1 + ALT 2) |
|---------------------------|---------------------------|---------------------------------------|---------------------------------------|---|
| T.A. Schifsky & Sons, Inc | \$762,425.39 | \$211,188.50 | \$239,490.50 | \$1,213,104.39 |
| Valley Paving, Inc. | \$770,310.18 | \$213,007.57 | \$239,767.15 | \$1,223,084.90 |
| Meyer Contracting, Inc. | \$791,821.85 | \$220,512.68 | \$230,785.31 | \$1,243,119.84 |
| Northwest Asphalt | \$815,891.84 | \$242,190.76 | \$264,462.12 | \$1,322,544.72 |
| Bituminous Roadways, Inc. | \$826,662.75 | \$197,379.00 | \$221,614.00 | \$1,245,655.75 |
| North Valley, Inc. | \$842,791.51 | \$196,520.35 | \$221,577.59 | \$1,260,899.45 |
| Park Construction Co. | \$887,593.40 | \$226,448.60 | \$250,869.60 | \$1,364,911.60 |

The low bid was submitted by T.A. Schifsky & Sons, Inc. in the amount of \$1,213,104.39 for the base bid and the bid alternates. Alternates 1 & 2, in the amounts of \$211,188.50 and \$239,490.50 respectively, are under the available budget and are being recommended for award.

The total estimated project cost for the 2022 Street Rehabilitation Project, including soft costs and contingencies, is \$1,400,000. The project will be funded through Pavement Management funds, State Aid funds, and the Water Operating fund.

The completion date for this project is October 31, 2022.

WSB and Associates has submitted a proposal to complete the construction services for the 2022 Street Rehabilitation Project in the amount of \$62,000.

RECOMMENDATION

Staff recommends adoption of Resolution No. 22-20, Accepting the Bid and Awarding a Construction Contract for the 2022 Street Rehabilitation Project in the amount of \$1,213,104.39 to T.A. Schifsky & Sons, Inc., and adoption of Resolution No. 22-21, Approving the Construction Services Contract with WSB for the 2022 Street Rehabilitation Project, in the amount of \$62,000.

ATTACHMENTS

1. Resolutions 22-20 & 22-21
2. Bid Tabulation
3. WSB Proposal

**CITY OF LINO LAKES
RESOLUTION NO. 22-20**

**ACCEPTING BASE BID AND AWARDING A CONSTRUCTION CONTRACT
2022 STREET REHABILITATION PROJECT**

WHEREAS, pursuant to an advertisement for bids for the construction of the 2022 Street Rehabilitation Project, bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement; and

| CONTRACTOR | TOTAL BASE BID | TOTAL BASE BID + ALT 1 | TOTAL BASE BID + ALT 2 | TOTAL (BASE BID + ALT 1 + ALT 2) |
|------------------------------|---------------------------|---------------------------------------|---------------------------------------|---|
| T.A. Schifsky & Sons, Inc | \$762,425.39 | \$211,188.50 | \$239,490.50 | \$1,213,104.39 |
| Valley Paving, Inc. | \$770,310.18 | \$213,007.57 | \$239,767.15 | \$1,223,084.90 |
| Meyer Contracting, Inc. | \$791,821.85 | \$220,512.68 | \$230,785.31 | \$1,243,119.84 |
| Northwest Asphalt | \$815,891.84 | \$242,190.76 | \$264,462.12 | \$1,322,544.72 |
| Bituminous Roadways, Inc. | \$826,662.75 | \$197,379.00 | \$221,614.00 | \$1,245,655.75 |
| North Valley, Inc. | \$842,791.51 | \$196,520.35 | \$221,577.59 | \$1,260,899.45 |
| Park Construction Co. | \$887,593.40 | \$226,448.60 | \$250,869.60 | \$1,364,911.60 |

WHEREAS, it appears that T.A. Schifsky & Sons, Inc. is the lowest responsible bidder; and

WHEREAS, the City Council finds that it would be in the best interest of the city to proceed with Base Bid and Alternates 1 and 2,

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

1. The Mayor and Clerk are hereby authorized and directed to enter into a contract with T.A. Schifsky & Sons, Inc., in the amount of \$1,213,104.39 by the name of the City of Lino Lakes for the Base Bid, Alternate 1, and Alternate 2 construction of the 2022 Street Rehabilitation Project according to the plans and specifications approved by the City Council and on file in the office of the City Clerk.
2. The City Clerk is hereby authorized and directed to return forthwith to all bidder the Bid Bonds made with their bids, except that the deposits of the successful bidder and the next two lowest bidders shall be retained until a contract has been signed.

Adopted by the Council of the City of Lino Lakes this 14th day of February, 2022.

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

The following voted against same:

Rob Rafferty, Mayor

ATTEST:

Julianne Bartell, City Clerk

**CITY OF LINO LAKES
RESOLUTION NO. 22-21**

**APPROVING THE CONSTRUCTION SERVICES CONTRACT
2022 STREET REHABILITATION PROJECT**

WHEREAS, pursuant to the City Council awarding a construction contract to T.A. Schifsky & Sons, Inc. in the amount of \$1,213,104.39, on February 14, 2022; and

WHEREAS, WSB and Associates has submitted a proposal to complete the construction services for the 2022 Street Rehabilitation Project in the amount of \$62,000; and

WHEREAS, the City Council finds that it would be in the best interests of the city to proceed with the construction oversight and administration,

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lino Lakes, the Mayor and Clerk are hereby authorized and directed to enter into a contract with WSB, in the name of the City of Lino Lakes for the construction services of 2022 Street Rehabilitation Project.

Adopted by the Council of the City of Lino Lakes this 14th day of February, 2022.

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

The following voted against same:

Rob Rafferty, Mayor

ATTEST:

Julianne Bartell, City Clerk

BID TABULATION SUMMARY

PROJECT:
2022 Street Rehabilitation Project
S.A.P. SAP 210-107-001

OWNER:
City of Lino Lakes

WSB PROJECT NO.: 019135-000

Bids Opened: Tuesday, February 8, 2022, at 10:00 am

| Contractor | Bid Security | Base Bid | <u>Alternate 1</u> Rondeau Lk Rd W & 81st St W | <u>Alternate 2</u> Rondeau Lk Rd E | TOTAL BID |
|------------------------------|--------------|--------------|--|---------------------------------------|----------------|
| 1 T.A. Schifsky & Sons, Inc. | X | \$762,425.39 | \$211,188.50 | \$239,490.50 | \$1,213,104.39 |
| 2 Valley Paving, Inc. | X | \$770,310.18 | \$213,007.57 | \$239,767.15 | \$1,223,084.90 |
| 3 Meyer Contracting, Inc. | X | \$791,821.85 | \$220,512.68 | \$230,785.31 | \$1,243,119.84 |
| 4 Northwest | X | \$815,891.84 | \$242,190.76 | \$264,462.12 | \$1,322,544.72 |
| 5 Bituminous Roadways, Inc. | X | \$826,662.75 | \$197,379.00 | \$221,614.00 | \$1,245,655.75 |
| 6 North Valley, Inc. | X | \$842,791.51 | \$196,520.35 | \$221,577.59 | \$1,260,889.45 |
| 7 Park Construction Company | X | \$887,593.40 | \$226,448.60 | \$250,869.60 | \$1,364,911.60 |
| Engineer's Opinion of Cost | | \$780,326.00 | \$207,824.00 | \$233,978.00 | \$1,222,128.00 |

I hereby certify that this is a true and correct tabulation of the bids as received on February 8, 2022



Diane Hankee, PE Sr. Project Manager

Denotes corrected figure



February 8, 2022

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

Re: Proposal for Construction Services for 2022 Street Rehabilitation Project
WSB Project No. R-019135-000

Dear Mr. Grochala:

WSB & Associates, Inc. is providing a proposal for construction services associated with the 2022 Street Rehabilitation Project. This construction services proposal would be subsequent to the City Council awarding the construction contract.

The project includes milling and overlaying the pavement, spot curb and gutter repairs, and repairs to the water system in the proposed project area. The project area includes West Shadow Lake Drive, Hawthorn Road, Painted Turtle Road, Hickory Place, Ironwood Court, River Birch Place, White Owl Drive, Fox Road, and Fox Circle in the base bid and Rondeau Lake Road W, Rondeau Lake Road E, and 81st Street W as bid alternates.

Scope of Engineering Services

WSB is pleased to provide professional construction engineering services for the 2022 Street Rehabilitation Project including contract administration, construction observation, construction staking, and public involvement with project stakeholders. Below is a detailed description of the engineering services and WSB's proposed approach.

I. Construction Services

a. Project Management/Contract Administration

Contract Administration includes holding meetings with the contractor & City of Lino Lakes (preconstruction & weekly construction), processing monthly quantities for pay vouchers, and communicating with residents on a regular basis.

b. Construction Observation

WSB will provide an experienced engineering specialist whose responsibilities will include communicating with the Contractor as an agent of the City, calculating and keeping track of daily construction quantities and costs, contact and meet with residents as necessary, and work with the Contractor to assist with a quality constructed product.

c. Construction Staking (Survey)

WSB will provide Surveying staff as necessary to provide field staking for necessary utility alignments, elevations, and any necessary curbing or structure related information.

Proposed Fee

WSB will complete the scope of work the project discussed herein on hourly basis for a not-to-exceed amount of \$62,000.00. Tasks not shown are considered outside of the scope of services. If additional work is necessary, we will prepare a detailed scope of work and include it as an addendum to this agreement.

This letter represents our complete understanding of the 2022 Street Rehabilitation Project and the proposed scope of services. If you agree with the scope of services and proposed fee, please sign in the appropriate space below and return one copy to us.

If you have any questions about this proposal, please feel free to call me at 763-287-8536.

Sincerely,



Brian Bourassa
Client Representative

Mark Erichson

Mark Erichson
Director

ACCEPTANCE:

The City of Lino Lakes hereby accepts the WSB proposal of \$62,000.00 for services outlined in this letter.

City of Lino Lakes

Name _____

Title _____

Date _____

**CITY COUNCIL
AGENDA ITEM 6C**

STAFF ORIGINATOR: Diane Hankee, PE City Engineer

C. C. MEETING DATE: February 14, 2022

TOPIC: Consider Resolution 22-23, Order Project, Approve the Plans and Specifications and Authorize the Ad for Bid, 2022 East Shadow Lake Drive Utility Project

VOTE REQUIRED: 3/5

INTRODUCTION

Staff is requesting Council approval to authorize the ad for bid for the 2022 East Shadow Lake Drive Utility Project.

BACKGROUND

On December 13, 2021, the City Council approved the preparation of the plans and specifications for the 2022 East Shadow Lake Drive Utility Project. The proposed improvements will include replacement of sagging sanitary pipes, manholes, water system replacement, roadway reconstruction and restoration of adjacent property at and near the intersection of East Shadow Lake Drive and Lantern Lane. The project will result in reduced inflow and infiltration of ground water in the sanitary sewer system.

The estimated total project cost is \$510,000. The project is funded through the City's Sewer Operating Fund.

The estimated schedule for the project:

| | |
|---|-------------------|
| Authorize Preparation of Plans and Specifications | December 13, 2021 |
| Order Improvement, Approve Plans and Specs, Authorize Ad for Bids | February 14, 2022 |
| City Opens Bids | March 22, 2022 |
| City Council Awards Contract | March 28, 2022 |
| Construction Begins | April-May, 2022 |
| Final Completion | October, 2022 |

RECOMMENDATION

Staff is recommending approval of Resolution No. 22-23, Order Project, Approve the Plans and Specifications and Authorize the Ad for Bid for the 2022 East Shadow Lake Drive Utility Project.

ATTACHMENTS

1. Resolution No. 22-23
2. Construction Plans

**CITY OF LINO LAKES
RESOLUTION NO. 22-23**

**RESOLUTION ORDER PROJECT, APPROVE PLANS AND SPECIFICATIONS, AND
AUTHORIZE ADVERTISEMENT FOR BIDS FOR 2022 EAST SHADOW LAKE DRIVE
UTILITY PROJECT**

WHEREAS, the City Engineer has prepared plans and specifications for the 2022 East Shadow Lake Drive Utility Project. Project plans and specifications have been presented to the City Council for approval;

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

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The City Clerk shall prepare and cause to be inserted in the official paper and in Finance and Commerce an advertisement for bids for the making of such improvement under such approved plans and specifications. The advertisement shall be published for two weeks, shall specify the work to be done, shall state that bids will be received by the Clerk, at which time they will be publicly opened at the City Hall by the City Clerk and Engineer, will then be tabulated, and will be considered by the Council at 6:30 p.m. on March 28th, 2022, in the Council chambers of the City Hall. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council on the issue of responsibility. No bids will be considered unless sealed and filed with the Clerk and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the Clerk for five (5) percent of the amount of such bid.

Adopted by the Council of the City of Lino Lakes this 14th day of February, 2022.

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

The following voted against same:

Rob Rafferty, Mayor

ATTEST:

Julianne Bartell, City Clerk

2022 EAST SHADOW LAKE DRIVE UTILITY PROJECT

CITY OF LINO LAKES, MN

GOVERNING SPECIFICATIONS

THE 2020 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN.

ALL TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE LATEST EDITION OF THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING THE LATEST FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

EXISTING PLAN SYMBOLS

| | |
|-----------------------------|--|
| PROPERTY LINES/RIGHT-OF-WAY | |
| UTILITY EASEMENT | |
| TREE LINE | |
| SIGN | |
| DECIDUOUS TREE | |
| SHRUB | |
| CONIFEROUS TREE | |

EXISTING UTILITY SYMBOLS

| | |
|-------------------------|--|
| FIBER OPTIC LINE | |
| GAS LINE | |
| COMMUNICATION LINE | |
| ELECTRIC POWER LINE | |
| WATER MAIN | |
| SANITARY SEWER | |
| STORM SEWER | |
| COMMUNICATIONS PEDESTAL | |
| POWER POLE | |
| ELECTRIC BOX | |
| CATCH BASIN | |
| STORM APRON | |
| STORM SEWER MANHOLE | |
| GATE VALVE | |
| HYDRANT | |
| SANITARY SEWER MANHOLE | |

CONSTRUCTION PLAN FOR SANITARY SEWER, WATER MAIN, STORM SEWER, AND ROAD IMPROVEMENTS
 LOCATED ON EAST SHADOW LAKE DR FROM 250' SOUTH OF LANTERN LN TO 123' NORTH OF LANTERN LN
LANTERN LN FROM EAST SHADOW LAKE DR TO 60' EAST OF EAST SHADOW LAKE DR

PLAN SET INDEX

| SHEET NO. | DESCRIPTION |
|-----------|-----------------------------------|
| 1 | TITLE SHEET |
| 2 | GENERAL LAYOUT |
| 3 | STATEMENT OF ESTIMATED QUANTITIES |
| 4-7 | GENERAL DETAILS |
| 8 | TYPICAL SECTIONS |
| 9 | REMOVAL PLANS |
| 10 | SANITARY SEWER & WATER MAIN PLANS |
| 11-12 | STREET & STORM SEWER PLANS |
| 13 | EROSION CONTROL PLANS |



PROJECT LOCATION MAP

THIS PLAN SET CONTAINS 13 SHEETS

THIS PLAN SET HAS BEEN PREPARED FOR:

CITY OF LINO LAKES
 600 TOWN CENTER PARKWAY
 LINO LAKES, MN 55014
 (651) 982-2400

ALL APPLICABLE FEDERAL, STATE, AND LOCAL LAWS AND ORDINANCES WILL BE COMPLIED WITH IN THE CONSTRUCTION OF THIS PROJECT.



I HEREBY CERTIFY THAT THIS PLAN 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.

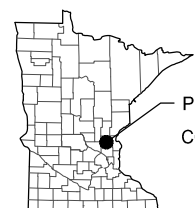
DIANE L. HANKEE, P.E.

DATE: 12/13/2021

LICENSE NUMBER: 43338

EXCAVATION NOTICE SYSTEM

A CALL TO GOPHER STATE ONE (651-454-0002) IS REQUIRED A MINIMUM OF 48 HOURS PRIOR TO PERFORMING ANY EXCAVATION.



PROJECT LOCATION
 COUNTY: ANOKA

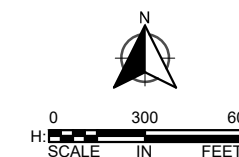
SECT 28, TWP 31, RNG 22

HORIZONTAL DATUM:
 VERTICAL DATUM:

UTILITY INFORMATION

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

GOPHER ONE CALL TICKET NUMBER: 220060200



| PLAN REVISIONS | | |
|----------------|-----------|-------------|
| DATE | SHEET NO. | APPROVED BY |
| | | |
| | | |
| | | |

WSB PROJ. NO. 017705-000

SHEET
 1
 OF
 13