

EXPANDED AGENDA



CITY COUNCIL AGENDA

Monday, April 25, 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

CITY COUNCIL MEETING, 6:30 P.M.

- Call to Order and Roll Call - **Stoesz, Cavegn, Lyden, Rafferty were present; Ruhland absent**
- Pledge of Allegiance
- Open Mike / Public Comment *(in person or received in writing prior to meeting)*
The following residents spoke in regard to the storm water utility:
Hildur Perez, 1190 Main Street,
Joe Hill, 6933 Sunrise Drive,
Jeff Johnson, 6965 Sunrise Drive,
Chris Milow, 6848 Lakeview Drive,
Ellen Gatchell, 952 Main Street
- Setting the Agenda: Addition or Deletion of Agenda Items
The agenda was accepted as presented

SPECIAL CEREMONY

Promotion Recognition – District Chief Jesse Fronck

1. CONSENT AGENDA

- A) Consider Approval of Expenditures for April 25, 2022 (Check No. 116250 through 116364 in the Amount of \$584,537.81.
- B) Consider Approval of April 4, 2022 Work Session Minutes
- C) Consider Approval of April 11, 2022 Council Meeting Minutes
- D) Consider Approval of Special Event Permit for Boy Scout Troop 232
- E) Consider Approval of April 11, 2022 Work Session Minutes
- F) Consider Approval of Special Event Permit for Blue Heron Elementary

Action Taken: Motion by Cavegn, seconded by Lyden, to approve Consent Agenda Items 1A through 1F, as presented, was adopted

2. FINANCE DEPARTMENT REPORT

No report

3. ADMINISTRATION DEPARTMENT REPORT

- A) Consider Resolution No. 22-45, Establishing the Compensation Plan for Part-Time Rookery Activity Center Personnel, Sarah Cotton

Action Taken: Motion by Cavegn, seconded by Stoesz,, to approve Resolution No. 22-45 as presented, was adopted

- B) Approve the Hiring of Part-Time Staff for The Rookery, Meg Sawyer

Action Taken: Motion by Stoesz, seconded by Lyden, to approve the hiring plan as presented, was adopted

4. PUBLIC SAFETY DEPARTMENT REPORT

No report

5. PUBLIC SERVICES DEPARTMENT REPORT

- A) Consider Resolution No. 22-41, Accepting Quote and Awarding Contract, 2022 Parking Lot Improvement Project, Diane Hanke

Action Taken: Motion by Lyden, seconded by Cavegn, to approve Resolution No. 22-41 as presented, was adopted

6. COMMUNITY DEVELOPMENT REPORT

- A) 2022 East Shadow Lake Drive Utility Project, Diane Hanke

- i) Consider Resolution No. 22-38, Accepting Bids, Awarding a Construction Contract

Action Taken: Motion by Cavegn, seconded by Stoesz,, to approve Resolution No. 22-38 as presented, was adopted

- ii) Consider Resolution No. 22-39, Approving Construction Services Contract with WSB & Associates

Action Taken: Motion by Cavegn, seconded by Stoesz,, to approve Resolution No. 22-39 as presented, was adopted

- B) Consider Resolution No. 22-40, Approving Master Partnership Contract with MnDOT, 2022 Street Rehabilitation Project, Diane Hanke

Action Taken: Motion by Lyden, seconded by Stoesz,, to approve Resolution No. 22-40 as presented, was adopted

- C) Consider Resolution No. 22-42, Approving 1st Amendment to Lyngblomsten Development Agreement, Michael Grochala

Action Taken: Motion by Cavegn, seconded by Stoesz,, to approve Resolution No. 22-42 as presented, was adopted

7. UNFINISHED BUSINESS

None







8. NEW BUSINESS

None

Adjournment

Action Taken: Motion by Lyden, seconded by Stoesz, to adjourn at 7:05 p.m., was adopted

Community Calendar – A Look Ahead
April 25, 2022 through May 9, 2022

 Monday, May 2	6:00 pm, Community Room	Council Work Session
 Wednesday, May 4	6:30 pm, Council Chambers	Park Board
 Thursday, May 5	8:00 am, Community Room	EDAC
 Monday, May 9	6:00 pm, Council Chambers	Board of Appeal
 Monday, May 9	6:15 pm, Community Room	Council Work Session
 Monday, May 9	6:30 pm, Council Chambers	City Council Meeting



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- Setting the Agenda: Addition or deletion of agenda items

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2. FINANCE DEPARTMENT REPORT

No report

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- B) Approve the Hiring of Part-Time Staff for The Rookery, Meg Sawyer

4. PUBLIC SAFETY DEPARTMENT REPORT

No report

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- A) Consider Resolution No. 22-41, Accepting Quote and Awarding Contract, 2022 Parking Lot Improvement Project, Diane Hankee

6. COMMUNITY DEVELOPMENT REPORT

- A) 2022 East Shadow Lake Drive Utility Project, Diane Hankee
 - i) Consider Resolution No. 22-38, Accepting Bids, Awarding a Construction Contract
 - ii) Consider Resolution No. 22-39, Approving Construction Services Contract with WSB & Associates
- B) Consider Resolution No. 22-40, Approving Master Partnership Contract with MnDOT, 2022 Street Rehabilitation Project, Diane Hankee
- C) Consider Resolution No. 22-42, Approving 1st Amendment to Lyngblomsten Development Agreement, Michael Grochala

7. UNFINISHED BUSINESS

None

8. NEW BUSINESS

None

Adjournment

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Expenditures

April 25, 2022

Check #116250 to #116364

\$584,537.81

Accounts Payable

Check Detail

User: Jessica.Eller
Printed: 04/20/2022 - 10:54AM



Check Number	Check Date		Amount
2 - 1st Choice Document Destruction Line Item Account			
116251	04/25/2022		
Inv	22-2295		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/16/2022	4060 lbs of paper & cardboard recycled	101-462-4410-000	600.00
Inv 22-2295 Total			600.00
116251 Total:			600.00
2 - 1st Choice Document Destruction Total:			600.00
9 - Able Hose & Rubber LLC Line Item Account			
116252	04/25/2022		
Inv	223487-001		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2021	Hydrant and pump hose & fittings	602-495-4211-000	75.96
03/31/2021	Hydrant and pump hose & fittings	601-494-4211-000	75.97
Inv 223487-001 Total			151.93
Inv	224769-001		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/29/2021	Hose for hydrant & pumps	601-494-4211-000	133.00
06/29/2021	Hose for hydrant & pumps	602-495-4211-000	133.00
Inv 224769-001 Total			266.00
Inv	224780-001		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/29/2021	Bands to connect fittings	602-495-4211-000	15.46
06/29/2021	Bands to connect fittings	601-494-4211-000	15.47
Inv 224780-001 Total			30.93
116252 Total:			448.86
9 - Able Hose & Rubber LLC Total:			448.86
13 - AFLAC Line Item Account 101-000-2040-000			

Check Number	Check Date		Amount
116253	04/25/2022		
Inv 019307			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/12/2022	April Insurance Premiums	101-000-2040-000	310.22
Inv 019307 Total			310.22
			<hr/>
116253 Total:			310.22
			<hr/>
13 - AFLAC Total:			310.22
1595 - Allied Oil & Supply, Inc. Line Item Account			
116254	04/25/2022		
Inv 598707-00			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/16/2022	55 gallon drum of Def fluid	101-431-4221-000	191.95
Inv 598707-00 Total			191.95
Inv 599085-00			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/18/2022	Mats, 55 gallon drums of engine oil & transmission fluid	101-431-4221-000	1,780.51
Inv 599085-00 Total			1,780.51
			<hr/>
116254 Total:			1,972.46
			<hr/>
1595 - Allied Oil & Supply, Inc. Total:			1,972.46
42 - Anoka County Property Records & Taxation Line Item Account			
116255	04/25/2022		
Inv 043122440001			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2022	2022 Solid Waste Mngt Old City Hall - Pin #04-31-22-44-0001	101-432-4384-500	172.86
Inv 043122440001 Total			172.86
Inv 043122440004			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2022	2022 Solid Waste Mngt Old City Hall - Pin #04-31-22-44-0004	101-432-4384-500	155.54
Inv 043122440004 Total			155.54
Inv 083122420028			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2022	2022 Solid Waste Mngt Fire Station #1 - Pin #08-31-22-42-0028	101-432-4384-501	545.16
Inv 083122420028 Total			545.16

Check Number	Check Date		Amount
Inv	083122430002		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2022	2022 Solid Waste Mngt 7685 Lake Dr - Pin #08-31-22-43-0002	420-499-4300-000	53.24
Inv 083122430002 Total			53.24
Inv	133122230055		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2022	2022 Property Taxes Outlot C Watermark 4 - Pin #13-31-22-23-0055	801-000-2327-103	550.38
Inv 133122230055 Total			550.38
Inv	173122130048		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2022	2022 Solid Waste Mngt The Rookery - Pin #17-31-22-13-0048	202-451-4384-000	545.16
Inv 173122130048 Total			545.16
Inv	173122130050		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2022	2022 Solid Waste Mngt New City Hall - Pin #17-31-22-13-0050	101-432-4384-503	545.16
Inv 173122130050 Total			545.16
Inv	183122220001		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2022	2022 Special Assessments Anoka Co Ditch - Pin #18-31-22-22-0001	603-496-4382-000	28.24
Inv 183122220001 Total			28.24
Inv	183122220016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2022	2022 Special Assessments Anoka Co Ditch - Pin #18-31-22-22-0016	603-496-4382-000	33.56
Inv 183122220016 Total			33.56
Inv	183122230002		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2022	2022 Special Assessments Anoka Co Ditch - Pin #18-31-22-23-0002	603-496-4382-000	27.90
Inv 183122230002 Total			27.90
Inv	183122230005		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2022	2022 Special Assessments Anoka Co Ditch - Pin #18-31-22-23-0005	603-496-4382-000	72.04
Inv 183122230005 Total			72.04
Inv	183122230015		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2022	2022 Special Assessments Anoka Co Ditch - Pin #18-31-22-23-0015	603-496-4382-000	25.00

Check Number	Check Date		Amount
Inv 183122230015		Total	25.00
Inv 263122140100			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2022	2022 Property Taxes Outlot A Nadeau 2nd - Pin #26-31-22-14-0100	801-000-2315-103	79.34
Inv 263122140100		Total	79.34
Inv 263122310004			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2022	2022 Solid Waste Mngt Fire Station #2 - Pin #26-31-22-31-0004	101-432-4384-502	545.16
Inv 263122310004		Total	545.16
Inv 283122430049			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2022	2022 Solid Waste Mngt Birch Park - Pin #28-31-22-43-0049	101-450-4384-000	21.30
Inv 283122430049		Total	21.30
116255		Total:	3,400.04
116256	04/25/2022		
Inv 22-13016			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2022	Easement Encroachment Agreements	101-000-2081-000	92.00
Inv 22-13016		Total	92.00
Inv 22-16196			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/22/2022	Easement Encroachment Agreement	101-000-2081-000	46.00
Inv 22-16196		Total	46.00
Inv 22-16201			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/22/2022	Resolution - Rehbein's Black Dirt Pile	801-000-2300-000	46.00
Inv 22-16201		Total	46.00
116256		Total:	184.00
42 - Anoka County Property Records & Taxation Total:			3,584.04

54 - Aspen Mills, Inc. Line Item Account

116257 04/25/2022

Check Number	Check Date		Amount
Inv	291358		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/28/2022	Uniform Allowance - New Hire M. Reineke	101-420-4370-000	218.90
Inv 291358 Total			218.90
Inv	291577		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	Uniform Allowance - New Hire M. Reineke	101-420-4370-000	7.00
Inv 291577 Total			7.00
Inv	291613		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	Uniform Allowance - New Hire	101-421-4370-000	400.95
Inv 291613 Total			400.95
Inv	291838		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/06/2022	Uniform Allowance - D. Thill	101-420-4370-000	304.55
Inv 291838 Total			304.55
116257 Total:			931.40
54 - Aspen Mills, Inc. Total:			931.40
85 - Bluetarp Financial, Inc. Line Item Account			
116258	04/25/2022		
Inv	219728		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/06/2022	Wire cubic cutter	202-451-4211-000	42.99
Inv 219728 Total			42.99
116258 Total:			42.99
116259	04/25/2022		
Inv	G31043/G		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/07/2022	Super glue	101-430-4211-000	7.49
Inv G31043/G Total			7.49
Inv	G32014/G		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/12/2022	Spray paint	202-451-4211-000	2.49

Check Number	Check Date		Amount
		Inv G32014/G Total	2.49
		116259 Total:	9.98
85 - Bluetarp Financial, Inc. Total:			52.97
1865 - Building Material Supply, Inc. Line Item Account			
116260	04/25/2022		
Inv	56400		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2022	Locker room partitions	202-451-4300-301	19,982.44
	Inv 56400 Total		19,982.44
	116260 Total:		19,982.44
1865 - Building Material Supply, Inc. Total:			19,982.44
100 - Bureau of Criminal Apprehension Line Item Account			
116261	04/25/2022		
Inv	00000695736		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	CJDN Access Fee	101-420-4410-000	390.00
	Inv 00000695736 Total		390.00
	116261 Total:		390.00
100 - Bureau of Criminal Apprehension Total:			390.00
772 - Centennial Tech Club Line Item Account			
116262	04/25/2022		
Inv	4/5/2022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/05/2022	Locker Name & PAR Tags	101-421-4370-000	99.00
	Inv 4/5/2022 Total		99.00
	116262 Total:		99.00
772 - Centennial Tech Club Total:			99.00
115 - Centennial Utilities Line Item Account			
116263	04/25/2022		
Inv	March 2022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
03/31/2022	Natural Gas	101-450-4383-000	213.20
03/31/2022	Natural Gas	602-495-4383-000	20.01
03/31/2022	Natural Gas	101-450-4383-000	173.73
03/31/2022	Natural Gas	202-451-4383-000	1,661.69
03/31/2022	Natural Gas	101-432-4383-503	2,994.46
03/31/2022	Natural Gas	101-450-4383-000	20.01
Inv March 2022 Total			5,083.10
116263 Total:			5,083.10
115 - Centennial Utilities Total:			5,083.10
116 - CenterPoint Energy Line Item Account			
116264	04/25/2022		
Inv	March 2022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/29/2022	Natural Gas	101-432-4383-500	1,452.91
03/29/2022	Natural Gas	101-432-4383-502	1,314.84
03/29/2022	Natural Gas	601-494-4383-000	571.51
03/29/2022	Natural Gas	101-432-4383-501	652.53
03/29/2022	Natural Gas	602-495-4383-000	123.89
03/29/2022	Natural Gas	101-450-4383-000	204.72
Inv March 2022 Total			4,320.40
116264 Total:			4,320.40
116 - CenterPoint Energy Total:			4,320.40
119 - Century College Line Item Account			
116265	04/25/2022		
Inv	00753541		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/29/2022	Textbooks - N. Clausen & M. Tembreull	101-421-4330-000	180.00
Inv 00753541 Total			180.00
116265 Total:			180.00
119 - Century College Total:			180.00
121 - CenturyLink Line Item Account 101-432-4321-503			
116266	04/25/2022		
Inv	7637869015785		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/10/2022	Phone & Internet Services	202-451-4321-000	63.42
Inv 7637869015785 Total			63.42

116266 Total:	63.42
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121 - CenturyLink Total:	63.42
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122 - CES Imaging Line Item Account 101-432-4410-503

116267 04/25/2022

Inv INV138673

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/05/2022	April Plotter/Scanner Maintenance	101-432-4410-503	80.00

Inv INV138673 Total	80.00
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116267 Total:	80.00
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122 - CES Imaging Total:	80.00
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136 - City of Roseville Line Item Account

116268 04/25/2022

Inv 0230818

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2022	April IT Services	601-494-4310-000	1,781.52
04/01/2022	April IT Services	101-407-4310-000	14,030.73
04/01/2022	April IT Services	603-496-4310-000	712.61
04/01/2022	April IT Services	602-495-4310-000	1,781.52

Inv 0230818 Total	18,306.38
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Inv 0230855

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/08/2022	Rookeryactivitycenter.com domain purchase	202-451-4310-000	60.00

Inv 0230855 Total	60.00
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116268 Total:	18,366.38
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136 - City of Roseville Total:	18,366.38
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137 - City of Shoreview Line Item Account

116269 04/25/2022

Inv Q12022

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	1st Qtr 2022 Utilities	601-000-2140-000	17.01
03/31/2022	1st Qtr 2022 Utilities	602-495-4382-000	1,065.90
03/31/2022	1st Qtr 2022 Utilities	601-494-4382-000	422.86

Inv Q12022 Total	1,505.77
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Check Number	Check Date		Amount
116269	Total:		1,505.77
137 - City of Shoreview Total:			1,505.77
1815 - CivicPlus Line Item Account			
116270	04/25/2022		
Inv	222998		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/08/2022	CivicRec User Import	202-451-4300-301	1,500.00
Inv 222998	Total		1,500.00
Inv	223693		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/28/2022	CivicRec Annual Fee, Training & Consulting - Final	202-451-4300-301	14,042.50
Inv 223693	Total		14,042.50
116270	Total:		15,542.50
1815 - CivicPlus Total:			15,542.50
1860 - Coit Services Minnesota, Inc. Line Item Account			
116271	04/25/2022		
Inv	MIN-C-865996		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/24/2022	Pool tile & grout deep cleaning	202-451-4300-000	4,945.00
Inv MIN-C-865996	Total		4,945.00
116271	Total:		4,945.00
1860 - Coit Services Minnesota, Inc. Total:			4,945.00
761 - Comcast Line Item Account 101-432-4321-502			
116272	04/25/2022		
Inv	0163083		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/05/2022	Phone & Internet Services	601-494-4321-000	125.66
Inv 0163083	Total		125.66
116272	Total:		125.66
761 - Comcast Total:			125.66

146 - Como Lube & Supplies, Inc. Line Item Account

116273	04/25/2022		
Inv	684685		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/28/2022	Recycle used oil	101-431-4300-000	35.00
Inv 684685 Total			35.00

116273 Total:			35.00
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146 - Como Lube & Supplies, Inc. Total:

35.00

149 - Connexus Energy Line Item Account

116274	04/25/2022		
Inv	March 2022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/30/2022	Electric	602-495-4381-000	869.69
03/30/2022	Electric	101-420-4381-000	30.35
03/30/2022	Electric	101-432-4381-500	1,153.34
03/30/2022	Electric	101-430-4385-000	1,653.85
03/30/2022	Electric	101-450-4381-000	66.79
03/30/2022	Electric	601-494-4381-000	1,221.85
Inv March 2022 Total			4,995.87

116274 Total:			4,995.87
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149 - Connexus Energy Total:

4,995.87

1278 - Core & Main LP Line Item Account

116275	04/25/2022		
Inv	P237791		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/25/2022	Meters	601-494-4215-000	3,894.64
Inv P237791 Total			3,894.64
Inv	Q193251		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/11/2022	Meters	601-494-4215-000	4,612.79
Inv Q193251 Total			4,612.79
Inv	Q208961		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/25/2022	Meter horns	601-494-4215-000	4,678.00
Inv Q208961 Total			4,678.00

Check Number	Check Date		Amount
116275 Total:			13,185.43
1278 - Core & Main LP Total:			13,185.43
1866 - Cutts, Julie Line Item Account 101-450-4331-000			
116276	04/25/2022		
Inv	Q12022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	1st Qtr 2022 Stipend	101-450-4331-000	75.00
Inv Q12022 Total			75.00
116276 Total:			75.00
1866 - Cutts, Julie Total:			75.00
167 - Dalco, Inc. Line Item Account			
116277	04/25/2022		
Inv	3908698		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/14/2022	Garbage can liners	202-451-4211-000	70.54
Inv 3908698 Total			70.54
Inv	3919471		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/06/2022	Floor sweeper & vacuums	202-451-4211-000	1,375.52
Inv 3919471 Total			1,375.52
116277 Total:			1,446.06
167 - Dalco, Inc. Total:			1,446.06
1757 - Davis, Phillip Line Item Account			
116278	04/25/2022		
Inv	10/18/2021-2		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/18/2021	Replace Check #115247 - Organic Site Tours	101-462-4330-000	34.44
Inv 10/18/2021-2 Total			34.44
116278 Total:			34.44
1757 - Davis, Phillip Total:			34.44

1261 - Dell Marketing LP Line Item Account

116279 04/25/2022

Inv 10572391781

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/28/2022	Rookery front desk computers & monitors	202-451-4240-301	1,690.92

Inv 10572391781 Total 1,690.92

Inv 10574067811

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/04/2022	Laptop - D. Hanke	403-417-4240-000	870.93

Inv 10574067811 Total 870.93

Inv 10574722881

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/06/2022	Computer, dock & monitors - HR Assistant	403-402-4240-000	1,431.44

Inv 10574722881 Total 1,431.44

116279 Total: 3,993.29

1261 - Dell Marketing LP Total: 3,993.29

175 - Delta Dental of Minnesota Line Item Account

116280 04/25/2022

Inv May 2022

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2022	Dental Insurance Premiums	603-496-4134-000	13.49
05/01/2022	Dental Insurance Premiums	202-451-4134-000	208.99
05/01/2022	Dental Insurance Premiums	101-430-4134-000	188.75
05/01/2022	Dental Insurance Premiums	602-495-4134-000	138.20
05/01/2022	Dental Insurance Premiums	101-431-4134-000	98.88
05/01/2022	Dental Insurance Premiums	101-407-4134-000	101.11
05/01/2022	Dental Insurance Premiums	101-402-4134-000	89.88
05/01/2022	Dental Insurance Premiums	101-416-4134-000	44.94
05/01/2022	Dental Insurance Premiums	101-421-4134-000	65.16
05/01/2022	Dental Insurance Premiums	101-450-4134-000	147.19
05/01/2022	Dental Insurance Premiums	101-451-4134-000	10.11
05/01/2022	Dental Insurance Premiums	601-494-4134-000	138.20
05/01/2022	Dental Insurance Premiums	101-420-4134-000	1,148.25
05/01/2022	Dental Insurance Premiums	101-422-4134-000	89.88
05/01/2022	Dental Insurance Premiums	101-461-4134-000	13.47
05/01/2022	Dental Insurance Premiums	101-462-4134-000	8.99
05/01/2022	Dental Insurance Premiums	101-463-4134-000	11.24
05/01/2022	Dental Insurance Premiums	101-418-4134-000	44.94
05/01/2022	Dental Insurance Premiums	101-000-2040-000	235.32
05/01/2022	Dental Insurance Premiums	101-000-2044-000	1,263.96

Inv May 2022 Total 4,060.95

Check Number	Check Date		Amount
116280 Total:			4,060.95
175 - Delta Dental of Minnesota Total:			4,060.95
1716 - Dey Distributing Line Item Account			
116281	04/25/2022		
Inv	5091834		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/15/2021	Motor for Lift Station heater	601-494-4211-000	172.27
Inv 5091834 Total			172.27
116281 Total:			172.27
1716 - Dey Distributing Total:			172.27
187 - Earl F. Andersen Line Item Account			
116282	04/25/2022		
Inv	0129212-IN		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/05/2022	Tower Park sign	101-450-4211-000	233.30
Inv 0129212-IN Total			233.30
116282 Total:			233.30
187 - Earl F. Andersen Total:			233.30
192 - Emergency Apparatus Maintenance Line Item Account			
116283	04/25/2022		
Inv	121725		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/14/2022	NFPA pump test #622	101-431-4410-000	265.00
Inv 121725 Total			265.00
Inv	121734		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/14/2022	Truck inspection, service pump & hydraulic generator #622	101-431-4410-000	1,337.01
Inv 121734 Total			1,337.01
Inv	121738		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/21/2022	Truck inspection & service pump #609	101-431-4410-000	1,885.29
Inv 121738 Total			1,885.29

Check Number	Check Date		Amount
Inv 122076			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/21/2022	Repaired ignition light, pump light, primer & drain valve #610	101-431-4410-000	1,347.40
Inv 122076 Total			1,347.40
Inv 122482			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/22/2022	Repaired auto eject #621	101-431-4410-000	1,655.51
Inv 122482 Total			1,655.51
Inv 122535			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/22/2022	Diagnosed and repaired charging issue #621	101-431-4410-000	1,068.03
Inv 122535 Total			1,068.03
116283 Total:			7,558.24
192 - Emergency Apparatus Maintenance Total:			7,558.24
202 - Evenson, Neil Line Item Account 101-416-4331-000			
116284	04/25/2022		
Inv Q12022			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	1st Qtr 2022 Stipend	101-416-4331-000	150.00
Inv Q12022 Total			150.00
116284 Total:			150.00
202 - Evenson, Neil Total:			150.00
210 - Ferguson Waterworks #2518 Line Item Account			
116285	04/25/2022		
Inv 0491265			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/05/2022	Probe, manhole hook & marking flags	601-494-4211-000	90.12
04/05/2022	Probe, manhole hook & marking flags	602-495-4211-000	90.13
Inv 0491265 Total			180.25
Inv 0491729			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/15/2022	Gate valve replacement supplies	601-494-4211-000	1,182.60
Inv 0491729 Total			1,182.60

116285 Total:	1,362.85
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210 - Ferguson Waterworks #2518 Total:	1,362.85
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1014 - Finke, Brian Line Item Account

116286 04/25/2022

Inv 3/21/2022

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/21/2022	Tuition Reimbursement - B. Finke	101-421-4330-000	317.25

Inv 3/21/2022 Total	317.25
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116286 Total:	317.25
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1014 - Finke, Brian Total:	317.25
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216 - First Advantage Occ. Line Item Account

116287 04/25/2022

Inv 2506282202

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/28/2022	Annual Enrollment & Employee Drug Testing	101-402-4300-000	193.35

Inv 2506282202 Total	193.35
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Inv 2507132203

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	Annual Enrollment & Employee Drug Testing	101-402-4300-000	403.32

Inv 2507132203 Total	403.32
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116287 Total:	596.67
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216 - First Advantage Occ. Total:	596.67
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233 - GDO Law Line Item Account 101-414-4303-000

116288 04/25/2022

Inv 8664

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2022	March Forfeitures	101-414-4303-000	31.50

Inv 8664 Total	31.50
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Inv 8665

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2022	April Prosecutor Contract	101-414-4303-000	8,750.00

Check Number	Check Date		Amount
Inv 8665 Total			8,750.00
			<hr/>
116288 Total:			8,781.50
			<hr/>
233 - GDO Law Total:			8,781.50
902 - Gooder, Clark J. Line Item Account 101-450-4331-000			
116289	04/25/2022		
Inv	Q12022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	1st Qtr 2022 Stipend	101-450-4331-000	150.00
Inv Q12022 Total			150.00
			<hr/>
116289 Total:			150.00
			<hr/>
902 - Gooder, Clark J. Total:			150.00
244 - Gopher State One-Call Line Item Account			
116290	04/25/2022		
Inv	2030539		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	March Tickets	601-494-4410-000	116.77
03/31/2022	March Tickets	602-495-4410-000	116.78
Inv 2030539 Total			233.55
			<hr/>
116290 Total:			233.55
			<hr/>
244 - Gopher State One-Call Total:			233.55
258 - H&L Mesabi Company Line Item Account			
116291	04/25/2022		
Inv	09742		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/17/2022	Cutting edge for the wing #210	101-431-4221-000	196.00
Inv 09742 Total			196.00
			<hr/>
116291 Total:			196.00
			<hr/>
258 - H&L Mesabi Company Total:			196.00
264 - Hardwood Creek Lumber, Inc. Line Item Account			
116292	04/25/2022		

Check Number	Check Date		Amount
Inv	12429		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/06/2022	Stakes for marking tree locations	101-463-4211-000	208.00
Inv 12429 Total			208.00
			<hr/>
116292 Total:			208.00
			<hr/>
264 - Hardwood Creek Lumber, Inc. Total:			208.00
270 - Hauglies, Inc. Line Item Account			
116293	04/25/2022		
Inv	13518		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/07/2022	Remove & install new carpeting	202-451-4300-301	22,785.96
Inv 13518 Total			22,785.96
			<hr/>
116293 Total:			22,785.96
			<hr/>
270 - Hauglies, Inc. Total:			22,785.96
271 - Hawkins, Inc. Line Item Account			
116294	04/25/2022		
Inv	6155384		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	Metering pumps	601-494-4222-000	4,552.50
Inv 6155384 Total			4,552.50
Inv	6158557		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/07/2022	LPC-5	601-494-4222-000	7,082.08
Inv 6158557 Total			7,082.08
Inv	6162140		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/13/2022	Pool chlorination supplies	202-451-4211-000	256.35
Inv 6162140 Total			256.35
			<hr/>
116294 Total:			11,890.93
			<hr/>
271 - Hawkins, Inc. Total:			11,890.93
1850 - Henry Schein, Inc. Line Item Account			

Check Number	Check Date		Amount
116295	04/25/2022		
Inv	18437340		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/22/2022	Airway Nasopharyngeals	101-420-4211-000	48.24
Inv 18437340 Total			48.24
116295 Total:			48.24
1850 - Henry Schein, Inc. Total:			48.24
1825 - Hotsy Minnesota Line Item Account			
116296	04/25/2022		
Inv	12597		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/24/2022	Swivel for pressure washer gun	101-432-4211-000	69.95
Inv 12597 Total			69.95
116296 Total:			69.95
1825 - Hotsy Minnesota Total:			69.95
1749 - Huebsch Services Line Item Account			
116297	04/25/2022		
Inv	20053289		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	Mats	101-432-4410-503	377.00
03/31/2022	Shop towels	101-431-4211-000	80.50
03/31/2022	Mats	101-432-4410-502	58.07
03/31/2022	Mats	202-451-4410-000	257.52
03/31/2022	Mats	101-432-4410-501	105.78
Inv 20053289 Total			878.87
116297 Total:			878.87
1749 - Huebsch Services Total:			878.87
297 - Huelman, Patrick H. Line Item Account 101-450-4331-000			
116298	04/25/2022		
Inv	Q12022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	1st Qtr 2022 Stipend	101-450-4331-000	200.00
Inv Q12022 Total			200.00

Check Number	Check Date		Amount
116298	Total:		200.00
297 - Huelman, Patrick H. Total:			200.00
301 - Hugo Plumbing & Pump Service Line Item Account			
116299	04/25/2022		
Inv	26501		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/12/2022	Replaced shower heads, valves, trim & hand held fixtures	202-451-4300-000	7,915.00
Inv 26501	Total		7,915.00
116299	Total:		7,915.00
301 - Hugo Plumbing & Pump Service Total:			7,915.00
306 - Image Printing & Graphics, Inc Line Item Account			
116300	04/25/2022		
Inv	161080		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/04/2022	Envelopes	101-420-4200-000	205.20
Inv 161080	Total		205.20
116300	Total:		205.20
306 - Image Printing & Graphics, Inc Total:			205.20
1748 - Infinite-Data, LLC Line Item Account			
116301	04/25/2022		
Inv	1490		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/06/2022	Adjusts for use of designated Finance Software Funds	403-000-2520-000	-4,200.00
04/06/2022	Adjusts for use of designated Finance Software Funds	403-000-2521-000	4,200.00
04/06/2022	Easy CIP Annual License	403-407-4300-000	4,200.00
Inv 1490	Total		4,200.00
116301	Total:		4,200.00
1748 - Infinite-Data, LLC Total:			4,200.00
1177 - Innovative Office Solutions LLC Line Item Account			
116302	04/25/2022		
Inv	IN3513901		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
10/08/2021	Ink & foam cups	101-420-4200-000	31.47
Inv IN3513901	Total		31.47
Inv	IN3525033		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/19/2021	Dry erase board, post-it notes & legal pad	101-420-4200-000	24.12
Inv IN3525033	Total		24.12
Inv	IN3675733		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/16/2022	Printer	101-420-4240-000	230.25
Inv IN3675733	Total		230.25
Inv	IN3727731		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/28/2022	Toner & binders	101-420-4200-000	88.44
Inv IN3727731	Total		88.44
Inv	IN3742090		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/07/2022	Toner, paper & certificate holders	101-420-4200-000	104.86
04/07/2022	Toner, paper & certificate holders	101-421-4200-000	24.47
Inv IN3742090	Total		129.33
Inv	SUM-066823		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	Office supplies	202-451-4200-000	382.64
03/31/2022	Toner, sandwich bags, tape, pens & binders	101-432-4200-000	436.32
Inv SUM-066823	Total		818.96
116302	Total:		1,322.57
1177 - Innovative Office Solutions LLC	Total:		1,322.57
311 - Instrumental Research, Inc.	Line Item Account		
116303	04/25/2022		
Inv	3597-2		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/05/2021	Replace Check #115175 - August Water Testing	601-494-4410-000	230.00
Inv 3597-2	Total		230.00
Inv	3987		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
04/08/2022	March Water Testing	601-494-4410-000	220.50
Inv 3987 Total			220.50
116303 Total:			450.50
311 - Instrumental Research, Inc. Total:			450.50
1697 - Isaac Sports Group, LLC Line Item Account			
116304	04/25/2022		
Inv 1053			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/05/2022	Rookery Consulting Agreement - 50% of remaining balance	202-451-4300-301	1,600.00
Inv 1053 Total			1,600.00
116304 Total:			1,600.00
1697 - Isaac Sports Group, LLC Total:			1,600.00
326 - Jensen, Richard Line Item Account 101-450-4331-000			
116305	04/25/2022		
Inv Q12022			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	1st Qtr 2022 Stipend	101-450-4331-000	75.00
Inv Q12022 Total			75.00
116305 Total:			75.00
326 - Jensen, Richard Total:			75.00
757 - Jimmy's Johnnys Line Item Account 101-450-4410-000			
116306	04/25/2022		
Inv MP198720			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/10/2022	Toilet Rental - City Hall Park	101-450-4410-000	65.00
Inv MP198720 Total			65.00
116306 Total:			65.00
757 - Jimmy's Johnnys Total:			65.00
344 - KLM Engineering, Inc. Line Item Account			
116307	04/25/2022		

Check Number	Check Date		Amount
Inv	8739		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/28/2022	Verizon Tower #1	801-000-2300-000	4,200.00
Inv 8739 Total			4,200.00
116307 Total:			4,200.00
344 - KLM Engineering, Inc. Total:			4,200.00
1745 - Kusterman, William Line Item Account			
116308	04/25/2022		
Inv	Q12022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	1st Qtr 2022 Stipend	101-450-4331-000	150.00
Inv Q12022 Total			150.00
116308 Total:			150.00
1745 - Kusterman, William Total:			150.00
1818 - L J Level Construction, Inc Line Item Account			
116309	04/25/2022		
Inv	4040		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/13/2022	Community Center renovation & sheetrock - 10% upon completion	202-451-4300-301	5,226.99
Inv 4040 Total			5,226.99
116309 Total:			5,226.99
1818 - L J Level Construction, Inc Total:			5,226.99
356 - Laden, Perry Line Item Account 101-416-4331-000			
116310	04/25/2022		
Inv	Q12022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	1st Qtr 2022 Stipend	101-416-4331-000	150.00
Inv Q12022 Total			150.00
116310 Total:			150.00
356 - Laden, Perry Total:			150.00

370 - League of MN Cities Insurance Trust Line Item Account

116311	04/25/2022		
Inv	7185		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/14/2022	Rec Center Slip & Fall Claim 12/28/2021	202-451-4361-000	65.02
Inv 7185 Total			65.02
			65.02
116311 Total:			65.02

370 - League of MN Cities Insurance Trust Total:

65.02

394 - Macqueen Equipment, Inc. Line Item Account

116312	04/25/2022		
Inv	P02013		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/25/2022	SCBA masks - size small	101-421-4370-000	997.69
Inv P02013 Total			997.69
Inv	P02015		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/25/2022	Firefighting gloves	101-421-4370-000	1,799.68
Inv P02015 Total			1,799.68
Inv	P02018		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/25/2022	SCBA masks - size medium & large	101-421-4370-000	1,977.60
Inv P02018 Total			1,977.60
Inv	P02105		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/05/2022	SCBA mask - size large	101-421-4370-000	384.14
Inv P02105 Total			384.14
Inv	P02108		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/05/2022	Fire boots	101-421-4370-000	489.31
Inv P02108 Total			489.31
Inv	P06708		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/25/2022	FDNY 6' hook for Aerial 21	101-421-4240-000	125.00
Inv P06708 Total			125.00

Check Number	Check Date		Amount
116312 Total:			5,773.42
394 - Macqueen Equipment, Inc. Total:			5,773.42
396 - Magtech Ammunition, Inc. Line Item Account			
116313	04/25/2022		
Inv	27552		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2022	9MM Luger & ammunition	101-420-4330-000	130.00
04/01/2022	9MM Luger & ammunition	101-420-4211-000	2,684.80
Inv 27552 Total			2,814.80
Inv	EX27552		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/04/2022	Excise Tax Credits	101-420-4211-000	-278.94
Inv EX27552 Total			-278.94
116313 Total:			2,535.86
396 - Magtech Ammunition, Inc. Total:			2,535.86
1668 - Marsden Bldg Maintenance, LLC Line Item Account			
116314	04/25/2022		
Inv	362727		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2022	April Janitorial Services	101-432-4410-503	4,048.80
Inv 362727 Total			4,048.80
Inv	362728		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2022	April Janitorial Services	101-432-4410-501	1,096.83
Inv 362728 Total			1,096.83
Inv	362729		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2022	April Janitorial Services	101-432-4410-501	663.16
Inv 362729 Total			663.16
Inv	362730		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2022	April Janitorial Services	101-432-4410-502	726.41
Inv 362730 Total			726.41

Check Number	Check Date		Amount
Inv	362744		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2022	April Janitorial Services	202-451-4410-000	1,886.84
Inv 362744 Total			1,886.84
116314 Total:			8,422.04
1668 - Marsden Bldg Maintenance, LLC Total:			8,422.04
404 - Martin-McAllister Line Item Account			
116315	04/25/2022		
Inv	14529		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	Public Safety Assessments - PT Firefighters	101-402-4300-000	3,600.00
Inv 14529 Total			3,600.00
116315 Total:			3,600.00
404 - Martin-McAllister Total:			3,600.00
416 - Medica Line Item Account			
116316	04/25/2022		
Inv	May 2022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/12/2022	Health Insurance Premiums	101-407-4131-000	2,206.76
04/12/2022	Health Insurance Premiums	101-431-4131-000	1,933.24
04/12/2022	Health Insurance Premiums	101-450-4131-000	1,289.56
04/12/2022	Health Insurance Premiums	101-420-4131-000	20,212.86
04/12/2022	Health Insurance Premiums	601-494-4131-000	1,687.49
04/12/2022	Health Insurance Premiums	101-422-4131-000	2,375.70
04/12/2022	Health Insurance Premiums	101-462-4131-000	114.15
04/12/2022	Health Insurance Premiums	101-000-2041-000	9,378.16
04/12/2022	Health Insurance Premiums	602-495-4131-000	1,687.47
04/12/2022	Health Insurance Premiums	101-463-4131-000	142.68
04/12/2022	Health Insurance Premiums	101-418-4131-000	570.73
04/12/2022	Health Insurance Premiums	101-416-4131-000	570.72
04/12/2022	Health Insurance Premiums	603-496-4131-000	142.68
04/12/2022	Health Insurance Premiums	101-461-4131-000	171.22
04/12/2022	Health Insurance Premiums	101-451-4131-000	148.10
04/12/2022	Health Insurance Premiums	101-402-4131-000	570.73
04/12/2022	Health Insurance Premiums	101-421-4131-000	1,451.64
04/12/2022	Health Insurance Premiums	202-451-4131-000	3,688.76
04/12/2022	Health Insurance Premiums	101-430-4131-000	2,460.61
04/12/2022	Health Insurance Premiums	101-000-2040-000	1,099.56
Inv May 2022 Total			51,902.82
116316 Total:			51,902.82

416 - Medica Total:	51,902.82
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1463 - Menards - Blaine Line Item Account

116317 04/25/2022

Inv 32345

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/11/2022	Shiplap, super glue & corner brace - Rookery front desk	202-451-4211-000	75.28

Inv 32345 Total	75.28
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Inv 32346

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/11/2022	Prefinished boards - Rookery front desk	202-451-4211-000	18.76

Inv 32346 Total	18.76
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Inv 32408

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/12/2022	Prefinished boards, corner brace, vinyl bumpers & paint - desk	202-451-4211-000	76.21

Inv 32408 Total	76.21
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116317 Total:	170.25
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1463 - Menards - Blaine Total:	170.25
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418 - Menards - Forest Lake Line Item Account

116318 04/25/2022

Inv 82076

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2022	Shiplap, stain & poly - Rookery front desk	202-451-4211-000	55.65

Inv 82076 Total	55.65
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Inv 82247

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/04/2022	Nail gun, shiplap & canvas drop cloth - Rookery front desk	202-451-4211-000	895.55

Inv 82247 Total	895.55
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Inv 82371

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/06/2022	Wire rope cutter	101-430-4240-000	103.93

Inv 82371 Total	103.93
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Inv 82450

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
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Check Number	Check Date		Amount
04/07/2022	Transfer pump for pool operations	202-451-4211-000	64.99
Inv 82450 Total			64.99
Inv 82497			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/08/2022	Prefinished boards, plywood & WD-40 - Rookery front desk	202-451-4211-000	108.42
Inv 82497 Total			108.42
Inv 82817			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/13/2022	Prefinished board - Rookery front desk	202-451-4211-000	4.69
Inv 82817 Total			4.69
Inv 82961			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/15/2022	Mailbox repair - plow damage	101-430-4211-000	77.54
Inv 82961 Total			77.54
116318 Total:			1,310.77
418 - Menards - Forest Lake Total:			1,310.77
1169 - Meridian Energy Products Line Item Account			
116319	04/25/2022		
Inv 2204061			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/06/2022	Lighting in offices, activity center, pool & locker rooms	202-451-4300-301	2,176.00
Inv 2204061 Total			2,176.00
116319 Total:			2,176.00
1169 - Meridian Energy Products Total:			2,176.00
423 - Met Council Environmental Services Line Item Account 602-495-4405-000			
116320	04/25/2022		
Inv 0001137763			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/05/2022	May Waste Water Services	602-495-4405-000	90,644.91
Inv 0001137763 Total			90,644.91
116320 Total:			90,644.91

Check Number	Check Date		Amount
423 - Met Council Environmental Services Total:			90,644.91
420 - Met Council Environmental Services (SAC) Line Item Account			
116321	04/25/2022		
Inv	3/31/2022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	March 2022 SAC	101-000-3414-000	-323.05
03/31/2022	March 2022 SAC	101-000-2120-000	32,305.00
Inv 3/31/2022 Total			31,981.95
116321 Total:			31,981.95
420 - Met Council Environmental Services (SAC) Total:			31,981.95
421 - Metro Sales Incorporated Line Item Account			
116322	04/25/2022		
Inv	INV2020417		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/05/2022	Copier Maintenance Contract Ricoh/IM C2500 Color Copier	101-432-4410-503	212.84
Inv INV2020417 Total			212.84
Inv	INV2020418		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/05/2022	Copier Maintenance Contract Ricoh/IM C6000 Color Copier	101-432-4410-503	415.93
Inv INV2020418 Total			415.93
116322 Total:			628.77
421 - Metro Sales Incorporated Total:			628.77
450 - MN Department of Health Line Item Account			
116323	04/25/2022		
Inv	Q12022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	1st Qtr 2022 Water Connection Fee	601-000-2140-000	12,787.00
Inv Q12022 Total			12,787.00
116323 Total:			12,787.00
450 - MN Department of Health Total:			12,787.00
451 - MN Department of Labor & Industry Line Item Account 101-432-4452-000			
116324	04/25/2022		

Check Number	Check Date		Amount
Inv	ABR0280256X		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/26/2022	Boiler	202-451-4452-000	40.00
Inv ABR0280256X Total			40.00
116324 Total:			40.00
451 - MN Department of Labor & Industry Total:			40.00
477 - NAC Mechanical & Electrical Line Item Account			
116325	04/25/2022		
Inv	197046		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/12/2022	Boiler lockout for Rookery pool heat	202-451-4300-000	382.00
Inv 197046 Total			382.00
Inv	A3777-01		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2022	Removal of old condensing unit & install prep	202-451-5000-301	23,650.00
Inv A3777-01 Total			23,650.00
116325 Total:			24,032.00
477 - NAC Mechanical & Electrical Total:			24,032.00
479 - Nardini Fire Equipment Co Line Item Account			
116326	04/25/2022		
Inv	IV00197043		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/08/2022	Recharge fire extinguisher & inspection	101-420-4211-000	79.75
Inv IV00197043 Total			79.75
Inv	IV00203157		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/12/2022	Recharge fire extinguisher & inspection	202-451-4300-000	78.91
Inv IV00203157 Total			78.91
116326 Total:			158.66
479 - Nardini Fire Equipment Co Total:			158.66
480 - NCPERS Group Life Insurance Line Item Account 101-000-2040-000			

Check Number	Check Date		Amount
116250	04/15/2022		
Inv	April 2022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/15/2022	Life Insurance Premiums	101-000-2040-000	272.00
Inv April 2022 Total			272.00
			<hr/>
116250 Total:			272.00
			<hr/>
480 - NCPERS Group Life Insurance Total:			272.00
490 - Nordlund, John Line Item Account 101-450-4331-000			
116327	04/25/2022		
Inv	Q12022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	1st Qtr 2022 Stipend	101-450-4331-000	75.00
Inv Q12022 Total			75.00
			<hr/>
116327 Total:			75.00
			<hr/>
490 - Nordlund, John Total:			75.00
1450 - Occupational Health Centers of MN, P.C. Line Item Account			
116328	04/25/2022		
Inv	103535585		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/11/2022	New Hire Testing	101-402-4300-000	63.00
Inv 103535585 Total			63.00
			<hr/>
116328 Total:			63.00
			<hr/>
1450 - Occupational Health Centers of MN, P.C. Total:			63.00
508 - Optum Line Item Account			
116329	04/25/2022		
Inv	10199070007		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/07/2022	March Retiree & Cobra Fees	101-402-4410-000	80.00
Inv 10199070007 Total			80.00
			<hr/>
116329 Total:			80.00
			<hr/>
508 - Optum Total:			80.00

509 - O'Reilly Automotive Stores Line Item Account

116330 04/25/2022

Inv 5914-194077

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/15/2022	Spark plugs #399 & stock wiper blades	101-431-4221-000	198.34

Inv 5914-194077 Total 198.34

116330 Total: 198.34

509 - O'Reilly Automotive Stores Total:

198.34

522 - Performance Plus LLC Line Item Account

116331 04/25/2022

Inv 122331

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/29/2021	New Hire Testing	101-420-4300-000	233.33
10/29/2021	New Hire Testing	101-421-4300-000	204.17

Inv 122331 Total 437.50

Inv 122384

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/03/2021	New Hire Testing	101-420-4300-000	18.00

Inv 122384 Total 18.00

Inv 122385

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/03/2021	New Hire Testing	101-402-4300-000	343.00

Inv 122385 Total 343.00

Inv 122552

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/18/2022	Medical PT Firefighters	101-402-4300-000	1,600.00

Inv 122552 Total 1,600.00

Inv 122558

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/22/2022	Medical PT Firefighters	101-402-4300-000	635.00

Inv 122558 Total 635.00

Inv 122565

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/22/2022	New Hire Testing	101-402-4300-000	68.00

Check Number	Check Date		Amount
Inv 122565 Total			68.00
Inv 122569			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/28/2022	New Hire Testing	101-402-4300-000	34.00
Inv 122569 Total			34.00
116331 Total:			3,135.50
522 - Performance Plus LLC Total:			3,135.50
539 - Playpower LT Farmington, Inc. Line Item Account			
116332	04/25/2022		
Inv 1400255983			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/29/2022	Clearwater Creek Park Equipment	425-499-5000-139	79,790.00
Inv 1400255983 Total			79,790.00
116332 Total:			79,790.00
539 - Playpower LT Farmington, Inc. Total:			79,790.00
546 - Pump's Tire Service, Inc. Line Item Account			
116333	04/25/2022		
Inv 150154857			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/29/2022	Repair low tire #620	101-431-4410-000	91.00
Inv 150154857 Total			91.00
116333 Total:			91.00
546 - Pump's Tire Service, Inc. Total:			91.00
551 - Premium Waters, Inc. Line Item Account 101-432-4410-500			
116334	04/25/2022		
Inv 608417-03-22			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	Kandiyohi water	101-432-4410-500	146.18
Inv 608417-03-22 Total			146.18
116334 Total:			146.18

Check Number	Check Date		Amount
551 - Premium Waters, Inc. Total:			146.18
552 - Press Publications, Inc. Line Item Account			
116335	04/25/2022		
Inv	733943		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	Assessment and classification of property tax	101-402-4340-000	53.75
Inv 733943 Total			53.75
116335 Total:			53.75
552 - Press Publications, Inc. Total:			53.75
1092 - Quadient Finance USA, Inc. Line Item Account			
116336	04/25/2022		
Inv	4/14/2022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/14/2022	Postage Machine Postage	101-432-4322-000	500.00
Inv 4/14/2022 Total			500.00
116336 Total:			500.00
1092 - Quadient Finance USA, Inc. Total:			500.00
1862 - REACH Media Network Line Item Account			
116337	04/25/2022		
Inv	78692		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/07/2022	Annual player license, Azulle media player, CivicRec integration	202-451-4300-301	1,119.00
Inv 78692 Total			1,119.00
116337 Total:			1,119.00
1862 - REACH Media Network Total:			1,119.00
1337 - Roadkill Animal Control Line Item Account			
116338	04/25/2022		
Inv	March 2022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/29/2022	March Animal Pick-up/Disposal	101-430-4410-000	95.00
Inv March 2022 Total			95.00

Check Number	Check Date		Amount
116338 Total:			95.00
1337 - Roadkill Animal Control Total:			95.00
582 - Root, Michael Line Item Account 101-416-4331-000			
116339	04/25/2022		
Inv	Q12022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	1st Qtr 2022 Stipend	101-416-4331-000	225.00
Inv Q12022 Total			225.00
116339 Total:			225.00
582 - Root, Michael Total:			225.00
1410 - Rupp, Anderson, Squires & Waldspurger, P.A. Line Item Account			
116340	04/25/2022		
Inv	14841		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/08/2022	January Legal - Lake Amelia Woods	801-000-2300-000	329.00
04/08/2022	January Legal - Belland Farms	801-000-2354-103	869.50
04/08/2022	January Legal - Watermark Subdivision	801-000-2327-103	987.00
04/08/2022	January Legal - DNR Water Appropriation Permit Contested	601-494-4300-000	21.00
04/08/2022	January Legal - Miscellaneous	101-414-4301-000	286.40
04/08/2022	January Legal - NE Drainage Area Phase 1	422-499-4301-125	249.31
04/08/2022	January Legal - Garden Estates	801-000-2300-000	658.00
04/08/2022	January Legal - Nature's Refuge	801-000-2314-103	2,115.00
Inv 14841 Total			5,515.21
116340 Total:			5,515.21
1410 - Rupp, Anderson, Squires & Waldspurger, P.A. Total:			5,515.21
1535 - S&S Industrial Hardware Supply Line Item Account			
116341	04/25/2022		
Inv	322800		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	Stair tread assembly parts for slide	202-451-4211-000	63.45
Inv 322800 Total			63.45
116341 Total:			63.45
1535 - S&S Industrial Hardware Supply Total:			63.45

Check Number	Check Date		Amount
588 - Safety-Kleen Systems, Inc. Line Item Account			
116342	04/25/2022		
Inv	CN14587259		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/06/2022	Solvent	101-431-4211-000	50.42
Inv CN14587259 Total			50.42
116342 Total:			50.42
588 - Safety-Kleen Systems, Inc. Total:			50.42
1578 - Springbrook Holding Company, LLC Line Item Account			
116343	04/25/2022		
Inv	INV-008889		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/05/2022	March Civic Pay Credit Card Fees	101-407-4345-000	12.50
04/05/2022	March Civic Pay Credit Card Fees	602-495-4345-000	294.33
04/05/2022	March Civic Pay Credit Card Fees	603-496-4345-000	294.34
04/05/2022	March Civic Pay Credit Card Fees	601-494-4345-000	294.33
Inv INV-008889 Total			895.50
116343 Total:			895.50
1578 - Springbrook Holding Company, LLC Total:			895.50
634 - Staples Business Credit Line Item Account			
116344	04/25/2022		
Inv	1641176385		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/25/2022	Paper, envelopes, pens, post-it notes, screen wipes & tape	101-420-4200-000	217.46
Inv 1641176385 Total			217.46
116344 Total:			217.46
634 - Staples Business Credit Total:			217.46
635 - Star Tribune Line Item Account			
116345	04/25/2022		
Inv	2126032		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2022	Newspaper Subscription (4/11/22 - 4/10/23)	101-432-4410-500	218.30
Inv 2126032 Total			218.30

Check Number	Check Date		Amount
116345 Total:			218.30
635 - Star Tribune Total:			218.30
645 - Streicher's, Inc. Line Item Account			
116346	04/25/2022		
Inv	I1558412		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/22/2022	Department Ammunition	101-420-4211-000	599.83
Inv I1558412 Total			599.83
Inv	I1558442		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/22/2022	Department Ammunition	101-420-4211-000	330.40
Inv I1558442 Total			330.40
116346 Total:			930.23
645 - Streicher's, Inc. Total:			930.23
655 - TASC - Client Invoices Line Item Account			
116347	04/25/2022		
Inv	IN2349741		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	March Admin Fees	101-402-4410-000	113.90
Inv IN2349741 Total			113.90
116347 Total:			113.90
655 - TASC - Client Invoices Total:			113.90
656 - TDS Metrocom MN Line Item Account			
116348	04/25/2022		
Inv	651-464-1150		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/13/2022	Phone Services	101-432-4321-000	200.25
04/13/2022	Phone Services	601-494-4321-000	39.02
Inv 651-464-1150 Total			239.27
116348 Total:			239.27
656 - TDS Metrocom MN Total:			239.27

658 - Termont, David Line Item Account

116349	04/25/2022		
Inv	Q12022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	1st Qtr 2022 Stipend	101-450-4331-000	75.00
Inv Q12022 Total			75.00
			75.00
116349 Total:			75.00

658 - Termont, David Total:

75.00

659 - Tessman Company Line Item Account

116350	04/25/2022		
Inv	S352929-IN		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/11/2022	Mulch & annual rye	101-450-4211-000	264.00
Inv S352929-IN Total			264.00
Inv	S353010-IN		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/12/2022	Fertilizer & herbicide	101-450-4211-000	1,793.51
Inv S353010-IN Total			1,793.51
Inv	S353227-IN		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/14/2022	Fertilizer	101-450-4211-000	1,590.00
Inv S353227-IN Total			1,590.00
			3,647.51
116350 Total:			3,647.51

659 - Tessman Company Total:

3,647.51

670 - Tralle, Paul Line Item Account 101-416-4331-000

116351	04/25/2022		
Inv	Q12022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	1st Qtr 2022 Stipend	101-416-4331-000	200.00
Inv Q12022 Total			200.00
			200.00
116351 Total:			200.00

670 - Tralle, Paul Total: 200.00

681 - Twin Cities Transport & Recovery Line Item Account

116352 04/25/2022

Inv 22-0330-93377

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/30/2022	ICR #22065154	207-420-4300-000	85.00

Inv 22-0330-93377 Total 85.00

116352 Total: 85.00

681 - Twin Cities Transport & Recovery Total: 85.00

687 - U.S. Bank Visa Line Item Account

116353 04/25/2022

Inv 4/6/2022

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/06/2022	Police Technical/Tuition - J. Crowe, T. Schaaf & W. Owens	101-420-4330-000	1,050.00
04/06/2022	Amazon/Sterile lubrication packets	101-420-4211-000	25.26
04/06/2022	Shutterstock/Stock photos monthly license fee	204-499-4452-000	29.00
04/06/2022	FerrellGas/Hose, regulator & propane fill	602-495-4300-000	1,218.27
04/06/2022	Amazon/Employee appreciation	101-401-4900-000	134.82
04/06/2022	Police Technical/Tuition - J. Crowe & T. Schaff	101-420-4330-000	700.00
04/06/2022	RecSupply/Reimbursed sales tax	202-451-4211-000	-8.15
04/06/2022	Amazon/Screen protector and cases	601-494-4200-000	17.48
04/06/2022	Hilton/Lodging - K. Kraemer	101-420-4330-000	143.04
04/06/2022	Emblems Inc./100 - CSO rockers and badges	101-420-4370-000	428.00
04/06/2022	USPS/Overnight mail	101-418-4200-000	11.25
04/06/2022	Home Depot/Paint & supplies for Rookery locker rooms	202-451-4211-301	639.32
04/06/2022	4AllPromos/Name badges	202-451-4200-000	687.87
04/06/2022	Image Printing/March UB Statements	601-494-4410-000	81.23
04/06/2022	Pollution Control/License renewal classes	602-495-4452-000	81.72
04/06/2022	Home Depot/2 pipe wrenches returned to remove sales tax	101-430-4240-000	-60.99
04/06/2022	Home Depot/Gorilla construction glue	101-432-4211-503	8.97
04/06/2022	MN POST Board/Police Officer License renewals	101-420-4300-000	540.00
04/06/2022	Calibre Press/Tuition - M. DeMars	101-420-4330-000	199.00
04/06/2022	Vistaprint/Business cards - J. Mullen, A. Ulvenes & B. Finke	101-421-4200-000	18.70
04/06/2022	Amazon/Canon exchange roller kit for building printer	101-432-4200-000	66.64
04/06/2022	Galls/Road flares - 36 pack	101-420-4211-000	179.69
04/06/2022	Amazon/Antiseptic towelettes	101-420-4211-000	14.99
04/06/2022	STORM/Tuition - M. Paulson, M. Carlson & N. Hamann	101-420-4330-000	2,831.85
04/06/2022	Forest Lake Trailer/Ball Mount & hitch	402-421-5000-421	144.60
04/06/2022	BCA/Tuition - K. Tracy	101-420-4330-000	75.00
04/06/2022	Dolan Consulting/Tuition - N. Hamann	101-420-4330-000	95.00
04/06/2022	Cricut Shop/Font for Rookery & City stencils	202-451-4200-000	5.35
04/06/2022	Home Depot/2 schlage locksets	101-450-4211-000	63.94
04/06/2022	Amazon/HDMI splitter	101-421-4240-000	15.72
04/06/2022	Verizon/Monthly cellphone charges	101-421-4321-000	181.26
04/06/2022	Aquatic Education/CPO training	101-432-4330-000	329.00
04/06/2022	Holiday/Fuel for squad #314	101-431-4212-000	59.46
04/06/2022	Amazon/Leadership book	101-402-4330-000	18.79
04/06/2022	Home Depot/3/8 mechanic tool set and wire strippers	601-494-4240-000	44.97

Check Number	Check Date		Amount
04/06/2022	Image Printing/March UB Statements	601-494-4322-000	218.57
04/06/2022	MPSTMA/2022 Spring workshop	101-450-4330-000	90.00
04/06/2022	Epolice Supply/Commendation bars	101-421-4370-000	97.18
04/06/2022	BCA/Tuition - C. Schirmers	101-420-4330-000	75.00
04/06/2022	Amazon/86" TV	202-451-4240-301	1,496.99
04/06/2022	Home Depot/Misc. park supplies	101-450-4211-000	374.47
04/06/2022	Amazon/HDMI splitter	101-420-4240-000	10.98
04/06/2022	Amazon/12 utility knives	101-421-4240-000	143.88
04/06/2022	Ekit Supply/Tuition - B. Strub	101-420-4330-000	395.00
04/06/2022	Holiday/March car washes	101-431-4300-000	731.50
04/06/2022	Home Depot/2 pipe wrenches	101-430-4240-000	56.93
04/06/2022	Amazon/Steel brackets for counter tops	202-451-4211-000	404.82
04/06/2022	Positive Promotions/Night to Unite handouts	101-421-4214-000	677.31
04/06/2022	U of M/Pest App. recert training - M. Hoffman	101-450-4330-000	145.00
04/06/2022	MN State Colleges & Univ./2022 MCFOA Registration - L. Hogstad	101-402-4330-000	295.00
04/06/2022	Home Depot/New employee tools	602-495-4240-000	448.56
04/06/2022	Resilite Mat Company/2 training mat sets for Fire Station #2	101-420-4330-000	1,320.00
04/06/2022	Amazon/Calendar	101-432-4200-000	15.95
04/06/2022	Courtyard by Marriott/Lodging - L. Hogstad	101-402-4330-000	175.70
04/06/2022	Expedia/Lodging - R. DeGardner	101-451-4330-000	142.76
04/06/2022	Home Depot/New employee tools	602-495-4240-000	408.82
04/06/2022	Holiday/Fuel for squad #307	101-431-4212-000	40.02
04/06/2022	Galls/Uniform Allowance - A. Ng	101-420-4370-000	28.63
04/06/2022	Amazon/TV wall mount	202-451-4211-000	36.99
04/06/2022	Amazon/Velcro fastener	101-421-4240-000	21.90
04/06/2022	Home Depot/Lights for shop	101-432-4211-500	94.41
04/06/2022	Home Depot/Drive and impact drivers	601-494-4240-000	104.50
04/06/2022	Amazon/Voice recorder	101-420-4240-000	153.89
04/06/2022	MNDNR Wtr Permits MPARS/Annual Water permit for water use	601-494-4300-000	12,833.96
04/06/2022	BCA/Tuition - M. Carlson	101-420-4330-000	75.00
04/06/2022	Amazon/4 pack emergency tourniquets	101-420-4211-000	32.99
04/06/2022	USPCA/Tuition - K. Mabraten	101-420-4330-000	120.00
04/06/2022	NeoGov/Job posting for Building Inspector	101-402-4340-000	125.00
04/06/2022	Amazon/Tourniquets First Aid Kit	101-420-4211-000	9.90
04/06/2022	PLEAA/Membership - J. Crowe	101-420-4452-000	35.00
04/06/2022	Galls/Uniform Allowance - A. Ng	101-420-4370-000	15.08
04/06/2022	Amazon/Returned sterile lubrication packets	101-420-4211-000	-25.26
04/06/2022	Dept of Labor & Industry/Boiler renewal	101-432-4452-000	20.00
04/06/2022	Home Depot/Front desk project supplies	202-451-4211-000	152.89
04/06/2022	U of M/Pest App. recert training - T. Ulrich	101-450-4330-000	145.00
04/06/2022	Home Depot/Misc. park supplies	101-450-4211-000	349.56
04/06/2022	Amazon/Cubicle wall hook panels	101-432-4200-000	69.00
04/06/2022	Verizon/Monthly cellphone charges	101-421-4321-000	181.26
04/06/2022	Home Depot/New employee tools	601-494-4240-000	408.82
04/06/2022	Zoom/Zoom Standard Pro Annual Licenses (4)	101-407-4310-000	599.60
04/06/2022	Verizon/Monthly cellphone charges	101-420-4321-000	1,872.02
04/06/2022	Century College/Tuition - N. Clausen	101-421-4330-000	550.00
04/06/2022	Dolan Consulting/Tuition - C. Boehme	101-420-4330-000	95.00
04/06/2022	Home Depot/Front desk project supplies	202-451-4211-000	187.22
04/06/2022	Dept of Labor & Industry/Boilers License test - L. Chapman	101-432-4452-000	50.00
04/06/2022	Image Printing/March UB Statements	603-496-4410-000	81.25
04/06/2022	Century College/Tuition - J. Fronck	101-421-4330-000	495.00
04/06/2022	Amazon/Shoe coverings for building inspectors	101-432-4200-000	25.78
04/06/2022	Eckberg Lammers/Tuition - M. DeMars	101-420-4330-000	239.00
04/06/2022	Forest Lake Trailer/Reimbursed sales tax	402-421-5000-421	-9.62
04/06/2022	Image Printing/March UB Statements	603-496-4322-000	218.57
04/06/2022	Amazon/Replacement items - C. Schirmers	101-420-4200-000	173.84
04/06/2022	SLUC/Zoom webinar registration - K. Larsen	101-416-4330-000	25.00

Check Number	Check Date		Amount
04/06/2022	Century College/Tuition - M. Trembreull	101-421-4330-000	550.00
04/06/2022	Expedia/Cancelled reservation	101-451-4330-000	-142.76
04/06/2022	Verizon/Monthly cellphone charges	101-420-4321-000	1,949.21
04/06/2022	Image Printing/March UB Statements	602-495-4322-000	218.57
04/06/2022	Home Depot/2 pipe wrenches	101-430-4240-000	60.99
04/06/2022	Frattallone's/Tape measure	101-463-4240-000	21.99
04/06/2022	Amazon/Screen protector and cases	602-495-4200-000	17.48
04/06/2022	Amazon/Uniform Allowance - W. Owens	101-420-4370-000	16.39
04/06/2022	STORM/Refund for tuition	101-420-4330-000	-2,831.85
04/06/2022	Zoom/2022 subscription	101-420-4410-000	2,355.57
04/06/2022	Home Depot/3/8 mechanic tool set and wire strippers	602-495-4240-000	44.97
04/06/2022	Country Inn & Suites/Lodging - J. Bartell	101-402-4330-000	120.48
04/06/2022	Amazon/Mouse pad & wrist support	101-420-4200-000	17.96
04/06/2022	Home Depot/Drive and impact drivers	602-495-4240-000	104.50
04/06/2022	AmericInn/Lodging - K. Mobraten	101-420-4330-000	144.14
04/06/2022	Home Depot/Electric pressure washer, extension cord & brush	202-451-4211-000	404.47
04/06/2022	MN LE Explorer Assoc./Registration for Explorers competition	101-420-4213-000	950.00
04/06/2022	LL One Stop/Diesel for Toolcat	101-431-4212-000	57.24
04/06/2022	Amazon/Flash drives for police staff	101-420-4200-000	79.20
04/06/2022	Amazon/Popcorn for Earth Day	101-462-4200-000	78.74
04/06/2022	Amazon/Kitchen supplies	101-420-4200-000	19.99
04/06/2022	MN Chiefs of Police/Permit to purchase forms	101-420-4200-000	114.00
04/06/2022	Amazon/Gate openers	101-432-4211-500	104.93
04/06/2022	Conway Shield/Helmet shields	101-421-4370-000	176.42
04/06/2022	Gertens/26" self-watering planters	101-432-4211-000	1,769.70
04/06/2022	STORM/Tuition - M. Carlson & N. Hamann	101-420-4330-000	1,047.90
04/06/2022	Epolice Supply/Commendation bars	101-420-4370-000	76.17
04/06/2022	Amazon/2 replacement batteries for Bullard TIC on Aerial 11	101-421-4211-000	75.64
04/06/2022	MN State Colleges & Univ./2022 MCFOA Registration - J. Bartell	101-402-4330-000	295.00
04/06/2022	Axon/New battery for taser	101-420-4211-000	87.23
04/06/2022	Law Enforcement Targets/Reimbursed sales tax	101-420-4211-000	-7.34
04/06/2022	MN DOLI/Continuing Ed - J. Boonstra & P. Moonen	101-422-4330-000	100.00
04/06/2022	Eckberg Lammers/Tuition - S. Bergeron	101-420-4330-000	239.00
04/06/2022	National Registry of EMTs/Recertification - C. Menne	101-421-4300-000	25.00
04/06/2022	Amazon/8 SCBA mask bags, 5 sets of fat ivan door wedges	101-421-4240-000	382.83
04/06/2022	Home Depot/Cleaning wipes, screwdriver set, tape measure	101-430-4211-000	110.40
04/06/2022	Amazon/Uniform Allowance - A. Riehm	101-420-4370-000	703.95
04/06/2022	Amazon/8 large nylon rolling gear bags	101-421-4370-000	614.00
04/06/2022	Chewy/Argos food	211-420-4211-000	52.06
04/06/2022	Amazon/Returned gate openers	101-432-4211-500	-104.93
04/06/2022	Conway Shield/Helmet front	101-421-4370-000	59.84
04/06/2022	Positive Promotions/Night to Unite handouts	101-420-4214-000	924.45
04/06/2022	Police Technical/Tuition - J. Crowe	101-420-4330-000	350.00
04/06/2022	CaseGuard/Monthly subscription to BWC redaction software	101-420-4410-000	399.00
04/06/2022	Dolan Consulting/Tuition - Leibel, Owens, Boehme & Hamann	101-420-4330-000	245.00
04/06/2022	Home Depot/Misc. park supplies returned to remove sales tax	101-450-4211-000	-374.47
04/06/2022	Image Printing/March UB Statements	602-495-4410-000	81.23
04/06/2022	Calibre Press/Tuition - M. DeMars	101-420-4330-000	139.00
04/06/2022	Amazon/2 wireless mouses & iphone chargers for ipads	101-432-4200-000	39.97
04/06/2022	Police Technical/Tuition - G. Carlson	101-420-4330-000	350.00
04/06/2022	Vistaprint/Business cards - J. Mullen, A. Ulvenes & B. Finke	101-420-4200-000	60.34
04/06/2022	Home Depot/New employee tools	601-494-4240-000	448.55
04/06/2022	Quad Area Chamber Commerce/Senior Wellness Expo & Health Fai	202-451-4340-000	50.00
04/06/2022	Bill's Superette/Non-oxy for small engines	101-431-4212-000	72.88
Inv 4/6/2022 Total			50,371.70

Check Number	Check Date		Amount
116353 Total:			50,371.70
687 - U.S. Bank Visa Total:			50,371.70
690 - Unique Paving Materials Corporation Line Item Account			
116354	04/25/2022		
Inv	65784		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/24/2022	Cold mix	101-430-4224-000	325.35
Inv 65784 Total			325.35
116354 Total:			325.35
690 - Unique Paving Materials Corporation Total:			325.35
693 - Upper Cut Tree Service Line Item Account			
116355	04/25/2022		
Inv	5261		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/08/2022	Diseased Ash removals	101-463-4410-000	1,000.00
Inv 5261 Total			1,000.00
Inv	5265		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/12/2022	Hazard Ash removals	101-463-4410-000	1,800.00
Inv 5265 Total			1,800.00
116355 Total:			2,800.00
693 - Upper Cut Tree Service Total:			2,800.00
1633 - Vojtech, Nathan Line Item Account 101-416-4331-000			
116356	04/25/2022		
Inv	Q12022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	1st Qtr 2022 Stipend	101-416-4331-000	225.00
Inv Q12022 Total			225.00
116356 Total:			225.00
1633 - Vojtech, Nathan Total:			225.00

1104 - Walters Recycling & Refuse Line Item Account

116357 04/25/2022

Inv 6056437

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2022	Trash & Recycling - Dumpster	202-451-4384-000	313.31

Inv 6056437 Total 313.31

Inv 6084820

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/10/2022	Trash & Recycling	202-451-4384-000	148.31

Inv 6084820 Total 148.31

Inv 6084905

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/10/2022	Trash & Recycling	101-432-4384-502	106.83
04/10/2022	Trash & Recycling	101-432-4384-500	266.46
04/10/2022	Organic Recycling	101-462-4410-000	66.04
04/10/2022	Trash & Recycling	101-432-4384-501	36.99
04/10/2022	Trash & Recycling	101-432-4384-503	368.33
04/10/2022	Organic Recycling	101-462-4410-000	104.14
04/10/2022	Organic Recycling	101-462-4410-000	82.55
04/10/2022	Organic Recycling	101-462-4410-000	69.85

Inv 6084905 Total 1,101.19

116357 Total: 1,562.81

1104 - Walters Recycling & Refuse Total: 1,562.81

731 - Wipers & Wipes, Inc. Line Item Account

116358 04/25/2022

Inv OE-593975-1

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/22/2022	Toilet tissue & paper towels	101-432-4211-500	382.00

Inv OE-593975-1 Total 382.00

116358 Total: 382.00

731 - Wipers & Wipes, Inc. Total: 382.00

1718 - Wipperfurth, Isaac Line Item Account

116359 04/25/2022

Inv Q12022

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	1st Qtr 2022 Stipend	101-416-4331-000	225.00

Inv Q12022 Total 225.00

Check Number	Check Date	Amount
116359 Total:		225.00
1718 - Wipperfurth, Isaac Total:		225.00
1863 - WorkStrategies Line Item Account		
116360	04/25/2022	
Inv	845420056	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/09/2022	Employment Testing	101-402-4300-000
		185.00
Inv 845420056 Total		185.00
Inv	845450350	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/11/2022	Post Offer Employment Testing	101-402-4300-000
		185.00
Inv 845450350 Total		185.00
116360 Total:		370.00
1863 - WorkStrategies Total:		370.00
734 - Xcel Energy Line Item Account		
116361	04/25/2022	
Inv	April 2022-1	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/15/2022	Electric	101-430-4385-000
		4,757.97
Inv April 2022-1 Total		4,757.97
116361 Total:		4,757.97
734 - Xcel Energy Total:		4,757.97
1234 - Z Systems Line Item Account		
116362	04/25/2022	
Inv	82826	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/06/2022	TV & PressIT system	202-451-4240-301
		1,151.65
Inv 82826 Total		1,151.65
116362 Total:		1,151.65
1234 - Z Systems Total:		1,151.65

743 - Ziegler, Inc. Line Item Account

116363 04/25/2022

Inv IN000462606

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/17/2022	Replacement hydraulic hose #224	101-431-4221-000	88.34

Inv IN000462606 Total	88.34
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116363 Total:	88.34
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743 - Ziegler, Inc. Total:	88.34
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1747 - Zilka, James Line Item Account

116364 04/25/2022

Inv Q12022

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	1st Qtr 2022 Stipend	101-450-4331-000	150.00

Inv Q12022 Total	150.00
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116364 Total:	150.00
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1747 - Zilka, James Total:	150.00
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Total:	584,537.81
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Electronic Funds Transfer
MN Statute 471.38 Subd. 3

Council Meeting April 25, 2022

Transfer In/(Out)

4/8/2022 Sales & Use Tax	(520.00)
4/15/2022 Payroll #08	(162,681.85)
4/15/2022 Payroll #08 Federal Deposit	(47,415.79)
4/15/2022 Payroll #08 PERA	(51,648.00)
4/15/2022 Payroll #08 State	(11,069.20)
4/15/2022 Payroll #08 Child Support	(284.77)
4/15/2022 Payroll #08 H.S.A. Bank Pretax	(4,336.80)
4/15/2022 Payroll #08 TASC Pretax	(924.96)
4/15/2022 Payroll #08 ICMA 457 Def. Comp #301596	(3,045.00)
4/15/2022 Payroll #08 ICMA Roth IRA #706155	(905.75)
4/15/2022 Payroll #08 MSRS HCSP #98946-01	(2,109.92)
4/15/2022 Payroll #08 MSRS Def. Comp #98945-01	(3,878.00)
4/15/2022 Payroll #08 MSRS Roth IRA #98945-01	(765.00)
4/15/2022 Building Permit Surcharge	(2,804.26)
4/20/2022 TASC 2021 Finalization Settlement	(952.08)

CITY COUNCIL WORK SESSION

DRAFT

**CITY OF LINO LAKES
MINUTES**

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DATE : April 4, 2022
TIME STARTED : 6:00 p.m.
TIME ENDED : 8:48 p.m.
MEMBERS PRESENT : Councilmember Stoesz, Lyden, Ruhland,
Cavegn and Mayor Rafferty
MEMBERS ABSENT :

Staff members present: City Administrator Sarah Cotton; Community Development Director Michael Grochala; Activity Center Manager Lisa Lamey; Public Services Director Rick DeGardner; City Engineer Diane Hankee; Human Resources and Communications Manager Meg Sawyer; City Clerk Julie Bartell

1. Lakeview Area Storm Drainage Plan – City Engineer Hankee reviewed her written report, including reviewing a map of the area with the council. This is an area that traditionally has drainage issues, is scheduled for street reconstruction in 2027 and has a storm drainage plan in place that dates back to 1987. Staff is recommending that municipal utility improvements are called for and that the referenced 1987 plan be updated to provide better information going forward.

Councilmember Stoesz asked if there has been interest in lot splits in the area and Director Grochala remarked that, looking at the lots, he sees there is limited opportunity for divisions.

Mayor Rafferty remarked that springtime is a perfect time to see the issues out there. There may be even more of an urgency to getting this done.

Councilmember Cavegn asked if ponding would help and staff said plans will dictate the best options and it may be a variety of approaches. There can be a proposal put together and the council can decide from there.

2. Water Treatment Plant Next Steps – Community Development Director Grochala reviewed his written report. He noted that the City recently received the results of a water treatment plant feasibility study that recommended a conventional gravity filtration system modified for biological filtration. Authorizing plans and specifications to put the project together would be the next step. Mr. Grochala overviewed the schedule going forward from there (as included in the written report).

The council expressed interest in touring a newer water treatment facility in another city.

Councilmember Stoesz asked if it would be wise to overbuild for the future. Mr. Grochala remarked that current plans would include some room for the future and that’s probably as far as you’d want to go.

CITY COUNCIL WORK SESSION

DRAFT

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The council directed staff to move forward on getting a proposal from WSB & Associates. Councilmember Stoesz asked about the possibility of issuing an RFP or getting another proposal. Councilmember Lyden suggested that looking for efficiency will be important.

Mr. Grochala also discussed the implications of the White Bear Lake lawsuit; there should be consideration of locations and limitations.

The council asked about impacts to the neighborhood and Mr. Grochala remarked that it would be minimal and would include the same type of activities as one would see with any construction project.

Staff also noted that there may be a grant opportunity at the state level.

2. Rookery Policies, Holiday Schedule, and Rental Fee Structure Discussion –

Activity Center Manager Lamey reviewed the written report. Staff is presenting a proposed holiday schedule, rental fee schedule and policies and code of conduct. She reviewed the information:

- Center hours and days of operation – holiday closures and reduced hours reviewed; would identify certain days/periods of time for planned maintenance. Councilmember Stoesz asked if there should be any special consideration for Blue Heron Days. Councilmember Cavegn suggested looking at doing planned maintenance on days when the facility is planned to be closed for holidays. Councilmember Ruhland wondered about doing something special on New Year’s Eve; Ms. Lamey noted that in her experience special activities for kids are usually scheduled early on that day.
- Rental Rates – birthday party rates are still being developed. When asked how competitive the presented rates would be, Ms. Lamey suggested that the recommended rates would fall around 70% to 80% of the going rates. Councilmember Stoesz confirmed that people can make reservations on line. The rooms will be available for staff meetings and other internal functions but that will be a secondary use, with priority given to rental to outside parties. Mayor Rafferty asked how senior activities will fall into place at the center and staff explained that they see opportunities for senior space/use without making a specific assignment of an area; Ms. Lamey suggested that she envisions eventually looking at organized time based on popular senior functions. Director DeGardner clarified that the non-resident rate is only different for the membership fee – they would plan for other charges to be consistent for residents and non-residents.

Staff will bring an action forward for council consideration.

CITY COUNCIL WORK SESSION

DRAFT

89 Staff then handed out a Code of Conduct and Policies document. The council had not
90 reviewed the material so they would like time for review; they will revisit it at the work
91 session next Monday. Councilmember Stoesz asked that the council receive a copy of the
92 current Endurance Fitness policy. Councilmember Lyden suggested that the City
93 Attorney review the proposed document. Director DeGardner asked that the council
94 specifically look at the appeal process and decide if they would like for it to remain
95 extensive. Councilmember Stoesz asked to be informed about internet policy;
96 Administrator Cotton will take the lead on that inquiry.

97
98 **3. Blue Heron Days Update** – Public Services Director DeGardner reviewed the
99 written staff report and distributed a tentative schedule of events. Regarding the subject
100 of the parade location, Mayor Rafferty recalled previous discussion related to location and
101 the impact on City resources (i.e. public safety and public services personnel). Mr.
102 DeGardner remarked that Dorothy Rademacher is working on additional events that will
103 come forward as they are more firm. It was noted that one strong supporter of the
104 festival, the American Legion, has voiced support for keeping the parade location where
105 it has been. The other area discussed was the community green/Rookery area but there is
106 concern about the parade getting even shorter in length and the ability to attract people.
107 Ms. Rademacher added that there is a cost involved in signage and permits for the current
108 route. Mr. DeGardner noted that other parade routes (i.e. Elm Street, Birch Street) can
109 be explored for the future but it's too late for 2022.

110 Goons for Good – Ms. Rademacher said they are a non-profit that loves hockey and beer.
111 They set up hockey tournaments that bring people to town for games. Their involvement
112 in the festival would be a fundraiser and the benefactor is yet to be determined but there is
113 discussion about tying in The Rookery. Ms. Rademacher reviewed the schedule.
114 Councilmember Lyden offered his ideas: dog activities (police dog show), community
115 green space volleyball, horseshoes, kite flying, and food trucks.

116
117 **4. Public Services Department Staffing Adjustments** – Public Services Director
118 DeGardner reviewed his written report. He is requesting council consideration of filling
119 the budgeted .5 Recreation Coordinator position with a temporary part time Office
120 Assistant position. Currently, his assistant Kellie Schmidt is involved in the planning for
121 this year's Blue Heron Days festival. With the personnel change requested, Kellie would
122 be available for that planning work and the new position would provide the needed
123 assistance to back up her workload. The personnel change would provide for a budget
124 savings as well. The Office Assistant would be a seasonal position – 29 hours per week
125 for 26 weeks.

126
127 Mr. DeGardner added that, with the creation of the Blue Heron Days Committee, he
128 anticipates much more planning participation from the community that will ultimately
129 reduce the amount of City staff time. The American Legion is planning to run the corn
130 roast that the City held in the past. There is a t-ball program evolving outside of City
131 staff.

132
133 The council concurred with the recommendation.

CITY COUNCIL WORK SESSION

DRAFT

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5. Liquor License Fee Discussion – City Clerk Bartell noted that the City is preparing for the renewal of liquor licenses because the next annual licensing period commences on July 1, 2022. Ms. Bartell noted assistance provided to licensees in the past two license periods in the form of fee refunds.

The mayor spoke in favor of providing additional help. He asked about the availability of ARPA funds to supplement assistance. Administrator Cotton noted the regulations for use of ARPA and suggested it would more likely be a loss of revenue to the budget without that supplement. Mayor Rafferty remarked that permits fees in other areas are up.

Councilmember Lyden remarked that he doesn't have the same facts that supported the past assistance. Mayor Rafferty noted that restaurants are facing shorter hours; he's concerned about businesses that are hurting and doesn't want to see doors closed.

When asked about the availability of contingency funds. Ms. Cotton explained the budgeted amount.

The council discussed a partial or full waiver (partial as a way to ease away from assistance).

Councilmembers remarked on the business friendly attitude that this City wants to put forward. The council will consider an action to fully waive fees for the coming license period.

6. Personnel Policy Revisions – Administrator Cotton noted something of a shift in the type of workforce at the City. Therefore she is proposing revisions to the City's personnel policy that would define part time employment and eligibility for benefits.

Councilmember Stoesz asked about leaving the language unchanged in the funeral leave policy.

Councilmember Lyden noted Section 6.6, requiring documentation on first day back to work after being out sick. The whole paragraph strikes him as needing more discussion. Administrator Cotton explained that the language is there in case it is needed and it rarely is.

Ms. Cotton explained that she utilized the League of Minnesota Cities personnel policy guide to develop changes that are somewhat standard. She does expect there may be additional changes needed in the future as things evolve but these are changes that staff feel will work well now.

The mayor said that all council members should receive a copy of the Personnel Policy whenever amendments are approved.

CITY COUNCIL WORK SESSION

DRAFT

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7. Council Updates on Boards/Commissions, City Council

VLAWMO – Mayor Rafferty explained that the group continues doing good work; they are currently looking at grant opportunities;

Other Discussion - Councilmember Lyden noted an electronic sign that has been placed in a neighborhood announcing street sweeping and how nice it would be to add a kind message.

Councilmember Lyden also noted the very troubling situation in Ukraine; are there any ideas for what the City can do? Mayor Rafferty remarked that he agrees with the sentiment but he doesn't think that the city council is the appropriate forum.

9. Adjourn

The meeting was adjourned at 8:48 p.m.

These minutes were considered, corrected and approved at the regular Council meeting held on April 25th, 2021.

Julianne Bartell, City Clerk

Rob Rafferty, Mayor

COUNCIL MINUTES

DRAFT

**LINO LAKES CITY COUNCIL
REGULAR MEETING
MINUTES**

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DATE : April 11, 2022
TIME STARTED : 6:30 p.m.
TIME ENDED : 7:00 p.m.
MEMBERS PRESENT : Councilmember Stoesz, Lyden,
Ruhland, Cavegn and Mayor Rafferty
MEMBERS ABSENT :

Staff members present: City Administrator Sarah Cotton; Human Resources and Communications Coordinator Meg Sawyer; Rookery Activity Center Manager Lisa Lamey; Director of Public Safety John Swenson; Director of Public Services Rick DeGardner; City Clerk Julie Bartell

PUBLIC COMMENT

Melissa Miller, 8044 Woodduck Trail – told a story about a developer who built a house for free that resulted in a poor product due to lack of pride in the job. She provided a document to the council and noted that many residents, including herself, don’t take the time to follow all of the government’s work. As a result almost all of the trees behind her house have been taken down and she will be seeing regularly several new homes being built. She would implore the council to think about the people impacted by their decisions and perhaps keep trees, etc.

Administrator Cotton read a comment submitted by email by Frederick and Melanie Hedervare, 8105 Diane St. Mayor Rafferty noted that the residents are concerned about development in the area of Lake Drive and Main Streets but nothing has actually been proposed but rather a concept plan has been brought forward. He’s aware of no other communication on a project. Ms. Cotton said she will ask staff to reach out to these residents about what the process would be if something did come forward.

SETTING THE AGENDA

The agenda was approved as presented.

SPECIAL PRESENTATION

Oath of Police Service – Police Officer, Eric Heu

CONSENT AGENDA

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

ITEM **ACTION**

Consideration of Expenditures:

A) April 11, 2022, Check No. 116181 to No. 116249, in the amount of \$275,802.33 Approved

COUNCIL MINUTES

DRAFT

- 42 B) Consider Approval of March 28, 2022 Council
43 Work Session Minutes Approved
- 44 C) Consider Approval of March 28, 2022 Council
45 Minutes Approved
- 46 D) Consider Resolution No. 22-35, Approving ACRED Cost
47 Share Agreement Approved
- 48 E) Consider Approval of Personnel Policy Revisions Approved

FINANCE DEPARTMENT REPORT

49 There was no report from the Finance Department.

ADMINISTRATION DEPARTMENT REPORT

51 **3A) Consider Appointment of Activity Center Coordinator** – Human Resources and
52 Communications Manager Sawyer reviewed her written report. The candidate’s background and
53 qualifications were reviewed.
54

55 Councilmember Cavegn moved to approve the appointment of Ali Lukin as recommended.
56 Councilmember Lyden seconded the motion. Motion carried on a voice vote.

57 **3B) Consider On-Sale Liquor License Fee Waiver-** City Clerk Bartell reviewed the written staff
58 report noting that the renewal period for liquor licenses is approaching so staff is working with license
59 holders on their applications. For the last two license periods, the council has chosen to grant fee
60 relief in recognition of the negative impacts on business of the pandemic. At the last worksession, the
61 council directed staff to prepare an action that waives fees for the coming license period. The waiver
62 would apply to the on-sale licenses noted in the report and only for establishments seeking renewal.

63 Councilmember Cavegn moved to approve the waiver of on-sale liquor license fees as presented.
64 Councilmember Lyden seconded the motion. Motion carried on a voice vote. Councilmembers
65 Stoesz and Ruhland recorded as voting no.

PUBLIC SAFETY DEPARTMENT REPORT

66 **4A) Consider Resolution No. 22-37 Accepting Monetary Donation to Lino Lakes Public**
67 **Safety Canine Unit** – Public Safety Director Swenson read a letter as requested by the donator. The
68 donation is being made by Sharyn Eddleston in honor of her late husband. They are a family that
69 supports law enforcement.
70

71 With a deep sense of gratitude, Councilmember Lyden moved to accept the monetary donation as
72 recommended. Councilmember Cavegn seconded the motion. Motion carried on a voice vote.

73 **4B) Consider Hiring of Part-time Duty Crew**– Public Safety Director Swenson reviewed the
74 written staff report. He gave the history of the City’s decision to have a part-time duty crew. He
75 noted that he is confident that the candidates presented will provide excellent service. He noted the
76 names and the wages proposed.

77 Councilmember Ruhland moved to approve the appointment of the part time duty crew members as
78 recommended. Councilmember Lyden seconded the motion. Motion carried on a voice vote.

79 **4C) Consider POC Fire District Chief Promotion**– Public Safety Director Swenson reviewed the
80 written staff report recommending the promotion of Jesse Fronck to this chief position. He noted that
81 Mr. Fronck has continually demonstrated a can-do attitude and is a real asset to the department.

COUNCIL MINUTES

DRAFT

82 Councilmember Cavegn moved to approve the promotion of Jesse Fronck to the POC Fire District
83 Chief position as recommended. Councilmember Ruhland seconded the motion. Motion carried on a
84 voice vote.

85 **PUBLIC SERVICES DEPARTMENT REPORT**

86 **5A) Consider Resolution No. 22-36, Approving Rookery Activity Center Code of Conduct**
87 **and Policies, Hours of Operation, and Rental Rates** – Activity Center Director Lamey reviewed the
88 written staff report. The proposed code and policy have been carefully developed. She explained
89 how the document will be provided to members and the plans for regular updating. The rental rates
90 were developed after review of standards for the area.

91
92 Councilmember Lyden said he recognizes the tremendous amount of effort put into the documents and
93 he is thankful for the good work. Ms. Lamey indicated other staff helped with the project.

94 Councilmember Stoesz moved to approve Resolution No. 22-36 as presented. Councilmember
95 Ruhland seconded the motion. Motion carried on a voice vote.

96 **COMMUNITY DEVELOPMENT REPORT**

97 There was no report from the Community Development Department.

98 **UNFINISHED BUSINESS**

99 There was no Unfinished Business.

100

101 **NEW BUSINESS**

102 Rookery Activity Center Update – Administrator Cotton noted that staff is working diligently to get
103 the doors open. There is hiring underway. The goal for opening is spring 2022.

104

105 **COMMUNITY EVENTS**

106 There were no events announced.

107 **COMMUNITY CALENDAR**




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<i>Community Calendar – A Look Ahead</i>		
April 11, 2022 through April 25, 2022		
 Wednesday, April 13	6:30 pm, Council Chambers	Planning & Zoning Board
 Monday, April 25	6:00 pm, Community Room	Council Work Session
 Monday, April 25	6:30 pm, Council Chambers	City Council Meeting

113

114 **ADJOURN**

115

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

118

119 These minutes were considered and approved at the regular Council Meeting on April 25, 2022.

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Julianne Bartell, City Clerk

Rob Rafferty, Mayor

**CITY COUNCIL
AGENDA ITEM 1D**

STAFF ORIGINATOR: Lisa Hogstad-Osterhues, Deputy City Clerk

MEETING DATE: April 25, 2022

TOPIC: Consider Approval of Resolution 22-44, Centennial Boy Scout Troop 232 Family Outdoor Expo

VOTE REQUIRED: Simple Majority (3/5 Vote Required)

BACKGROUND:

Centennial Boy Scout Troop 232 has applied for a Special Event Permit for a Family Outdoor Expo to be held at Lino Park, 7850 Lake Drive on October 1, 2022 from 11:00 am to 5:00 pm.

The applicant is proposing to have many learning and interactive events such as: obstacle course, cub scout information, “scout walk”, boy scout knots, overview of how scouts cook while camping, model campsite select and race a sailboat, build a first aid kit, experiment with radio-controlled cars and drones, etc.

The application has been reviewed by staff, including the public services department and the public safety department. The applicant has been provided with a list of safety conditions. The applicant has agreed to comply with the conditions and to address any other safety considerations that may arise.

Therefore, staff is presenting for city council consideration a resolution authorizing the issuance of a Special Event Permit for the Centennial Boy Scout Troop 232.

A Certificate of Insurance has been submitted.

RECOMMENDATION:

Approve Resolution No. 22-44 authorizing issuance of Special Event Permit for the Centennial Boy Scout Troop.

ATTACHMENTS:

Resolution 22-44
Events Map

**CITY OF LINO LAKES
RESOLUTION NO. 22-44**

**AUTHORIZING A SPECIAL EVENT PERMIT FOR CENTENNIAL BOY SCOUT
TROOP 232 FAMILY OURDOOR EXPO ON OCTOBER 1, 2022**

WHEREAS, the Centennial Boy Scout Troop 232 has submitted an application for a special event permit; and

WHEREAS, the event plan includes many learning and interactive events such as: obstacle course, cub scout information, “scout walk”, boy scout knots, overview of how scouts cook while camping, model campsite select and race a sailboat, build a first aid kit, experiment with radio-controlled cars and drones; and

WHEREAS, the Public Services Department and the Public Safety Department has reviewed plans for the event and has provided conditions for the permit; and

WHEREAS, all fires will consist of charcoal contained in metal pans. The pans will be placed on a barrier so as to not burn the grass. There will be fire extinguisher on site and there will also be water for extinguishing the coals at the end of the event. All leftover ash and extinguished coals will be removed from the site; and

WHEREAS, the City will coordinate the renting of any additional portable restrooms, and charge the Boy Scouts; and

WHEREAS, proof of general liability insurance has been submitted to cover all events held at Lino Lakes by the Centennial Boy Scout Troop 232; and

WHEREAS, city staff has reviewed the Special Event Permit for the proposed event and is in concurrence with city regulations; and

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

That the City Council authorizes issuance of a Special Event Permit to the Centennial Boy Scout Troop 232 for the event scheduled on October 1, 2022, with conditions attached hereto.

Adopted by the Council of the City of Lino Lakes this 25th day of April, 2022.

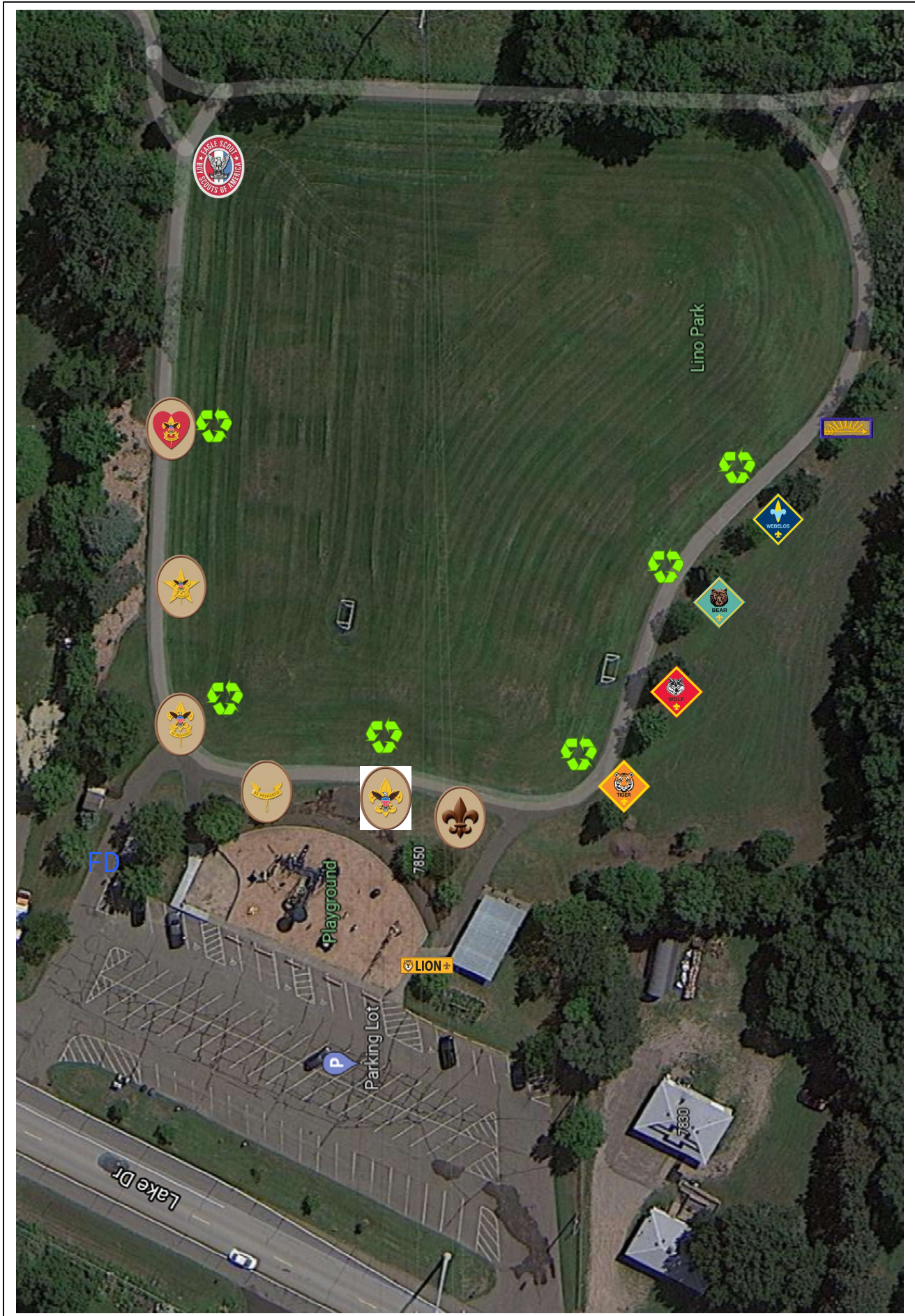
The motion for the adoption of the foregoing resolution was introduced by Council Member _____ and was duly seconded by Council Member _____ and upon vote being taken thereon, the following voted in favor thereof:

The following voted against same:

Rob Rafferty, Mayor

ATTEST:

Julianne Bartell, City Clerk



Station	Activity	Description	Host Unit
	Welcome	Registration information and Emergency services	All
	Obstacle Course	Run our challenging obstacle course. Are you fastest in your family?	Pack 232
	Unit Information Booth	Learn about the Cub Scout and Scout units in the Centennial area. When do they meet? Where do they meet? What do they do?	All
	"Scout" Walk	Similar to a cake walk except win cool prizes.	Pack 65
	STEM – "Boo Bubbles"	Interactive carbon dioxide bubbles using Dawn and dry ice.	Pack 432
	Fishing knots	Interactive hitching station to practice top 6 Scout knots	Pack 432
	Cooking Demo Dutch Oven Preview	Give families an overview of how Scouts cook food while camping.	Troop 232
	Model Campsite	Visit a model campsite and see how a typical scouting camp works.	Troop 232
	Rain Gutter Regatta	Select and race a sailboat. Race against your friend or your parent	Pack 65
	First Aid Kit	Build a First Aid kit that you and your family can use	Troop 136
	Monkey Bridge	See how the knots you learned about can be used with lashings to build a bridge. Walk across our Monkey Bridge	Troop 136
	Catapults	Launch an object across the field using a catapult	Troop 136
	R/C Cars and Drones	Experiment with radio-controlled cars and drones	Troop 65
FD	Fire/Police Department		
	Trash/Recycling		
T	Portable Toilet		

CITY COUNCIL WORK SESSION

DRAFT

**CITY OF LINO LAKES
MINUTES**

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DATE : April 11, 2022
TIME STARTED : 6:00 p.m.
TIME ENDED : 6:25 p.m.
MEMBERS PRESENT : Councilmember Stoesz, Lyden, Ruhland,
Cavegn and Mayor Rafferty
MEMBERS ABSENT :

Staff members present: City Administrator Sarah Cotton; Community Development Director Michael Grochala; Rookery Activity Center Manager Lisa Lamey; Director of Public Safety John Swenson; Public Services Director Rick DeGardner; Human Resources and Communications Coordinator Meg Sawyer; City Clerk Julie Bartell

1. Continue Review of Rookery Policies and Procedures

2. Review Regular Agenda –

Open Mike – Administrator Cotton noted that an Open Mike comment has been received in writing. She will read the email message at the council meeting. The council may want to ask staff to contact the senders to update them on their question.

ACRED Cost Share Agreement – Councilmember Cavegn asked about the benefit of belonging to this economic development partnership. Community Development Director Grochala explained how participation works – there are a number of events throughout the year to get the City’s name out and there is a certain amount of individual assistance.

Activity Center Coordinator Appointment – Ms. Sawyer reviewed her written report adding that the candidate is a former City employee who was a recreation supervisor.

On-Sale Liquor License Fee Waiver – Mayor Rafferty asked council members for their thoughts on a waiver at this time.

Councilmember Stoesz noted that the pandemic has impacted all small businesses in the City. He isn’t opposed to giving a discount on fees but he’s concerned about all businesses.

Councilmember Ruhland said he is pro-business. He has spoken to other cities and has found no one else looking at waivers. He would have difficulty looking at a full waiver.

Mayor Rafferty remarked that he originally thought of this in the frame of it being covered by COVID dollars but that has not been verified.

Councilmember Lyden asked the City Administrator for her opinion.

CITY COUNCIL WORK SESSION

DRAFT

43 Administrator Cotton noted that the council heard of the City’s knowledge of what other
44 cities are doing. There are other business licenses issued by the City if overall business
45 assistance is the council’s direction. She could do more research on whether or not
46 business assistance would qualify for federal relief funds.

47
48 Mayor Rafferty said he feels assistance is a good thing and he’s ready to move forward.

49
50 The council indicated that they would consider it this evening.

51
52 Councilmember Ruhland asked if the council would consider a reduction in fee rather
53 than a full waiver.

54
55 The council will move forward with the discussion at the council meeting.

56
57 Public Safety Monetary Donation Acceptance – Public Safety Director Swenson noted
58 that the individual who is donating the funds would like a letter read upon acceptance of
59 the gift.

60
61 Public Safety POC Fire Chief Promotion – Public Safety Director Swenson reviewed the
62 candidate’s background in fire prevention and noted that he is an excellent and responsive
63 firefighter.

64
65 Public Services, Rookery Activity Center Code of Conduct and Policies – Activity Center
66 Manager Lamey answered a question about how notification of membership will occur
67 and when updating/amendments will be considered on a regular basis.

68
69 Councilmember Lyden asked if staff is comfortable with the policy as it relates to 15, 16
70 and 17 year olds. Ms. Lamey noted how certain rules will be communicated and how
71 parents will be involved if necessary.

72 **3. Adjourn**

73
74 The meeting was adjourned at 6:25 p.m.

75
76 These minutes were considered, corrected and approved at the regular Council meeting held on
77 April 25, 2021.

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82 _____
Julianne Bartell, City Clerk

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82 _____
Rob Rafferty, Mayor

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**CITY COUNCIL
AGENDA ITEM 1F**

STAFF ORIGINATOR: Lisa Hogstad-Osterhues, Deputy City Clerk

MEETING DATE: April 25, 2022

TOPIC: Consider Approval of Resolution 22-43, Blue Heron Elementary School and PTO Family Fun Day

VOTE REQUIRED: Simple Majority (3/5 Vote Required)

BACKGROUND:

The Blue Heron Elementary School and PTO has applied for a Special Event Permit for Saturday, May 20, 2022.

The applicant is proposing to have food trucks, a DJ, craft vendors and a silent auction, located at the Blue Heron Elementary School at 405 Elm Street.

The application has been reviewed by staff, including the public safety department. The applicant has been provided with a list of safety conditions. The applicant has agreed to comply with the conditions and to address any other safety considerations that may arise.

Therefore, staff is presenting for city council consideration a resolution authorizing the issuance of a Special Event Permit for Blue Heron Elementary School and PTO.

A Certificate of Insurance has been submitted by Centennial School District to the City for this event.

RECOMMENDATION:

Approve Resolution No. 22-43 authorizing issuance of Special Event Permit for the Blue Heron Elementary School and PTO Family Fun Day.

ATTACHMENTS:

Resolution 22-43

**CITY OF LINO LAKES
RESOLUTION NO. 22-43**

**AUTHORIZING A SPECIAL EVENT PERMIT FOR BLUE HERON ELEMENTARY
SCHOOL AND PTO FAMILY FUN DAY ON MAY 20, 2022**

WHEREAS, the Blue Heron Elementary School and PTO has submitted an application for a special event permit; and

WHEREAS, the event plan includes a DJ outdoors from 4:00 p.m. to 8:00 p.m. Saturday, May 20, 2022 as well as various food trucks, craft vendors and a silent auction; and

WHEREAS, the Public Safety Department has reviewed plans for the event and has provided conditions for the permit; and

WHEREAS, the food truck vendors are required to contact the Anoka County Environmental Services at 763-324-4260 for permission to operate in the City; and

WHEREAS, the food truck vendors are required to provide their state licensing information as well as Anoka County Environmental Services licensing to the Blue Heron Elementary School and PTO; and

WHEREAS, the Public Safety Department requires food vendors to be at least 20 feet from the structures; and

WHEREAS, proof of general liability insurance has been submitted by Centennial School District to cover all events held on the Centennial School District property; and

WHEREAS, the school will be open for restroom use as well as the nurse's station if needed;

WHEREAS, city staff has reviewed the Special Event Permit for the festival event for concurrence with city regulations; and

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

That the City Council authorizes issuance of a Special Event Permit to the Blue Heron Elementary School and PTO for the event scheduled on May 20, 2022, with conditions attached hereto.

Adopted by the Council of the City of Lino Lakes this 25th day of April, 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 3A**

STAFF ORIGINATOR: Sarah Cotton, City Administrator

MEETING DATE: April 25, 2022

TOPIC: Consider Resolution No. 22-45, Establishing the Compensation Plan for Part-Time Rookery Activity Center Personnel

VOTE REQUIRED: 3/5

INTRODUCTION

The City Council is being asked to consider approval of Resolution No. 22-45, Establishing the Compensation Plan for Part-Time Rookery Activity Center Personnel.

BACKGROUND

On June 28, 2001 the City Council accepted the Recreation and Aquatic Center Feasibility Study, prepared by ISG and during the work session on November 1, 2021 affirmed the opening of a Lino Lakes Recreation Center.

The feasibility study includes recommendations regarding full-time and part-time staffing needs for the Rookery Activity Center. Staff has reviewed the hourly rates for part-time personnel included in the feasibility study, as well as hourly rates of pay for comparable positions in the metro area. Based on this review and to help ensure a successful recruitment effort, staff is recommending the following hourly rate ranges for part-time positions at the Rookery Activity Center:

Position Title	Range Min	Range Max
Aquatic Fitness Instructor	\$21.00	\$25.00
Aquatics Lead	\$16.00	\$20.00
Child Watch Attendant	\$13.00	\$15.00
Custodial Maintenance Worker	\$20.00	\$25.00
Guest Services Representative	\$13.00	\$15.00
Lifeguard	\$13.00	\$17.00
Manager on Duty	\$16.00	\$20.00
Recreation Attendant	\$10.50	\$15.00
Swim Instructor	\$14.00	\$20.00

RECOMMENDATION

Staff is recommending approval of Resolution No. 22-45.

ATTACHMENTS

Resolution No. 22-45, Establishing the Compensation Plan for Part-Time Rookery Activity Center Personnel

**CITY OF LINO LAKES
RESOLUTION NO. 22-45**

**RESOLUTION ESTABLISHING THE COMPENSATION PLAN FOR PART-TIME
ROOKERY ACTIVITY CENTER PERSONNEL**

WHEREAS, Section 207.04 of the Code of Ordinances requires the City Administrator to establish and maintain a compensation plan for all positions in the City, which is to be reviewed and approved by the City Council; and

WHEREAS, the City of Lino Lakes will be opening the Rookery Activity Center and providing fitness, aquatics, and various recreational programming opportunities to the community; and

WHEREAS, part-time employees are a key component of the staffing model of the activity center; and

WHEREAS, the hourly wages of part-time Rookery personnel are essential to an effective recruitment and retention program.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lino Lakes that the city does hereby establish the compensation plan for part-time Rookery Activity Center personnel as follows:

Position Title	Range Min	Range Max
Aquatic Fitness Instructor	\$21.00	\$25.00
Aquatics Lead	\$16.00	\$20.00
Child Watch Attendant	\$13.00	\$15.00
Custodial Maintenance Worker	\$20.00	\$25.00
Guest Services Representative	\$13.00	\$15.00
Lifeguard	\$13.00	\$17.00
Manager on Duty	\$16.00	\$20.00
Recreation Attendant	\$10.50	\$15.00
Swim Instructor	\$14.00	\$20.00

Adopted by the City Council of the City of Lino Lakes this 25th day of April 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 3B**

STAFF ORIGINATOR: Meg Sawyer, HR and Communications Manager

MEETING DATE: April 25, 2022

TOPIC: Approve the Hiring of Part-Time Staff for The Rookery

VOTE REQUIRED: 3/5

INTRODUCTION

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

BACKGROUND

As we continue to move forward with the opening of the new activity center, staff is seeking approval to hire part-time personnel to work at The Rookery.

The recruiting process has started with interviewing and background investigations. This process has identified candidates that will be a great addition to our staff at The Rookery.

RECOMMENDATION

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

- Lauren Shier, Lifeguard
- Alexis Ready, Lifeguard
- Kaden Herrera, Lifeguard
- Marty Asleson, Lifeguard
- Aidan Ford, Lifeguard
- Amanda Stoltzman, Guest Services Representative
- Jodi McGregor, Guest Services Representative
- Callie Huntington, Guest Services Representative
- Roxanne Newton, Guest Services Representative
- Kelly Siler, Guest Services Representative
- Daniel Nordine, Guest Services Representative
- Ann Christenson, Guest Services Representative

Start dates vary based on position, training schedule, and facility opening date.

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

ATTACHMENTS

None

**CITY COUNCIL
AGENDA ITEM 5A**

STAFF ORIGINATOR: Diane Hankee, City Engineer

MEETING DATE: April 25, 2022

TOPIC: Consider Resolution No. 22-41, Accepting Quotes and Awarding a Construction Contract, 2022 Parking Lot Improvement Project

VOTE REQUIRED: 3/5 Vote Required

INTRODUCTION

Staff is requesting authorization to accept quotes and award the construction contract for the 2022 Parking Lot Improvement Project.

BACKGROUND

The 2022 Parking Lot Improvement Project includes milling and repaving the parking lot at the Rookery Activity Center, restriping the parking areas, and spot curb and gutter repairs. The project also includes turn lane striping on Town Center Parkway.

Quotes for the project were received on Tuesday, April 19th, 2022.

CONTRACTOR	TOTAL QUOTE
Bituminous Roadways, Inc.	\$156,233.15
North Valley, Inc.	\$156,688.61
Muellner Blacktop, Inc.	Did Not Quote
T.A. Schifsky & Sons, Inc.	Did Not Quote

The low bid was submitted by Bituminous Roadways, Inc. in the amount of \$156,233.15. Bituminous Roadways, Inc. has adequately completed numerous projects in the City of Lino Lakes. Funding for the project is through ARPA funds. The completion date for this project is June 30th, 2022.

RECOMMENDATION

Staff recommends adoption of Resolution No. 22-41 accepting quotes and awarding a construction contract for the 2022 Parking Lot Improvement Project, in the amount of \$156,233.15 to Bituminous Roadways, Inc.

ATTACHMENTS

1. Resolution No. 22-41

**CITY OF LINO LAKES
RESOLUTION NO. 22-41**

**RESOLUTION ACCEPTING QUOTES, AND AWARDING A CONSTRUCTION
CONTRACT, 2022 PARKING LOT IMPROVEMENT PROJECT**

WHEREAS, pursuant to a request for quotes for the construction of the 2022 Parking Lot Improvement Project, quotes were received, and tabulated:

CONTRACTOR	TOTAL QUOTE
Bituminous Roadways, Inc.	\$156,233.15
North Valley, Inc.	\$156,688.61
Muellner Blacktop, Inc.	Did Not Quote
T.A. Schifsky & Sons, Inc.	Did Not Quote

WHEREAS, it appears that Bituminous Roadways, Inc. is the lowest responsible bidder; and

WHEREAS, the funding for the project is from ARPA funds; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lino Lakes that the Mayor and Clerk are hereby authorized and directed to enter into a contract with Bituminous Roadways, Inc. for the construction of the 2022 Parking Lot Improvement Project in the amount of \$156,233.15;

Adopted by the Council of the City of Lino Lakes this 25th day of April, 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 6A**

STAFF ORIGINATOR: Diane Hankee PE, City Engineer

MEETING DATE: April 25, 2022

TOPIC: 2022 East Shadow Lake Drive Utility Project

- i. Consider Resolution No. 22-38, Accepting bids, Awarding a Construction Contract
- ii. Consider Resolution No. 22-39, 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 East Shadow Lake Drive Utility Project.

BACKGROUND

On February 14, 2022, the City Council ordered the project and authorized the advertisement for bid for the 2022 East Shadow Lake Drive Utility Project. The proposed improvements include replacement of sagging sanitary pipes, replacement of sanitary 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.

Bids were received on Tuesday, April 19, 2022. A total of 4 bids were received and are summarized below:

CONTRACTOR	TOTAL BASE BID
Dresel Contracting, Inc.	\$547,438.11
Northdale Construction Company, Inc.	\$675,676.43
Meyer Contracting, Inc.	\$682,927.35
T.A. Schifsky & Sons, Inc.	\$689,848.61

The low bid was submitted by Dresel Contracting, Inc. in the amount of \$547,438.11 for the base bid.

The total estimated project cost for the 2022 East Shadow Lake Drive Utility Project, including soft costs and contingencies, is \$670,000. The project will be funded through the City’s Sewer 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 East Shadow Lake Drive Project in the amount of \$35,300.

RECOMMENDATION

Staff recommends adoption of Resolution No. 22-38, Accepting the Bid and Awarding a Construction Contract for the 2022 East Shadow Lake Drive Project in the amount of \$547,438.11 to Dresel Contracting, Inc., and adoption of Resolution No. 22-39, Approving the Construction Services Contract with WSB for the 2022 East Shadow Lake Drive Utility Project, in the amount of \$35,300.

ATTACHMENTS

1. Resolutions 22-38 & 22-39
2. Bid Tabulation
3. WSB Proposal

**CITY OF LINO LAKES
RESOLUTION NO. 22-38**

**ACCEPTING BASE BID AND AWARDING A CONSTRUCTION CONTRACT
2022 EAST SHADOW LAKE DRIVE UTILITY PROJECT**

WHEREAS, pursuant to an advertisement for bids for the construction of the 2022 East Shadow Lake Drive Utility 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
Dresel Contracting, Inc.	\$547,438.11
Northdale Construction Company, Inc.	\$675,676.43
Meyer Contracting, Inc.	\$682,927.35
T.A. Schifsky & Sons, Inc.	\$689,848.61

WHEREAS, it appears that Dresel Contracting, 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 Dresel Contracting, Inc., in the amount of \$547,438.11 by the name of the City of Lino Lakes for the Base Bid construction of the 2022 East Shadow Lake Drive Utility 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 bidders 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 25th day of April, 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. 22-39**

**APPROVING THE CONSTRUCTION SERVICES CONTRACT
2022 EAST SHADOW LAKE DRIVE UTILITY PROJECT**

WHEREAS, pursuant to the City Council awarding a construction contract to Dresel Contracting, Inc. in the amount of \$547,438.11, on April 25, 2022; and

WHEREAS, WSB and Associates has submitted a proposal to complete the construction services for the 2022 East Shadow Lake Drive Utility Project in the amount of \$35,300; 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 East Shadow Lake Drive Utility Project.

Adopted by the Council of the City of Lino Lakes this 25th day of April, 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

2022 East Shadow Lake Drive Utility Project (#8144580)

City of Lino Lakes, MN

WSB Project No. 017705-000

Bid Opening: Tuesday, April 19, 2022, at 10:00 am



 DENOTES CORRECTED FIGURE

Line No.	Material No.	Item	Units	Quantity	Engineer's Estimate		Dresel Contracting Inc.		Northdale Construction Company, Inc.	
					Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
A. SURFACE IMPROVEMENTS										
1	2021.501	MOBILIZATION	LS	1	\$21,132.00	\$21,132.00	\$54,450.00	\$54,450.00	\$16,765.95	\$16,765.95
2	2104.502	SALVAGE SIGN	EACH	3	\$150.00	\$450.00	\$60.00	\$180.00	\$42.00	\$126.00
3	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	L F	24	\$6.00	\$144.00	\$6.60	\$158.40	\$10.50	\$252.00
4	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	L F	177	\$4.00	\$708.00	\$3.30	\$584.10	\$6.30	\$1,115.10
5	2104.503	REMOVE CURB & GUTTER	L F	798	\$10.00	\$7,980.00	\$2.42	\$1,931.16	\$5.22	\$4,165.56
6	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	S Y	38	\$10.00	\$380.00	\$4.78	\$181.64	\$15.65	\$594.70
7	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	S Y	168	\$8.00	\$1,344.00	\$2.16	\$362.88	\$10.43	\$1,752.24
8	2104.504	REMOVE BITUMINOUS PAVEMENT	S Y	1354	\$5.00	\$6,770.00	\$1.93	\$2,613.22	\$7.58	\$10,263.32
9	2104.601	SALVAGE AND REINSTALL LANDSCAPE STRUCTURES	L S	1	\$5,000.00	\$5,000.00	\$1,996.50	\$1,996.50	\$7,875.00	\$7,875.00
10	2106.507	EXCAVATION - COMMON (P)	C Y	449	\$18.00	\$8,082.00	\$12.25	\$5,500.25	\$41.74	\$18,741.26
11	2106.507	EXCAVATION - SUBGRADE (P)	C Y	942	\$35.00	\$32,970.00	\$17.87	\$16,833.54	\$41.74	\$39,319.08
12	2106.507	SELECT GRANULAR EMBANKMENT (CV) (P)	C Y	942	\$10.00	\$9,420.00	\$22.53	\$21,223.26	\$55.61	\$52,384.62
13	2106.601	DEWATERING	LS	1	\$15,000.00	\$15,000.00	\$0.01	\$0.01	\$27,050.00	\$27,050.00
14	2108.504	GEOTEXTILE FABRIC TYPE 5	S Y	3552	\$3.00	\$10,656.00	\$1.77	\$6,287.04	\$3.86	\$13,710.72
15	2112.519	SUBGRADE PREPARATION	RDST	4.7	\$500.00	\$2,350.00	\$252.77	\$1,188.02	\$469.57	\$2,206.98
16	2123.61	SKID LOADER	HOURL	10	\$125.00	\$1,250.00	\$99.00	\$990.00	\$208.70	\$2,087.00
17	2123.61	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	25	\$150.00	\$3,750.00	\$147.84	\$3,696.00	\$141.75	\$3,543.75
18	2130.523	WATER	MGAL	50	\$75.00	\$3,750.00	\$36.96	\$1,848.00	\$62.61	\$3,130.50
19	2211.507	AGGREGATE BASE (CV) CLASS 5 (P)	C Y	329	\$35.00	\$11,515.00	\$35.43	\$11,656.47	\$56.51	\$18,591.79
20	2331.603	JOINT ADHESIVE	L F	794	\$1.00	\$794.00	\$1.55	\$1,230.70	\$1.58	\$1,254.52
21	2360.504	TYPE SP 9.5 WEAR CRS MIX(2,C) 3.0" THICK	S Y	167	\$28.00	\$4,676.00	\$43.49	\$7,262.83	\$69.33	\$11,578.11
22	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,C)	TON	126	\$100.00	\$12,600.00	\$113.57	\$14,309.82	\$128.67	\$16,212.42
23	2360.509	TYPE SP 12.5 NON WEAR COURSE MIX (2,C)	TON	251	\$100.00	\$25,100.00	\$102.46	\$25,717.46	\$104.45	\$26,216.95
24	2504.602	IRRIGATION SYSTEM REPAIR	EACH	3	\$150.00	\$450.00	\$420.00	\$1,260.00	\$782.61	\$2,347.83
25	2531.503	CONCRETE CURB & GUTTER DESIGN B618	L F	794	\$24.00	\$19,056.00	\$26.78	\$21,263.32	\$20.84	\$16,546.96
26	2531.504	7" CONCRETE DRIVEWAY PAVEMENT	S Y	38	\$80.00	\$3,040.00	\$101.97	\$3,874.86	\$116.75	\$4,436.50
27	2540.602	TEMPORARY MAIL BOX	EACH	16	\$150.00	\$2,400.00	\$36.00	\$576.00	\$183.75	\$2,940.00
28	2557.602	REPAIR DOG FENCE	EACH	3	\$150.00	\$450.00	\$594.00	\$1,782.00	\$782.61	\$2,347.83
29	2563.601	TRAFFIC CONTROL	LS	1	\$10,000.00	\$10,000.00	\$1,740.00	\$1,740.00	\$1,286.25	\$1,286.25
30	2564.602	INSTALL SALVAGED SIGN	EACH	3	\$150.00	\$450.00	\$440.00	\$1,320.00	\$341.25	\$1,023.75
31	2573.501	STABILIZED CONSTRUCTION EXIT	LS	1	\$1,500.00	\$1,500.00	\$1,962.00	\$1,962.00	\$9,375.00	\$9,375.00
32	2573.502	STORM DRAIN INLET PROTECTION	EACH	6	\$150.00	\$900.00	\$132.00	\$792.00	\$365.19	\$2,191.14

Bid Tabulation

2022 East Shadow Lake Drive Utility Project (#8144580)

City of Lino Lakes, MN

WSB Project No. 017705-000

Bid Opening: Tuesday, April 19, 2022, at 10:00 am



 DENOTES CORRECTED FIGURE

Line No.	Material No.	Item	Units	Quantity	Engineer's Estimate		Dresel Contracting Inc.		Northdale Construction Company, Inc.	
					Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
33	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	L F	650	\$4.00	\$2,600.00	\$3.61	\$2,346.50	\$6.26	\$4,069.00
34	2574.507	COMMON TOPSOIL BORROW	C Y	200	\$38.00	\$7,600.00	\$46.35	\$9,270.00	\$46.96	\$9,392.00
35	2575.504	SODDING TYPE LAWN	S Y	1022	\$15.00	\$15,330.00	\$11.40	\$11,650.80	\$10.45	\$10,679.90
						\$249,597.00		\$238,038.78		\$345,573.73
B. SANITARY SEWER IMPROVEMENTS										
36	2104.502	REMOVE MANHOLE	EACH	2	\$750.00	\$1,500.00	\$550.00	\$1,100.00	\$1,043.48	\$2,086.96
37	2104.502	REMOVE CASTING	EACH	2	\$250.00	\$500.00	\$275.00	\$550.00	\$260.87	\$521.74
38	2104.503	REMOVE SEWER PIPE (SANITARY)	L F	392	\$12.00	\$4,704.00	\$16.84	\$6,601.28	\$5.22	\$2,046.24
39	2104.503	REMOVE SANITARY SERVICE PIPE	L F	212	\$14.00	\$2,968.00	\$31.13	\$6,599.56	\$5.22	\$1,106.64
40	2123.61	UTILITY CREW	HOUR	10	\$150.00	\$1,500.00	\$113.00	\$1,130.00	\$1,500.00	\$15,000.00
41	2503.601	SANITARY SEWER BYPASS PUMPING	L S	1	\$15,000.00	\$15,000.00	\$9,350.00	\$9,350.00	\$0.01	\$0.01
42	2503.602	CONNECT TO EXISTING SANITARY SEWER	EACH	3	\$1,200.00	\$3,600.00	\$1,921.33	\$5,763.99	\$1,577.88	\$4,733.64
43	2503.602	CONNECT TO EXISTING SANITARY SEWER SER	EACH	7	\$750.00	\$5,250.00	\$1,447.29	\$10,131.03	\$524.89	\$3,674.23
44	2503.602	10"X4" PVC WYE	EACH	7	\$550.00	\$3,850.00	\$655.29	\$4,587.03	\$637.89	\$4,465.23
45	2503.603	10" PVC PIPE SEWER SDR 26	L F	392	\$50.00	\$19,600.00	\$98.75	\$38,710.00	\$100.35	\$39,337.20
46	2503.603	4" PVC SANITARY SERVICE PIPE	L F	212	\$22.00	\$4,664.00	\$90.72	\$19,232.64	\$71.71	\$15,202.52
47	2506.502	CASTING ASSEMBLY	EACH	2	\$350.00	\$700.00	\$605.00	\$1,210.00	\$1,342.51	\$2,685.02
48	2506.603	CONSTRUCT 48" DIA SANITARY MANHOLE	L F	30.5	\$425.00	\$12,962.50	\$730.96	\$22,294.28	\$663.41	\$20,234.01
						\$76,798.50		\$127,259.81		\$111,093.44
C. WATER MAIN IMPROVEMENTS										
49	2104.502	REMOVE GATE VALVE & BOX	EACH	3	\$150.00	\$450.00	\$709.33	\$2,127.99	\$208.70	\$626.10
50	2104.502	REMOVE CURB STOP & BOX	EACH	7	\$175.00	\$1,225.00	\$608.00	\$4,256.00	\$260.87	\$1,826.09
51	2104.502	REMOVE HYDRANT	EACH	1	\$1,000.00	\$1,000.00	\$1,064.00	\$1,064.00	\$782.61	\$782.61
52	2104.503	REMOVE WATER MAIN	L F	358	\$12.00	\$4,296.00	\$8.92	\$3,193.36	\$10.43	\$3,733.94
53	2104.503	REMOVE WATER SERVICE PIPE	L F	213	\$14.00	\$2,982.00	\$24.98	\$5,320.74	\$5.22	\$1,111.86
54	2123.61	UTILITY CREW	HOUR	10	\$150.00	\$1,500.00	\$106.40	\$1,064.00	\$1,500.00	\$15,000.00
55	2504.601	TEMPORARY WATER SERVICE	L S	1	\$15,000.00	\$15,000.00	\$7,616.00	\$7,616.00	\$12,000.00	\$12,000.00
56	2504.602	CONNECT TO EXISTING WATER MAIN	EACH	3	\$1,200.00	\$3,600.00	\$1,941.33	\$5,823.99	\$3,449.66	\$10,348.98
57	2504.602	CONNECT TO EXISTING WATER SERVICE	EACH	7	\$750.00	\$5,250.00	\$1,131.20	\$7,918.40	\$320.27	\$2,241.89
58	2504.602	HYDRANT	EACH	1	\$4,200.00	\$4,200.00	\$7,952.00	\$7,952.00	\$7,025.99	\$7,025.99
59	2504.602	1" CORPORATION STOP	EACH	7	\$350.00	\$2,450.00	\$1,006.40	\$7,044.80	\$481.99	\$3,373.93

Bid Tabulation

2022 East Shadow Lake Drive Utility Project (#8144580)

City of Lino Lakes, MN

WSB Project No. 017705-000

Bid Opening: Tuesday, April 19, 2022, at 10:00 am



DENOTES CORRECTED FIGURE

Line No.	Material No.	Item	Units	Quantity	Engineer's Estimate		Dresel Contracting Inc.		Northdale Construction Company, Inc.	
					Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
60	2504.602	6" GATE VALVE & BOX	EACH	2	\$2,000.00	\$4,000.00	\$3,528.00	\$7,056.00	\$2,662.91	\$5,325.82
61	2504.602	12" GATE VALVE & BOX	EACH	2	\$3,500.00	\$7,000.00	\$6,860.00	\$13,720.00	\$5,621.78	\$11,243.56
62	2504.602	1" CURB STOP & BOX	EACH	6	\$425.00	\$2,550.00	\$1,000.53	\$6,003.18	\$525.18	\$3,151.08
63	2504.602	SACRIFICIAL ANODE BAG (32 LB)	EACH	2	\$200.00	\$400.00	\$722.40	\$1,444.80	\$662.74	\$1,325.48
64	2504.603	1" TYPE K COPPER PIPE	L F	213	\$25.00	\$5,325.00	\$52.28	\$11,135.64	\$72.79	\$15,504.27
65	2504.603	6" PVC WATERMAIN	L F	18	\$40.00	\$720.00	\$75.91	\$1,366.38	\$84.56	\$1,522.08
66	2504.603	12" PVC WATERMAIN	L F	345	\$42.00	\$14,490.00	\$95.25	\$32,861.25	\$103.98	\$35,873.10
67	2504.604	4" POLYSTYRENE INSULATION	S Y	25	\$35.00	\$875.00	\$58.91	\$1,472.75	\$67.98	\$1,699.50
68	2504.608	DUCTILE IRON FITTINGS	LB	500	\$8.00	\$4,000.00	\$17.92	\$8,960.00	\$26.69	\$13,345.00
						\$81,313.00		\$137,401.28		\$147,061.28
D. STORM SEWER IMPROVEMENTS										
69	2104.502	REMOVE CASTING	EACH	6	\$250.00	\$1,500.00	\$177.33	\$1,063.98	\$260.87	\$1,565.22
70	2104.502	REMOVE DRAINAGE STRUCTURE	EACH	6	\$600.00	\$3,600.00	\$354.67	\$2,128.02	\$1,043.48	\$6,260.88
71	2104.503	REMOVE SEWER PIPE (STORM)	L F	162	\$8.00	\$1,296.00	\$19.70	\$3,191.40	\$20.87	\$3,380.94
72	2502.503	4" PERF PE PIPE DRAIN	L F	400	\$8.00	\$3,200.00	\$6.66	\$2,664.00	\$30.27	\$12,108.00
73	2503.503	15" RC PIPE SEWER DES 3006 CL V	L F	93	\$62.00	\$5,766.00	\$75.76	\$7,045.68	\$99.35	\$9,239.55
74	2503.503	24" RC PIPE SEWER DES 3006 CL III	L F	60	\$74.00	\$4,440.00	\$117.04	\$7,022.40	\$121.80	\$7,308.00
75	2503.602	CONNECT TO EXISTING STORM SEWER	EACH	2	\$1,200.00	\$2,400.00	\$532.00	\$1,064.00	\$2,415.43	\$4,830.86
76	2506.502	CASTING ASSEMBLY	EACH	3	\$350.00	\$1,050.00	\$672.00	\$2,016.00	\$1,521.49	\$4,564.47
77	2506.503	CONST DRAINAGE STRUCTURE DES 48-4020	L F	9.3	\$600.00	\$5,580.00	\$699.22	\$6,502.75	\$868.83	\$8,080.12
78	2506.503	CONST DRAINAGE STRUCTURE DES 60-4020	L F	4.2	\$700.00	\$2,940.00	\$1,346.67	\$5,656.01	\$1,445.95	\$6,072.99
79	2506.602	CONST DRAINAGE STRUCTURE DESIGN SPEC (2'X3')	EACH	3	\$1,500.00	\$4,500.00	\$2,128.00	\$6,384.00	\$2,845.65	\$8,536.95
						\$36,272.00		\$44,738.24		\$71,947.98
BASE BID TOTAL:						\$443,980.50		\$547,438.11		\$675,676.43

Bid Tabulation

2022 East Shadow Lake Drive Utility Project (#8144580)

City of Lino Lakes, MN

WSB Project No. 017705-000

Bid Opening: Tuesday, April 19, 2022, at 10:00 am



 DENOTES CORRECTED FIGURE

Line No.	Material No.	Item	Units	Quantity	Engineer's Estimate		Meyer Contracting Inc.		T. A. Schifsky & Sons, Inc	
					Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
A. SURFACE IMPROVEMENTS										
1	2021.501	MOBILIZATION	LS	1	\$21,132.00	\$21,132.00	\$34,126.00	\$34,126.00	\$34,000.00	\$34,000.00
2	2104.502	SALVAGE SIGN	EACH	3	\$150.00	\$450.00	\$40.00	\$120.00	\$50.00	\$150.00
3	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	L F	24	\$6.00	\$144.00	\$3.50	\$84.00	\$3.00	\$72.00
4	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	L F	177	\$4.00	\$708.00	\$2.50	\$442.50	\$3.00	\$531.00
5	2104.503	REMOVE CURB & GUTTER	L F	798	\$10.00	\$7,980.00	\$2.40	\$1,915.20	\$7.00	\$5,586.00
6	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	S Y	38	\$10.00	\$380.00	\$11.50	\$437.00	\$10.00	\$380.00
7	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	S Y	168	\$8.00	\$1,344.00	\$6.50	\$1,092.00	\$8.00	\$1,344.00
8	2104.504	REMOVE BITUMINOUS PAVEMENT	S Y	1354	\$5.00	\$6,770.00	\$4.60	\$6,228.40	\$5.00	\$6,770.00
9	2104.601	SALVAGE AND REINSTALL LANDSCAPE STRUCTURES	L S	1	\$5,000.00	\$5,000.00	\$504.00	\$504.00	\$1,500.00	\$1,500.00
10	2106.507	EXCAVATION - COMMON (P)	C Y	449	\$18.00	\$8,082.00	\$44.00	\$19,756.00	\$33.00	\$14,817.00
11	2106.507	EXCAVATION - SUBGRADE (P)	C Y	942	\$35.00	\$32,970.00	\$45.00	\$42,390.00	\$33.00	\$31,086.00
12	2106.507	SELECT GRANULAR EMBANKMENT (CV) (P)	C Y	942	\$10.00	\$9,420.00	\$47.25	\$44,509.50	\$25.00	\$23,550.00
13	2106.601	DEWATERING	LS	1	\$15,000.00	\$15,000.00	\$41,005.00	\$41,005.00	\$38,000.00	\$38,000.00
14	2108.504	GEOTEXTILE FABRIC TYPE 5	S Y	3552	\$3.00	\$10,656.00	\$2.80	\$9,945.60	\$2.50	\$8,880.00
15	2112.519	SUBGRADE PREPARATION	RDST	4.7	\$500.00	\$2,350.00	\$401.50	\$1,887.05	\$1,000.00	\$4,700.00
16	2123.61	SKID LOADER	HOURL	10	\$125.00	\$1,250.00	\$156.50	\$1,565.00	\$100.00	\$1,000.00
17	2123.61	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	25	\$150.00	\$3,750.00	\$155.00	\$3,875.00	\$10.00	\$250.00
18	2130.523	WATER	MGAL	50	\$75.00	\$3,750.00	\$97.50	\$4,875.00	\$30.00	\$1,500.00
19	2211.507	AGGREGATE BASE (CV) CLASS 5 (P)	C Y	329	\$35.00	\$11,515.00	\$54.00	\$17,766.00	\$60.00	\$19,740.00
20	2331.603	JOINT ADHESIVE	L F	794	\$1.00	\$794.00	\$1.50	\$1,191.00	\$2.00	\$1,588.00
21	2360.504	TYPE SP 9.5 WEAR CRS MIX(2,C) 3.0" THICK	S Y	167	\$28.00	\$4,676.00	\$42.25	\$7,055.75	\$30.00	\$5,010.00
22	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,C)	TON	126	\$100.00	\$12,600.00	\$110.50	\$13,923.00	\$126.00	\$15,876.00
23	2360.509	TYPE SP 12.5 NON WEAR COURSE MIX (2,C)	TON	251	\$100.00	\$25,100.00	\$99.50	\$24,974.50	\$121.00	\$30,371.00
24	2504.602	IRRIGATION SYSTEM REPAIR	EACH	3	\$150.00	\$450.00	\$518.00	\$1,554.00	\$350.00	\$1,050.00
25	2531.503	CONCRETE CURB & GUTTER DESIGN B618	L F	794	\$24.00	\$19,056.00	\$24.00	\$19,056.00	\$23.10	\$18,341.40
26	2531.504	7" CONCRETE DRIVEWAY PAVEMENT	S Y	38	\$80.00	\$3,040.00	\$83.00	\$3,154.00	\$110.25	\$4,189.50
27	2540.602	TEMPORARY MAIL BOX	EACH	16	\$150.00	\$2,400.00	\$175.00	\$2,800.00	\$100.00	\$1,600.00
28	2557.602	REPAIR DOG FENCE	EACH	3	\$150.00	\$450.00	\$340.50	\$1,021.50	\$150.00	\$450.00
29	2563.601	TRAFFIC CONTROL	LS	1	\$10,000.00	\$10,000.00	\$1,225.00	\$1,225.00	\$40,000.00	\$40,000.00
30	2564.602	INSTALL SALVAGED SIGN	EACH	3	\$150.00	\$450.00	\$325.00	\$975.00	\$350.00	\$1,050.00
31	2573.501	STABILIZED CONSTRUCTION EXIT	LS	1	\$1,500.00	\$1,500.00	\$3,483.00	\$3,483.00	\$1,500.00	\$1,500.00
32	2573.502	STORM DRAIN INLET PROTECTION	EACH	6	\$150.00	\$900.00	\$255.00	\$1,530.00	\$125.00	\$750.00

Bid Tabulation

2022 East Shadow Lake Drive Utility Project (#8144580)

City of Lino Lakes, MN

WSB Project No. 017705-000

Bid Opening: Tuesday, April 19, 2022, at 10:00 am



 DENOTES CORRECTED FIGURE

Line No.	Material No.	Item	Units	Quantity	Engineer's Estimate		Meyer Contracting Inc.		T. A. Schifsky & Sons, Inc	
					Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
33	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	L F	650	\$4.00	\$2,600.00	\$3.30	\$2,145.00	\$3.00	\$1,950.00
34	2574.507	COMMON TOPSOIL BORROW	C Y	200	\$38.00	\$7,600.00	\$29.50	\$5,900.00	\$47.25	\$9,450.00
35	2575.504	SODDING TYPE LAWN	S Y	1022	\$15.00	\$15,330.00	\$10.00	\$10,220.00	\$10.50	\$10,731.00
						\$249,597.00		\$332,731.00		\$337,762.90
B. SANITARY SEWER IMPROVEMENTS										
36	2104.502	REMOVE MANHOLE	EACH	2	\$750.00	\$1,500.00	\$557.00	\$1,114.00	\$1,155.00	\$2,310.00
37	2104.502	REMOVE CASTING	EACH	2	\$250.00	\$500.00	\$89.00	\$178.00	\$278.25	\$556.50
38	2104.503	REMOVE SEWER PIPE (SANITARY)	L F	392	\$12.00	\$4,704.00	\$9.50	\$3,724.00	\$5.51	\$2,159.92
39	2104.503	REMOVE SANITARY SERVICE PIPE	L F	212	\$14.00	\$2,968.00	\$7.80	\$1,653.60	\$5.51	\$1,168.12
40	2123.61	UTILITY CREW	HOURL	10	\$150.00	\$1,500.00	\$1,015.00	\$10,150.00	\$1,575.00	\$15,750.00
41	2503.601	SANITARY SEWER BYPASS PUMPING	L S	1	\$15,000.00	\$15,000.00	\$9,736.00	\$9,736.00	\$0.01	\$0.01
42	2503.602	CONNECT TO EXISTING SANITARY SEWER	EACH	3	\$1,200.00	\$3,600.00	\$1,133.00	\$3,399.00	\$1,680.00	\$5,040.00
43	2503.602	CONNECT TO EXISTING SANITARY SEWER SER	EACH	7	\$750.00	\$5,250.00	\$460.00	\$3,220.00	\$551.25	\$3,858.75
44	2503.602	10"X4" PVC WYE	EACH	7	\$550.00	\$3,850.00	\$1,179.00	\$8,253.00	\$669.90	\$4,689.30
45	2503.603	10" PVC PIPE SEWER SDR 26	L F	392	\$50.00	\$19,600.00	\$147.00	\$57,624.00	\$106.05	\$41,571.60
46	2503.603	4" PVC SANITARY SERVICE PIPE	L F	212	\$22.00	\$4,664.00	\$128.50	\$27,242.00	\$75.60	\$16,027.20
47	2506.502	CASTING ASSEMBLY	EACH	2	\$350.00	\$700.00	\$1,331.00	\$2,662.00	\$1,575.00	\$3,150.00
48	2506.603	CONSTRUCT 48" DIA SANITARY MANHOLE	L F	30.5	\$425.00	\$12,962.50	\$659.00	\$20,099.50	\$698.25	\$21,296.63
						\$76,798.50		\$149,055.10		\$117,578.03
C. WATER MAIN IMPROVEMENTS										
49	2104.502	REMOVE GATE VALVE & BOX	EACH	3	\$150.00	\$450.00	\$203.50	\$610.50	\$220.50	\$661.50
50	2104.502	REMOVE CURB STOP & BOX	EACH	7	\$175.00	\$1,225.00	\$203.00	\$1,421.00	\$274.05	\$1,918.35
51	2104.502	REMOVE HYDRANT	EACH	1	\$1,000.00	\$1,000.00	\$610.00	\$610.00	\$822.15	\$822.15
52	2104.503	REMOVE WATER MAIN	L F	358	\$12.00	\$4,296.00	\$9.10	\$3,257.80	\$11.03	\$3,948.74
53	2104.503	REMOVE WATER SERVICE PIPE	L F	213	\$14.00	\$2,982.00	\$11.50	\$2,449.50	\$5.51	\$1,173.63
54	2123.61	UTILITY CREW	HOURL	10	\$150.00	\$1,500.00	\$1,000.00	\$10,000.00	\$1,575.00	\$15,750.00
55	2504.601	TEMPORARY WATER SERVICE	L S	1	\$15,000.00	\$15,000.00	\$6,018.00	\$6,018.00	\$12,600.00	\$12,600.00
56	2504.602	CONNECT TO EXISTING WATER MAIN	EACH	3	\$1,200.00	\$3,600.00	\$2,298.00	\$6,894.00	\$3,622.50	\$10,867.50
57	2504.602	CONNECT TO EXISTING WATER SERVICE	EACH	7	\$750.00	\$5,250.00	\$555.50	\$3,888.50	\$337.05	\$2,359.35
58	2504.602	HYDRANT	EACH	1	\$4,200.00	\$4,200.00	\$7,930.00	\$7,930.00	\$7,377.30	\$7,377.30
59	2504.602	1" CORPORATION STOP	EACH	7	\$350.00	\$2,450.00	\$996.00	\$6,972.00	\$506.10	\$3,542.70

Bid Tabulation

2022 East Shadow Lake Drive Utility Project (#8144580)

City of Lino Lakes, MN

WSB Project No. 017705-000

Bid Opening: Tuesday, April 19, 2022, at 10:00 am



DENOTES CORRECTED FIGURE

Line No.	Material No.	Item	Units	Quantity	Engineer's Estimate		Meyer Contracting Inc.		T. A. Schifsky & Sons, Inc	
					Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
60	2504.602	6" GATE VALVE & BOX	EACH	2	\$2,000.00	\$4,000.00	\$3,208.00	\$6,416.00	\$3,150.00	\$6,300.00
61	2504.602	12" GATE VALVE & BOX	EACH	2	\$3,500.00	\$7,000.00	\$7,044.00	\$14,088.00	\$6,300.00	\$12,600.00
62	2504.602	1" CURB STOP & BOX	EACH	6	\$425.00	\$2,550.00	\$824.00	\$4,944.00	\$552.30	\$3,313.80
63	2504.602	SACRIFICIAL ANODE BAG (32 LB)	EACH	2	\$200.00	\$400.00	\$940.50	\$1,881.00	\$696.15	\$1,392.30
64	2504.603	1" TYPE K COPPER PIPE	L F	213	\$25.00	\$5,325.00	\$41.25	\$8,786.25	\$76.65	\$16,326.45
65	2504.603	6" PVC WATERMAIN	L F	18	\$40.00	\$720.00	\$88.50	\$1,593.00	\$89.25	\$1,606.50
66	2504.603	12" PVC WATERMAIN	L F	345	\$42.00	\$14,490.00	\$124.00	\$42,780.00	\$109.20	\$37,674.00
67	2504.604	4" POLYSTYRENE INSULATION	S Y	25	\$35.00	\$875.00	\$55.50	\$1,387.50	\$71.40	\$1,785.00
68	2504.608	DUCTILE IRON FITTINGS	LB	500	\$8.00	\$4,000.00	\$25.50	\$12,750.00	\$28.35	\$14,175.00
						\$81,313.00		\$144,677.05		\$156,194.27

D. STORM SEWER IMPROVEMENTS

69	2104.502	REMOVE CASTING	EACH	6	\$250.00	\$1,500.00	\$118.50	\$711.00	\$274.05	\$1,644.30
70	2104.502	REMOVE DRAINAGE STRUCTURE	EACH	6	\$600.00	\$3,600.00	\$355.00	\$2,130.00	\$1,155.00	\$6,930.00
71	2104.503	REMOVE SEWER PIPE (STORM)	L F	162	\$8.00	\$1,296.00	\$15.75	\$2,551.50	\$22.05	\$3,572.10
72	2502.503	4" PERF PE PIPE DRAIN	L F	400	\$8.00	\$3,200.00	\$8.20	\$3,280.00	\$32.55	\$13,020.00
73	2503.503	15" RC PIPE SEWER DES 3006 CL V	L F	93	\$62.00	\$5,766.00	\$97.50	\$9,067.50	\$105.00	\$9,765.00
74	2503.503	24" RC PIPE SEWER DES 3006 CL III	L F	60	\$74.00	\$4,440.00	\$132.00	\$7,920.00	\$128.10	\$7,686.00
75	2503.602	CONNECT TO EXISTING STORM SEWER	EACH	2	\$1,200.00	\$2,400.00	\$622.00	\$1,244.00	\$2,536.80	\$5,073.60
76	2506.502	CASTING ASSEMBLY	EACH	3	\$350.00	\$1,050.00	\$885.00	\$2,655.00	\$1,050.00	\$3,150.00
77	2506.503	CONST DRAINAGE STRUCTURE DES 48-4020	L F	9.3	\$600.00	\$5,580.00	\$930.00	\$8,649.00	\$913.50	\$8,495.55
78	2506.503	CONST DRAINAGE STRUCTURE DES 60-4020	L F	4.2	\$700.00	\$2,940.00	\$1,866.00	\$7,837.20	\$1,518.30	\$6,376.86
79	2506.602	CONST DRAINAGE STRUCTURE DESIGN SPEC (2'X3')	EACH	3	\$1,500.00	\$4,500.00	\$3,473.00	\$10,419.00	\$4,200.00	\$12,600.00
						\$36,272.00		\$56,464.20		\$78,313.41

BASE BID TOTAL: **\$443,980.50** **\$682,927.35** **\$689,848.61**

I hereby certify that this is an exact reproduction of bids received.

Certified By: 

License No. 43338



April 19, 2022

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

Re: Proposal for Construction Services 2022 East Shadow Lake Drive Utility Project
WSB Project No. R-017705-000

Dear Mr. Grochala:

WSB & Associates, Inc. is providing a proposal for construction services associated with the 2022 East Shadow Lake Drive Utility Project. This construction services proposal would be subsequent to the City Council awarding the construction contract.

The proposed improvements include replacement of sagging sanitary pipes, replacement of sanitary manholes, water system replacement, roadway reconstruction and restoration of adjacent property at and near the intersection of East Shadow Lake Drive and Lantern Lane.

Scope of Engineering Services

WSB is pleased to provide professional construction engineering services for the 2022 East Shadow Lake Drive Utility Project including contract administration, construction observation, construction staking, and property owner access and coordination. 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 \$35,300.00. 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 East Shadow Lake Drive Utility 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 \$35,300.00 for services outlined in this letter.

City of Lino Lakes

Name _____

Title _____

Date _____

**CITY COUNCIL
AGENDA ITEM 6B**

STAFF ORIGINATOR: Diane Hankee PE, City Engineer

MEETING DATE: April 25, 2022

TOPIC: Consider Resolution No. 22-40, Approving Master Partnership Contract with MnDOT, 2022 Street Rehabilitation Project

VOTE REQUIRED: 3/5

INTRODUCTION

Staff is requesting City Council's consideration to approve the Master Partnership Contract with MnDOT for the 2022 Street Rehabilitation Project.

BACKGROUND

On February 14, 2022, the City Council accepted the bid for the 2022 Street Rehabilitation Project and awarded the construction contract to T.A. Schifsky and Sons, Inc.

A portion of the 2022 Street Rehabilitation Project along West Shadow Lake Drive is a State Aid route and requires MnDOT certified plant inspections for the bituminous and concrete materials. MnDOT requires a city to have a Master Partnership Contract in place. There is no cost to the City to enter the agreement. The City has entered into the agreement with MnDOT on past State Aid projects, including the 2021 Street Improvement Projects. Using MnDOT for plant inspection services is more cost effective than having a private company inspect the facilities.

The completion date for this project is October 31, 2021.

RECOMMENDATION

Staff recommends adoption of Resolution No. 22-40, approving the Master Partnership Contract with MnDOT for the 2022 Street Rehabilitation Project.

ATTACHMENTS

1. Resolution No. 22-40
2. Master Partnership Contract

**CITY OF LINO LAKES
RESOLUTION NO. 22-40**

**APPROVING THE MASTER PARTNERSHIP CONTRACT
2022 STREET REHABILITATION PROJECT**

WHEREAS, The Minnesota Department of Transportation wishes to cooperate with local units of government to coordinate the delivery of transportation services and maximize the efficient delivery of such services at all levels of government; and

WHEREAS, MnDOT and local governments are authorized by Minnesota Statutes sections 471.59, 174.02, and 161.20, to undertake collaborative efforts for the design, construction, maintenance and operation of state and local roads; and

WHEREAS: the parties wish to be able to respond quickly and efficiently to such opportunities for collaboration, and have determined that having the ability to write “work orders” against a master contract would provide the greatest speed and flexibility in responding to identified needs.

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

1. That the City of Lino Lakes enter into a Master Partnership Contract with the Minnesota Department of Transportation, a copy of which was before the Council.
2. That the proper City officers are authorized to execute such contract, and any amendments thereto.
3. That the Community Development Director is authorized to negotiate work order contracts pursuant to the Master Contract, which work order contracts may provide for payment to or from MnDOT, and that the Community Development Director may execute such work order contracts on behalf of the City of Lino Lakes without further approval by this Council.

Adopted by the Council of the City of Lino Lakes this 25th day of April, 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

STATE OF MINNESOTA
MASTER PARTNERSHIP CONTRACT

This master contract is between the State of Minnesota, acting through its Commissioner of Transportation in this contract referred to as the “State” and the Lino Lakes City, acting through its City Council, in this contract referred to as the “Other Party.”

Recitals

1. The parties are authorized to enter into this contract pursuant to Minnesota Statutes, §§15.061, 471.59 and 174.02.
2. Minn. Stat. § 161.20, subd. 2, authorizes the Commissioner of Transportation to make arrangements with and cooperate with any governmental authority for the purposes of constructing, maintaining and improving the trunk highway system.
3. Each party to this contract is a “road authority” as defined by Minn. Stat. §160.02, subd. 25.
4. Minn. Stat. § 161.39, subd. 1, authorizes a road authority to perform work for another road authority. Such work may include providing technical and engineering advice, assistance and supervision, surveying, preparing plans for the construction or reconstruction of roadways, and performing roadway maintenance.
5. Minn. Stat. §174.02, subd. 6, authorizes the Commissioner of Transportation to enter into contracts with other governmental entities for research and experimentation; for sharing facilities, equipment, staff, data, or other means of providing transportation-related services; or for other cooperative programs that promote efficiencies in providing governmental services, or that further development of innovation in transportation for the benefit of the citizens of Minnesota.
6. Each party wishes to occasionally purchase services from the other party, which the parties agree will enhance the efficiency of delivering governmental services at all levels. This Master Partnership Contract (MPC) provides a framework for the efficient handling of such requests. This MPC contains terms generally governing the relationship between the parties. When specific services are requested, the parties will (unless otherwise specified) enter into a “Work Order” contracts.
7. After the execution of this MPC, the parties may (but are not required to) enter into “Work Order” contracts. These Work Orders will specify the work to be done, timelines for completion, and compensation to be paid for the specific work.
8. The parties are entering into this MPC to establish terms that will govern all of the Work Orders subsequently issued under the authority of this Contract.

Contract

1. Term of Master Partnership Contract; Use of Work Order Contracts; Survival of Terms

- 1.1. **Effective Date:** This contract will be effective on July 1st, 2022, or upon the date last signed by all State officials as required under Minn. Stat. § 16C.05, subd. 2, whichever occurs last. The Other Party must not begin work under this Contract until ALL required signatures have been obtained and the Other Party has been notified in writing to begin such work by the State’s Authorized Representative.
- 1.2. **Expiration Date.** This Contract will expire on June 30, 2027.
- 1.3. **Exhibits.** Exhibit A is attached and incorporated into this agreement.
- 1.4. **Work Order Contracts.** A work order contract must be negotiated and executed (by both the State and the Other Party) for each particular engagement, except for Technical Services provided by the State to the Other Party as specified in Article 2. The work order contract must specify the detailed scope of work and deliverables for that project. A party must not begin work under a work order until the work order is fully

executed. The terms of this MPC will apply to all work orders contracts issued, unless specifically varied in the work order. The Other Party understands that this MPC is not a guarantee of any payments or work order assignments, and that payments will only be issued for work actually performed under fully-executed work orders.

- 1.5. **Survival of Terms.** The following clauses survive the expiration or cancellation of this master contract and all work order contracts: 12. Liability; 13. State Audits; 14. Government Data Practices and Intellectual Property; 17. Publicity; 18. Governing Law, Jurisdiction, and Venue; and 22. Data Disclosure. All terms of this MPC will survive with respect to any work order contract issued prior to the expiration date of the MPC.
- 1.6. **Sample Work Order.** A sample work order contract is available upon request from the State.
- 1.7. **Definition of “Providing Party” and “Requesting Party”.** For the purpose of assigning certain duties and obligations in the MPC to work order contracts, the following definitions will apply throughout the MPC. “Requesting Party” is defined as the party requesting the other party to perform work under a work order contract. “Providing Party” is defined as the party performing the scope of work under a work order contract.

2. Technical Services

- 2.1. Technical Services include repetitive low-cost services routinely performed by the State for the Other Party. If requested and authorized by the Other Party, these services may be performed by the State for the Other Party without the execution of a work order, as these services are provided in accordance with standardized practices and processes and do not require a detailed scope of work. Exhibit A – Table of Technical Services is attached.
 - 2.1.1. Every other service not falling under the services listed in Exhibit A will require a work order contract (If you have questions regarding whether a service is covered under 2.1.1, please contact Contract Management).
- 2.2. The Other Party may request the State to perform Technical Services in an informal manner, such as by the use of email, a purchase order, or by delivering materials to a State lab and requesting testing. A request may be made via telephone, but will not be considered accepted unless acknowledged in writing by the State.
- 2.3. The State will promptly inform the Other Party if the State will be unable to perform the requested Technical Services. Otherwise, the State will perform the Technical Services in accordance with the State’s normal processes and practices, including scheduling practices taking into account the availability of State staff and equipment.
- 2.4. **Payment Basis.** Unless otherwise agreed to by the parties prior to performance of the services, the State will charge the Other Party the State’s then-current rate for performing the Technical Services. The then-current rate may include the State’s normal and customary additives. The State will invoice the Other Party upon completion of the services, or at regular intervals not more than once monthly as agreed upon by the parties. The invoice will provide a summary of the Technical Services provided by the State during the invoice period.

3. Services Requiring a Work Order Contract

- 3.1. **Work Order Contracts:** A party may request the other party to perform any of the following services under individual work order contracts.
- 3.2. **Professional and Technical Services.** A party may provide professional and technical services upon the request of the other party. As defined by Minn. Stat. §16C.08, subd. 1, professional/technical services “means services that are intellectual in character, including consultation, analysis, evaluation, prediction, planning, programming, or recommendation; and result in the production of a report or completion of a task.” Professional and technical services do not include providing supplies or materials except as incidental to performing such services. Professional and technical services include (by way of example and without limitation) cultural resources, engineering services, surveying, foundation recommendations and reports, environmental documentation, right-of-way assistance (such as performing appraisals or providing

relocation assistance, but excluding the exercise of the power of eminent domain), geometric layouts, final construction plans, graphic presentations, public relations, and facilitating open houses. A party will normally provide such services with its own personnel; however, a party's professional/technical services may also include hiring and managing outside consultants to perform work provided that a party itself provides active project management for the use of such outside consultants.

- 3.3. **Roadway Maintenance.** A party may provide roadway maintenance upon the request of the other party. Roadway maintenance does not include roadway reconstruction. This work may include but is not limited to snow removal, ditch spraying, roadside mowing, bituminous mill and overlay (only small projects), seal coat, bridge hits, major retaining wall failures, major drainage failures, and message painting. All services must be performed by an employee with sufficient skills, training, expertise or certification to perform such work, and work must be supervised by a qualified employee of the party performing the work.
- 3.4. **Construction Administration.** A party may administer roadway construction projects upon the request of the other party. Roadway construction includes (by way of example and without limitation) the construction, reconstruction, or rehabilitation of mainline, shoulder, median, pedestrian or bicycle pathway, lighting and signal systems, pavement mill and overlays, seal coating, guardrail installation, and channelization. These services may be performed by the Providing Party's own forces, or the Providing Party may administer outside contracts for such work. Construction administration may include letting and awarding construction contracts for such work (including state projects to be completed in conjunction with local projects). All contract administration services must be performed by an employee with sufficient skills, training, expertise or certification to perform such work.
- 3.5. **Emergency Services.** A party may provide aid upon request of the other party in the event of a man-made disaster, natural disaster or other act of God. Emergency services includes all those services as the parties mutually agree are necessary to plan for, prepare for, deal with, and recover from emergency situations. These services include, without limitation, planning, engineering, construction, maintenance, and removal and disposal services related to things such as road closures, traffic control, debris removal, flood protection and mitigation, sign repair, sandbag activities and general cleanup. Work will be performed by an employee with sufficient skills, training, expertise or certification to perform such work, and work must be supervised by a qualified employee of the party performing the work. If it is not feasible to have an executed work order prior to performance of the work, the parties will promptly confer to determine whether work may be commenced without a fully-executed work order in place. If work commences without a fully-executed work order, the parties will follow up with execution of a work order as soon as feasible.
- 3.6. When a need is identified, the State and the Other Party will discuss the proposed work and the resources needed to perform the work. If a party desires to perform such work, the parties will negotiate the specific and detailed work tasks and cost. The State will then prepare a work order contract. Generally, a work order contract will be limited to one specific project/engagement, although "on call" work orders may be prepared for certain types of services, especially for "Technical Services" items as identified section 2.1.. The work order will also identify specific deliverables required, and timeframes for completing work. A work order must be fully executed by the parties prior to work being commenced. The Other Party will not be paid for work performed prior to execution of a work order contract and authorization by the State.

4. Responsibilities of the Providing Party

- 4.1. **Terms Applicable to ALL Work Order Contracts.** The terms in this section 4.1 will apply to ALL work order contracts.
 - 4.1.1. Each work order will identify an Authorized Representative for each party. Each party's authorized representative is responsible for administering the work order, and has the authority to make any decisions regarding the work, and to give and receive any notices required or permitted under this MPC or the work order.
 - 4.1.2. The Providing Party will furnish and assign a publicly employed licensed engineer (Project Engineer), to be in responsible charge of the project(s) and to supervise and direct the work to be performed under each work order contract. For services not requiring an engineer, the Providing Party will

furnish and assign another responsible employee to be in charge of the project. The services of the Providing Party under a work order contract may not be otherwise assigned, sublet, or transferred unless approved in writing by the Requesting Party's authorized representative. This written consent will in no way relieve the Providing Party from its primary responsibility for the work.

- 4.1.3. If the Other Party is the Providing Party, the Project Engineer may request in writing specific engineering and/or technical services from the State, pursuant to Minn. Stat. Section 161.39. The work order Contract will require the Other Party to deposit payment in advance. The costs and expenses will include the current State additives and overhead rates, subject to adjustment based on actual direct costs that have been verified by audit.
- 4.1.4. Only the receipt of a fully executed work order contract authorizes the Providing Party to begin work on a project. Any and all effort, expenses, or actions taken by the Providing Party before the work order contract is fully executed are considered unauthorized and undertaken at the risk of non-payment.
- 4.1.5. In connection with the performance of this contract and any work orders issued, the Providing Agency will comply with all applicable Federal and State laws and regulations. When the Providing Party is authorized or permitted to award contracts in connection with any work order, the Providing Party will require and cause its contractors and subcontractors to comply with all Federal and State laws and regulations.
- 4.2. **Additional Terms for Roadway Maintenance.** The terms of section 4.1 and this section 4.2 will apply to all work orders for Roadway Maintenance.
 - 4.2.1. Unless otherwise provided for by contract or work order, the Providing Party must obtain all permits and sanctions that may be required for the proper and lawful performance of the work.
 - 4.2.2. The Providing Party must perform maintenance in accordance with MnDOT maintenance manuals, policies and operations.
 - 4.2.3. The Providing Party must use State-approved materials, including (by way of example and without limitation), sign posts, sign sheeting, and de-icing and anti-icing chemicals.
- 4.3. **Additional Terms for Construction Administration.** The terms of section 4.1 and this section 4.3 will apply to all work order contracts for construction administration.
 - 4.3.1. Contract(s) must be awarded to the lowest responsible bidder or best value proposer in accordance with state law.
 - 4.3.2. Contractor(s) must be required to post payment and performance bonds in an amount equal to the contract amount. The Providing Party will take all necessary action to make claims against such bonds in the event of any default by the contractor.
 - 4.3.3. Contractor(s) must be required to perform work in accordance with the latest edition of the Minnesota Department of Transportation Standard Specifications for Construction.
 - 4.3.4. For work performed on State right-of-way, contractor(s) must be required to indemnify and hold the State harmless against any loss incurred with respect to the performance of the contracted work, and must be required to provide evidence of insurance coverage commensurate with project risk.
 - 4.3.5. Contractor(s) must pay prevailing wages pursuant to applicable state and federal law.
 - 4.3.6. Contractor(s) must comply with all applicable Federal, and State laws, ordinances and regulations, including but not limited to applicable human rights/anti-discrimination laws and laws concerning the participation of Disadvantaged Business Enterprises in federally-assisted contracts.
 - 4.3.7. Unless otherwise agreed in a work order contract, each party will be responsible for providing rights of way, easement, and construction permits for its portion of the improvements. Each party will, upon the other's request, furnish copies of right of way certificates, easements, and construction permits.

- 4.3.8. The Providing Party may approve minor changes to the Requesting Party's portion of the project work if such changes do not increase the Requesting Party's cost obligation under the applicable work order contract.
- 4.3.9. The Providing Party will not approve any contractor claims for additional compensation without the Requesting Party's written approval, and the execution of a proper amendment to the applicable work order contract when necessary. The Other Party will tender the processing and defense of any such claims to the State upon the State's request.
- 4.3.10. The Other Party must coordinate all trunk highway work affecting any utilities with the State's Utilities Office.
- 4.3.11. The Providing Party must coordinate all necessary detours with the Requesting Party.
- 4.3.12. If the Other Party is the Providing Party, and there is work performed on the trunk highway right-of-way, the following will apply:
 - a. The Other Party will have a permit to perform the work on the trunk highway. The State may revoke this permit if the work is not being performed in a safe, proper and skillful manner, or if the contractor is violating the terms of any law, regulation, or permit applicable to the work. The State will have no liability to the Other Party, or its contractor, if work is suspended or stopped due to any such condition or concern.
 - b. The Other Party will require its contractor to conduct all traffic control in accordance with the Minnesota Manual on Uniform Traffic Control Devices.
 - c. The Other Party will require its contractor to comply with the terms of all permits issued for the project including, but not limited to, National Pollutant Discharge Elimination System (NPDES) and other environmental permits.
 - d. All improvements constructed on the State's right-of-way will become the property of the State.

5. Responsibilities of the Requesting Party

- 5.1. After authorizing the Providing Party to begin work, the Requesting Party will furnish any data or material in its possession relating to the project that may be of use to the Providing Party in performing the work.
- 5.2. All such data furnished to the Providing Party will remain the property of the Requesting Party and will be promptly returned upon the Requesting Party's request or upon the expiration or termination of this contract (subject to data retention requirements of the Minnesota Government Data Practices Act and other applicable law).
- 5.3. The Providing Party will analyze all such data furnished by the Requesting Party. If the Providing Party finds any such data to be incorrect or incomplete, the Providing Party will bring the facts to the attention of the Requesting Party before proceeding with the part of the project affected. The Providing Party will investigate the matter, and if it finds that such data is incorrect or incomplete, it will promptly determine a method for furnishing corrected data. Delay in furnishing data will not be considered justification for an adjustment in compensation.
- 5.4. The State will provide to the Other Party copies of any Trunk Highway fund clauses to be included in the bid solicitation and will provide any required Trunk Highway fund provisions to be included in the Proposal for Highway Construction, that are different from those required for State Aid construction.
- 5.5. The Requesting Party will perform final reviews and inspections of its portion of the project work. If the work is found to have been completed in accordance with the work order contract, the Requesting Party will promptly release any remaining funds due the Providing Party for the Project(s).
- 5.6. The work order contracts may include additional responsibilities to be completed by the Requesting Party.

6. Time

- 6.1. In the performance of project work under a work order contract, time is of the essence.

7. Consideration and Payment

- 7.1. **Consideration.** The Requesting Party will pay the Providing Party as specified in the work order. The State's normal and customary additives will apply to work performed by the State, unless otherwise specified in the work order. The State's normal and customary additives will not apply if the parties agree to a "lump sum" or "unit rate" payment.
- 7.2. **State's Maximum Obligation.** The total compensation to be paid by the State to the Other Party under all work order contracts issued pursuant to this MPC will not exceed \$500,000.00.
- 7.3. **Travel Expenses.** It is anticipated that all travel expenses will be included in the base cost of the Providing Party's services, and unless otherwise specifically set forth in an applicable work order contract, the Providing Party will not be separately reimbursed for travel and subsistence expenses incurred by the Providing Party in performing any work order contract. In those cases where the State agrees to reimburse travel expenses, such expenses will be reimbursed in the same manner and in no greater amount than provided in the current "MnDOT Travel Regulations" a copy of which is on file with and available from the MnDOT District Office. The Other Party will not be reimbursed for travel and subsistence expenses incurred outside of Minnesota unless it has received the State's prior written approval for such travel.

7.4. Payment

- 7.4.1. **Generally.** The Requesting Party will pay the Providing Party as specified in the applicable work order, and will make prompt payment in accordance with Minnesota law.
- 7.4.2. **Payment by the Other Party.**
 - a. The Other Party will make payment to the order of the Commissioner of Transportation.
 - b. IMPORTANT NOTE: PAYMENT MUST REFERENCE THE "MNDOT CONTRACT NUMBER" SHOWN ON THE FACE PAGE OF THIS CONTRACT AND THE "INVOICE NUMBER" ON THE INVOICE RECEIVED FROM MNDOT.
 - c. Remit payment to the address below:
MnDOT
Attn: Cash Accounting
RE: MnDOT Contract Number 1050171W[XX] and Invoice Number: 00000[#####]
(see note above)
Mail Stop 215
395 John Ireland Blvd
St. Paul, MN 55155
- 7.4.3. **Payment by the State.**
 - a. Generally. The State will promptly pay the Other Party after the Other Party presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices must be submitted as specified in the applicable work order, but no more frequently than monthly.
 - b. Retainage for Professional and Technical Services. For work orders for professional and technical services, as required by Minn. Stat. § 16C.08, subd. 2(10), no more than 90 percent of the amount due under any work order contract may be paid until the final product of the work order contract has been reviewed by the State's authorized representative. The balance due will be paid when the State's authorized representative determines that the Other Party has satisfactorily fulfilled all the terms of the work order contract.

8. Conditions of Payment

- 8.1. All work performed by the Providing Party under a work order contract must be performed to the Requesting Party's satisfaction, as determined at the sole and reasonable discretion of the Requesting Party's Authorized Representative and in accordance with all applicable federal and state laws, rules, and

regulations. The Providing Party will not receive payment for work found by the Requesting Party to be unsatisfactory or performed in violation of federal or state law.

9. State's Authorized Representative and Project Manager

- 9.1. The State's Authorized Representative for this master contract is the District State Aid Engineer, who has the responsibility to monitor the State's performance.
- 9.2. The State's Project Manager will be identified in each work order contract.

10. Other Party's Authorized Representative and Project Manager

- 10.1. The Other Party's Authorized Representative for administering this master contract is the Other Party's Engineer, and the Engineer has the responsibility to monitor the Other Party's performance. The Other Party's Authorized Representative is also authorized to execute work order contracts on behalf of the Other Party without approval of each proposed work order contract by its governing body.
- 10.2. The Other Party's Project Manager will be identified in each work order contract.

11. Assignment, Amendments, Waiver, and Contract Complete

- 11.1. **Assignment.** Neither party may assign or transfer any rights or obligations under this MPC or any work order contract without the prior consent of the other and a fully executed Assignment Contract, executed and approved by the same parties who executed and approved this MPC, or their successors in office.
- 11.2. **Amendments.** Any amendment to this master contract or any work order contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original contract, or their successors in office.
- 11.3. **Waiver.** If a party fails to enforce any provision of this master contract or any work order contract, that failure does not waive the provision or the party's right to subsequently enforce it.
- 11.4. **Contract Complete.** This master contract and any work order contract contain all negotiations and contracts between the State and the Other Party. No other understanding regarding this master contract or any work order contract issued hereunder, whether written or oral may be used to bind either party.

12. Liability

- 12.1. Each party will be responsible for its own acts and omissions to the extent provided by law. The Other Party's liability is governed by Minn. Stat. chapter 466 and other applicable law. The State's liability is governed by Minn. Stat. section 3.736 and other applicable law. This clause will not be construed to bar any legal remedies a party may have for the other party's failure to fulfill its obligations under this master contract or any work order contract. Neither party agrees to assume any environmental liability on behalf of the other party. A Providing Party under any work order is acting only as a "Contractor" to the Requesting Party, as the term "Contractor" is defined in Minn. Stat. §115B.03 (subd. 10), and is entitled to the protections afforded to a "Contractor" by the Minnesota Environmental Response and Liability Act. The parties specifically intend that Minn. Stat. §471.59 subd. 1a will apply to any work undertaken under this MPC and any work order issued hereunder.

13. State Audits

- 13.1. Under Minn. Stat. § 16C.05, subd. 5, the party's books, records, documents, and accounting procedures and practices relevant to any work order contract are subject to examination by the parties and by the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this MPC.

14. Government Data Practices and Intellectual Property

- 14.1. **Government Data Practices.** The Other Party and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this MPC and any work order contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Other Party under this MPC and any work order contract. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either the Other Party or the State.
- 14.2. **Intellectual Property Rights**

14.2.1. Intellectual Property Rights. The Requesting Party will own all rights, title, and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the Works and Documents created and paid for under work order contracts. Works means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Providing Party, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this master contract or any work order contract. Works includes "Documents." Documents are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Providing Party, its employees, agents, or contractors, in the performance of a work order contract. The Documents will be the exclusive property of the Requesting Party and all such Documents must be immediately returned to the Requesting Party by the Providing Party upon completion or cancellation of the work order contract. To the extent possible, those Works eligible for copyright protection under the United States Copyright Act will be deemed to be "works made for hire." The Providing Party Government assigns all right, title, and interest it may have in the Works and the Documents to the Requesting Party. The Providing Party must, at the request of the Requesting Party, execute all papers and perform all other acts necessary to transfer or record the Requesting Party's ownership interest in the Works and Documents. Notwithstanding the foregoing, the Requesting Party grants the Providing Party an irrevocable and royalty-free license to use such intellectual property for its own non-commercial purposes, including dissemination to political subdivisions of the state of Minnesota and to transportation-related agencies such as the American Association of State Highway and Transportation Officials.

14.2.2. Obligations with Respect to Intellectual Property.

- a. **Notification.** Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by the Providing Party, including its employees and subcontractors, in the performance of the work order contract, the Providing Party will immediately give the Requesting Party's Authorized Representative written notice thereof, and must promptly furnish the Authorized Representative with complete information and/or disclosure thereon.
- b. **Representation.** The Providing Party must perform all acts, and take all steps necessary to ensure that all intellectual property rights in the Works and Documents are the sole property of the Requesting Party, and that neither Providing Party nor its employees, agents or contractors retain any interest in and to the Works and Documents.

15. Affirmative Action

- 15.1. The State intends to carry out its responsibility for requiring affirmative action by its Contractors, pursuant to Minn. Stat. §363A.36. Pursuant to that Statute, the Other Party is encouraged to prepare and implement an affirmative action plan for the employment of minority persons, women, and the qualified disabled, and submit such plan to the Commissioner of the Minnesota Department of Human Rights. In addition, when the Other Party lets a contract for the performance of work under a work order issued pursuant to this MPC, it must include the following in the bid or proposal solicitation and any contracts awarded as a result thereof:
- 15.2. **Covered Contracts and Contractors.** If the Contract exceeds \$100,000 and the Contractor employed more than 40 full-time employees on a single working day during the previous 12 months in Minnesota or in the state where it has its principle place of business, then the Contractor must comply with the requirements of Minn. Stat. § 363A.36 and Minn. R. Parts 5000.3400-5000.3600. A Contractor covered by Minn. Stat. § 363A.36 because it employed more than 40 full-time employees in another state and does not have a certificate of compliance, must certify that it is in compliance with federal affirmative action requirements.

- 15.3. **Minn. Stat. § 363A.36.** Minn. Stat. § 363A.36 requires the Contractor to have an affirmative action plan for the employment of minority persons, women, and qualified disabled individuals approved by the Minnesota Commissioner of Human Rights (“Commissioner”) as indicated by a certificate of compliance. The law addresses suspension or revocation of a certificate of compliance and contract consequences in that event. A contract awarded without a certificate of compliance may be voided.
- 15.4. **Minn. R. Parts 5000.3400-5000.3600.**
- 15.4.1. **General.** Minn. R. Parts 5000.3400-5000.3600 implement Minn. Stat. § 363A.36. These rules include, but are not limited to, criteria for contents, approval, and implementation of affirmative action plans; procedures for issuing certificates of compliance and criteria for determining a contractor’s compliance status; procedures for addressing deficiencies, sanctions, and notice and hearing; annual compliance reports; procedures for compliance review; and contract consequences for non-compliance. The specific criteria for approval or rejection of an affirmative action plan are contained in various provisions of Minn. R. Parts 5000.3400-5000.3600 including, but not limited to, parts 5000.3420-5000.3500 and 5000.3552-5000.3559.
- 15.4.2. **Disabled Workers.** The Contractor must comply with the following affirmative action requirements for disabled workers:
- a. The Contractor must not discriminate against any employee or applicant for employment because of physical or mental disability in regard to any position for which the employee or applicant for employment is qualified. The Contractor agrees to take affirmative action to employ, advance in employment, and otherwise treat qualified disabled persons without discrimination based upon their physical or mental disability in all employment practices such as the following: employment, upgrading, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.
 - b. The Contractor agrees to comply with the rules and relevant orders of the Minnesota Department of Human Rights issued pursuant to the Minnesota Human Rights Act.
 - c. In the event of the Contractor's noncompliance with the requirements of this clause, actions for noncompliance may be taken in accordance with Minn. Stat. Section 363A.36, and the rules and relevant orders of the Minnesota Department of Human Rights issued pursuant to the Minnesota Human Rights Act.
 - d. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices in a form to be prescribed by the commissioner of the Minnesota Department of Human Rights. Such notices must state the Contractor's obligation under the law to take affirmative action to employ and advance in employment qualified disabled employees and applicants for employment, and the rights of applicants and employees.
 - e. The Contractor must notify each labor union or representative of workers with which it has a collective bargaining agreement or other contract understanding, that the Contractor is bound by the terms of Minn. Stat. Section 363A.36, of the Minnesota Human Rights Act and is committed to take affirmative action to employ and advance in employment physically and mentally disabled persons.
- 15.4.3. **Consequences.** The consequences for the Contractor’s failure to implement its affirmative action plan or make a good faith effort to do so include, but are not limited to, suspension or revocation of a certificate of compliance by the Commissioner, refusal by the Commissioner to approve subsequent plans, and termination of all or part of this contract by the Commissioner or the State.
- 15.4.4. **Certification.** The Contractor hereby certifies that it is in compliance with the requirements of Minn. Stat. § 363A.36 and Minn. R. Parts 5000.3400-5000.3600 and is aware of the consequences for noncompliance.

16. Workers’ Compensation

16.1. Each party will be responsible for its own employees for any workers compensation claims. This MPC, and any work order contracts issued hereunder, are not intended to constitute an interchange of government employees under Minn. Stat. §15.53. To the extent that this MPC, or any work order issued hereunder, is determined to be subject to Minn. Stat. §15.53, such statute will control to the extent of any conflict between the contract and the statute.

17. Publicity

17.1. **Publicity.** Any publicity regarding the subject matter of a work order contract where the State is the Requesting Party must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Other Party individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from a work order contract.

17.2. **Data Practices Act.** Section 17.1 is not intended to override the Other Party's responsibilities under the Minnesota Government Data Practices Act.

18. Governing Law, Jurisdiction, and Venue

18.1. Minnesota law, without regard to its choice-of-law provisions, governs this master contract and all work order contracts. Venue for all legal proceedings out of this master contract or any work order contracts, or the breach of any such contracts, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

19. Prompt Payment; Payment to Subcontractors

19.1. The parties must make prompt payment of their obligations in accordance with applicable law. As required by Minn. Stat. § 16A.1245, when the Other Party lets a contract for work pursuant to any work order, the Other Party must require its contractor to pay all subcontractors, less any retainage, within 10 calendar days of the prime contractor's receipt of payment from the Other Party for undisputed services provided by the subcontractor(s) and must pay interest at the rate of one and one-half percent per month or any part of a month to the subcontractor(s) on any undisputed amount not paid on time to the subcontractor(s).

20. Minn. Stat. § 181.59.

20.1. The Other Party will comply with the provisions of Minn. Stat. § 181.59 which requires: Every contract for or on behalf of the state of Minnesota, or any county, city, town, township, school, school district, or any other district in the state, for materials, supplies, or construction shall contain provisions by which the Contractor agrees: (1) That, in the hiring of common or skilled labor for the performance of any work under any contract, or any subcontract, no contractor, material supplier, or vendor, shall, by reason of race, creed, or color, discriminate against the person or persons who are citizens of the United States or resident aliens who are qualified and available to perform the work to which the employment relates; (2) That no contractor, material supplier, or vendor, shall, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified in clause (1) of this section, or on being hired, prevent, or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed, or color; (3) That a violation of this section is a misdemeanor; and (4) That this contract may be canceled or terminated by the state, county, city, town, school board, or any other person authorized to grant the contracts for employment, and all money due, or to become due under the contract, may be forfeited for a second or any subsequent violation of the terms or conditions of this contract.

21. Termination; Suspension

21.1. **Termination by the State for Convenience.** The State or commissioner of Administration may cancel this MPC and any work order contracts at any time, with or without cause, upon 30 days written notice to the Other Party. Upon termination, the Other Party and the State will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

21.2. **Termination by the Other Party for Convenience.** The Other Party may cancel this MPC and any work order contracts at any time, with or without cause, upon 30 days written notice to the State. Upon termination,

the Other Party and the State will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

- 21.3. **Termination for Insufficient Funding.** The State may immediately terminate or suspend this MPC and any work order contract if it does not obtain funding from the Minnesota legislature or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination or suspension must be by written or fax notice to the Other Party. The State is not obligated to pay for any services that are provided after notice and effective date of termination or suspension. However, the Other Party will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the master contract or work order is terminated because of the decision of the Minnesota legislature or other funding source, not to appropriate funds. The State must provide the Other Party notice of the lack of funding within a reasonable time of the State's receiving that notice.

22. Data Disclosure

- 22.1. Under Minn. Stat. §270C.65, subd. 3, and other applicable law, the Other Party consents to disclosure of its federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Other Party to file state tax returns and pay delinquent state tax liabilities, if any.

23. Defense of Claims and Lawsuits

- 23.1. If any lawsuit or claim is filed by a third party (including but not limited to the Other Party's contractors and subcontractors), arising out of trunk highway work performed pursuant to a valid work order issued under this MPC, the Other Party will, at the discretion of and upon the request of the State, tender the defense of such claims to the State or allow the State to participate in the defense of such claims. The Other Party will, however, be solely responsible for defending any lawsuit or claim, or any portion thereof, when the claim or cause of action asserted is based on its own acts or omissions in performing or supervising the work. The Other Party will not purport to represent the State in any litigation, settlement, or alternative dispute resolution process. The State will not be responsible for any judgment entered against the Other Party, and will not be bound by the terms of any settlement entered into by the Other Party except with the written approval of the Attorney General and the Commissioner of Transportation and pursuant to applicable law.

24. Additional Provisions

- 24.1. NONE

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OTHER PARTY

The Other Party certifies that the appropriate person(s) have executed the contract on behalf of the Other Party as required by applicable articles, bylaws, resolutions or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

COMMISSIONER OF TRANSPORTATION

By: _____

Date: _____

Title: _____

COMMISSIONER OF ADMINISTRATION

By: _____

Date: _____

Source Code	Title	Description
1735	Bituminous Plant Inspection	Performing QA/QC physical testing at the plant; sampling and transporting of materials from the plant to the lab for lab testing, plant reviews, and operations; investigating plant discrepancies; and other technical services in the plant or office associated with bituminous plant inspection.
2830	Bridge Bearing Assemblies	All tasks related to the repair and maintenance of fixed or expansion-bearing assemblies on bridges. Includes related traffic
2819	Bridge Curb, Walk And Railing	Repairing and maintaining bridge curb, walk, rail, coping, and fencing connected to the rail. Includes glare screen and median barriers on bridges. Includes related traffic control.
2820	Bridge Deck	Work associated with bridge deck and slab repair regardless of removal depth or type of material used for patching. Includes deck or slab overlays and replacements and underside deck delamination. Includes related traffic control.
2838	Bridge Deck Crack Sealing	All tasks related to deck crack sealing. Includes related traffic control.
2827	Bridge Expansion, Relief Joints	All maintenance tasks associated with bridge expansion joints, except joint reestablishment. Includes tightening expansion device bolts and replacing seal glands. Includes related traffic control.
2855	Bridge Inspection Direct Support	Activities that support bridge inspection, but are not direct production (i.e., leadership, technical, administrative assistance.
2828	Bridge Inspection-Federal Fund	All bridge inspection tasks for non-MnDOT bridges funded by the federal Fracture-Critical Bridge Program (Project Code will begin with TSL and with the local bridge number). Includes related inspection reports. For MnDOT Trunk Highway bridges (Project Code begins with TSO followed by the bridge number) and local and Department of Natural Resources (DNR) (bridge number begins with 9A follow by bridge number) bridge inspections to be billed to the local government or Department of Natural Resources (DNR) use Source Code 2824.
2824	Bridge Inspection-Non-Federal	All tasks related to inventory, inspection, and load capacity rating work done on trunk highway bridges to meet the requirements of the National Bridge Inspection System and/or Minnesota Bridge Safety Inspection Program or for billing to local governments. Includes related inspection reports and deck condition surveys.
1421	Bridge Management System Operation/Administration/Data	Use for tasks related to the Bridge Management System, including operations, administration, or data entry.
2847	Bridge Poured/ Relief Joint Seal	All tasks associated with resealing bridge construction joints. Includes related traffic control. Related source type codes: Activities that support bridge inspection, but are not direct production (i.e., leadership, technical, administrative assistance).
2829	Bridge Superstructure	All tasks to repair any bridge component above the bridge seat that is not included in other source codes. Includes repairs to all types of bridge superstructure elements such as girders, beams, floor beams, trusses, stringers, t-beams, precast channels, and box girders. Includes related traffic control.
2316	Brush & Tree Removal	Maintaining, watering, trimming, and removing highway right of way tree and brush. Includes chipping of tree limbs and stump removal/grinding. Includes related traffic control.
0032	Business Unit Management	All expenses of business/office managers for general management and administration of support functions. includes administering central facilities maintenance and facilities capital budgets.
3000	Class Of Frequency Coordination	Use for frequency coordination done with APCO, AASHTO or FCCA.

Source Code	Title	Description
1733	Concrete Plant Inspections	Performing QA/QC physical testing at the plant; sampling and transporting of materials from the plant to the lab for lab testing, plant reviews, and operations; investigating plant discrepancies; and other technical services in the plant or office associated with stationary concrete plants or mobile concrete paving plant inspection.
1734	Construction Materials Inspections	Performing construction phase material inspection and engineering, for structural steel, precast and pre-stressed concrete, reinforcement steel, and electrical products and related technical services in the field and office for materials to be used in multiple projects. Includes travel time, sampling, and sample delivery. Includes tasks related to reviewing shop drawings furnished by suppliers or fabricators and contractor working drawings or calculations, and for tasks related to structural metals inspection (materials surveys, physical and chemical laboratory testing, material inspection and engineering, and technical services in the field and offices).
1802	Construction Surveying	Use for surveys to provide staking for the contractor's operations and for any other construction phase surveying
2106	Crack Sealing	All surface crack sealing, crack filling, or rout and seal operations. Includes related materials, hauling, stockpiling, and traffic control.
3023	Elec Comm Eq Rep - Miles	
0400	Equipment Calibration-Mat Insp	Use when performing periodic equipment calibration for equipment used in the materials lab or on construction projects.
1800	Field Inspection	All construction project field inspection (not cyclical inspection of assets), including preparatory plans & spec review, measurement, and verification other than environmental monitoring. Includes field inspection of materials such as gradations, densities/DCP, proctors, compaction, slump tests, and field air tests. Witnessing claims, determination and computation of pay quantities, materials control and certification for progress vouchers, but not for final payments. Includes collecting and transporting samples for lab tests, but not the actual laboratory verifications. Includes all construction phase project related activities for project and resident engineers such as problem resolution, guidance and direction to field technicians. Includes all miscellaneous field engineering expenses used by district offices such as space rental, utilities, or other costs charged to the construction project Includes all work associated with evaluation of implementation of intelligent compaction devices to determine if construction contract terms have been met.
1040	Final Design Surveys	All district field and office tasks needed to respond to supplemental "Requests for Survey Data" and add the data to the surveys base map or DTM.
0601	Gen Training Preparation - Delivery	Use for time, materials, and travel expenses when developing or delivering training. includes course preparation, designing materials, and managing training records.
2210	Guardrail-Install/Repair/Maintenance	Install, repair, or maintain low tension cable, plate beams, and end treatments; cable tension adjustments; and reflector replacement. includes related traffic control.
2624	Indirect Expense	Indirect shop expenses and shop equipment. Allocate to mobile equipment.
1871	Lighting Maintenance & Utilities	All work related to installing, maintaining, restoring, or removing highway lighting systems and fixtures. Includes repairing, maintaining, or replacing supports necessary for roadway lighting luminaries. Includes patrol highway lighting, inspect lighting structures, electrical service for highway lighting, re-lamping, pump stations, anti-icing systems, truck roll-over warning systems and electrical repairs. Includes traffic control in support of roadway lighting activities. Use for tasks related to public inquiries/complaints, review utility billings, provide data, and conduct field reviews.

Source Code	Title	Description
1875	Locate One Call	Finding and marking locations of buried conduit, cables, hand holes, loops, etc. in order to maintain or repair the traffic management system, signal systems, or roadway lighting systems.
1732	Material Testing & Inspection	Performing construction phase and research physical and chemical laboratory testing, and related technical services in the districts and central labs, and for performing research and construction phase non-destructive testing materials surveys, and related technical services in the field and offices. Includes detour surveys. Non-destructive tests include, skid resistance and falling weight deflectometer (FWD) testing.
2660	Misc Revenue	Used only by Office of Financial Management for billing and deposit transactions and to record payments to the department for gravel sold to contractors and others.
2822	Miscellaneous Bridge Maintenance	Miscellaneous maintenance tasks performed on a specific bridge or structure not covered by other source codes. Includes work on items such as stairways, drains, fencing, light bases, transient guards, and access doors. Includes transient removal, ordering materials, and picking up equipment. Includes related traffic control.
3049	On Call Electronic Communications Infrastructure Maintenance	To be used by Statewide Radio Communications personnel to record on-call time.
2142	Overhead Sign Panel Maintenance	Work related to the repair and replacement of overhead sign panels, extruded sign panels mounted on I-beams, and overhead sign structures. Includes related cable locates and traffic control. Does not include structural work.
2102	Patching	Related source type codes: 2103-Heavy patching, 2104-Bituminous paving, 2105-Blow patching
1520	Pavement Management System	For tasks related to the operation of the pavement management system, including development and maintenance/technical support. Includes tasks to meet needs external to MnDOT.
2406	Plowing & Material Application	Shoulder to shoulder snow removal operation, winging back, snow blowing drifts, and the application of de-icing chemicals using mobile equipment. Includes changing cutting edges during event and related traffic control.
3005	Radio - Mobile Equipment	Use for the repair and preventative maintenance of all equipment associated with wireless two-way radio communications systems (includes mobile radios, portable radios, base stations, console workstations, recorders, etc.). Non-MnDOT equipment - Must use Project number assigned to requesting agency (State Patrol, DNR, BCA, Fire Marshall). See OSRC Project Code list.
3027	Radio Programming	Creating or modifying radio frequency programs and programming mobile and portable radios. Does not include mobile radios used as fixed base radios as part of the Inter-OP System (Use 3009).
3002	Radio/Electronic Infrastructure	Use for the repair and preventative maintenance of all equipment associated with wireless two-way radio communications systems (includes mobile radios, portable radios, base stations, console workstations, recorders, etc.). Non-MnDOT equipment - Must use Project number assigned to requesting agency; Department of Public Safety (DPS) includes State Patrol (SP) Bureau of Criminal Apprehension (BCA), Fire Marshall); does not include Department of Natural Resources (DNR). See OSRC Project
3007	Radio/Electronic System Engineering	Use for design of microwave, radio and miscellaneous electronic systems.
3009	Radio/Electronic System Upgrade & Installation	Use for the installation and other services needed to provide major system upgrades or improvements to wireless or electronic systems. Use for all work performed to correct or repair deficiencies found in a new installation.
1716	Record Sampling	Used by Materials and Research Section and district materials staff to verify inspector" sampling and testing procedures and checking inspectors' equipment during project construction as required by FHWA. Use when performing field tests on split sample.

Source Code	Title	Description
2222	Sign/Delineation/Marker Repair	Replacing, repairing, and washing signs (including temporary stop signs). Includes re-sequencing intersection signing and repair/replace overhead and extrude signs mounted on I-beams. Includes related cable locates and traffic control.
1182	Soils/Foundation Field/Laboratory Tests	All laboratory testing necessary to provide geotechnical information to complete roadway soils recommendations and approvals for use in the development of Final Design Plans and Special Provisions. Lab work includes R-value, resilient modulus, soil classification, gradation, proctor testing, unconfined compression, consolidation, direct simple shear, direct shear, permeability and triaxial tests.
1879	State Furnished Materials	Use to record labor hours, equipment usage, and material costs to supply state furnished materials to a state road construction project with federal participation.
1738	State Project - Specific Materials Inspection	Performing material inspection and engineering for materials designated for a specific construction project (SP). Generally applies to inspection of such things as structural steel, prestressed concrete items, and most precast concrete items and related technical services in the field and offices when related to a particular SP. Use for SP specific tasks related to performing the review of shop drawings furnished by suppliers or fabricators and contractor working drawings or calculations, and for tasks related to structural metals inspection (materials surveys, physical and chemical laboratory testing, material inspection and engineering and technical services in the field and offices).
1434	Structural Metals Inspection-Non DOT	Reviewing shop drawings furnished by suppliers, fabricators, and contractors (working drawing or calculations), and for tasks related to structural metals inspection (materials surveys, physical and chemical laboratory testing, material inspection and engineering, and technical services in the field and offices) for local agency projects.
2629	Supplies & Small Tools	Shop tools, small equipment, and supplies that cannot be directly charged to a mobile equipment unit.
0152	Support Services	Work that supports general office management, system management such as entering data into SWIFT, PPMS, PUMA and other MnDOT systems, attending staff meetings and other indirect support activities.
1312	Tech Assist-Outside MnDOT	Use when providing technical assistance to an organization external to MnDOT.
3025	Tower/Building Maintenance	Use for all tasks related to the maintenance of a tower building or site. Includes towers, buildings, generators, LP system, fencing, landscaping, grounding, ice bridge, cable management, climbing ladders, card key systems, and HVAC.
1876	Traffic Counting	Use to record labor, equipment usage, and material costs for activities related to traffic counts made for statewide traffic monitoring or traffic operations. Includes all activities related to traffic counting, such as taking requests, assigning priorities, collecting field data, processing data, and developing new techniques for collection.
1501	Traffic Management System (TMS)	Used by traffic operations staff for all tasks that support the RTMC's operations center (or TOCC) providing traveler information, managing incidents and monitoring the FMS. Includes dynamic message sign maintenance, ramp meter maintenance, camera maintenance, and loop detection activities. Includes maintenance activities related to any ITS or TMS device such as RTMC cables, monitor wall, switchers, routers, or modems. Use to record all costs for maintenance activities related to traffic management fiber optics. Use for tasks related to maintaining traffic operations software including minor software enhancements and fixes. Use when providing traffic operations technical assistance external to MnDOT. Use with

Source Code	Title	Description
1513	Traffic Management System (TMS) Integration	For tasks associated with the incorporation of new and existing TMS devices (cameras, loops, DMS, and other ITS devices) into existing infrastructure to ensure proper operation. Use with the Construction/Program Delivery Appropriation.
1500	Traffic Mgt System Maintenance	Used by staff to maintain various Intelligent Transportation System (ITS) devices such as dynamic message signs, ramp meters, cameras, detection, cables, RICWS, video wall monitors, switches, routers or modems. Used to record all costs for maintenance activities related to traffic management fiber optics. Not to be used for Lighting or Traffic Signal maintenance.
1721	Traffic Sign Work Orders	Use for work involved in preparing work orders for traffic signs. Use only with Maintenance Operations appropriation (T790081).
2863	Traffic Signal Inspection	Work related to cyclical structural and electrical inspection and preventive maintenance checks of traffic signal systems/structures. Includes labor, equipment, materials, and traffic control.
1870	Traffic Signal Maintenance	Work related to the structural repair and replacement of traffic signal system structures and all electrical maintenance for traffic signal systems including electrical power, labor, equipment materials, GSOC locates, traffic control and responses to public inquiries.
2834	Waterway Maintenance	All tasks related to waterway maintenance for deck bridges. Includes debris removal, waterway cleanup, channel repair, and channel protection repair that is not part of slope protection. Includes related traffic control.

**CITY COUNCIL
AGENDA ITEM 6C**

STAFF ORIGINATOR: Michael Grochala, Community Development Director

MEETING DATE: April 25, 2022

TOPIC: Consider Resolution No. 22-42 Approving 1st Amendment to Development and PUD Agreement

VOTE REQUIRED: 3/5

INTRODUCTION

Staff is request City Council approval to amend the Development and PUD Agreement for the Lyngblomsten project.

BACKGROUND

The City Council approved the Development and PUD Agreement with Lyngblomsten at Lino Lakes, LLC on July 26, 2021. The agreement included requirements for the construction of improvements on Hodgson Road (CSAH 49) and County Road J (Ash Street). Per Section 19(d) if the City and County have not entered into an agreement by April 30, 2022 to construct the roadway improvements, Lyngblomsten is required to prepare plans and specification for the off-site improvements and once approved, proceed with construction.

Anoka County has initiated final design for the improvement in cooperation with Lino Lakes, Ramsey County and the City of Shoreview. However, we do not anticipate execution of a Joint Powers Agreement with Anoka County until the end of summer or early fall. Accordingly, we are proposing an amendment to Section 19(b) of the agreement to change the date for agreement between City and County to September 30, 2022.

RECOMMENDATION

Staff is recommending approval of Resolution No. 22-42.

ATTACHMENTS

1. Resolution No. 22-42

**CITY OF LINO LAKES
RESOLUTION NO. 22-42**

**RESOLUTION APPROVING FIRST AMENDMENT TO DEVELOPMENT AND
PUD AGREEMENT FOR
LYNGBLOMSTEN AT LINO LAKES ADDITION**

WHEREAS, on July 26, 2021, the City Council passed Resolution No. 20-95 approving the Development and PUD Agreement (“Agreement”) for Lyngblomsten at Lino Lakes Addition; and

WHEREAS, Section 19 (d) requires Lyngblomsten to prepare plans and complete certain off-site improvement unless the City of Lino Lakes (“City”) and Anoka County have entered into an agreement by April 30, 2022 to complete said off-site improvements; and

WHEREAS, Anoka County is proceeding with final design of the off-site improvements in cooperation with the City, Ramsey County and the City of Shoreview; and

WHEREAS, a Joint Powers Agreement between Anoka County and City is proposed to be completed within the next four months; and

WHEREAS, the City and Lyngblomsten at Lino Lakes, LLC (“Developer”) have determined it is in the interest of both parties to extend the date for City and County agreement to September 30, 2022;

NOW, THEREFORE BE IT RESOLVED by The City Council of The City of Lino Lakes hereby approves the First Amendment to Development Agreement and Planned Unit Development Agreement between Lyngblomsten at Lino Lakes, LLC, attached hereto as Exhibit A, 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 25th day of April, 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

Exhibit A

FIRST AMENDMENT AGREEMENT

This First Amendment Agreement made this ____ day of _____, 2022, amends the July 26, 2021 Development Agreement and Planned Unit Development Agreement (“DA”) by and between the City of Lino Lakes (“City”) and Lyngblomsten at Lino Lakes, LLC (“Developer”) said DA being recorded as Document No. 2339598.003 in the Office of the Anoka County Recorder.

Except as expressly modified herein, the terms and conditions of the DA remain in full force and effect

Section 19(d) of the DA is hereby modified by this First Amendment Agreement as follows:

The development requires turn lane, off-site stormwater and signal improvements along Hodgson Road (County State Aid Highway 49) and County Road J (Ash Street) as generally identified on the Concept Plan dated August 24, 2020 prepared by SHE, Inc. subject to approval by Anoka County and Ramsey County, the “Off-Site Improvements,” which the parties anticipate will be constructed by Anoka County in 2023. Developer’s share of the Off-Site Improvements intended to be constructed by Anoka County is \$902,000. The Developer shall deposit with the City security in the amount of \$1,127,500, which represents 125% of the Developer’s share of the Off-Site Improvements. The security shall be provided in the form of cash escrow, surety agreement or letter of credit in a form acceptable to the City, each of which may be drawn upon by the City in the event Developer fails to pay the Developer’s share of the Off-Site Improvements within thirty days after invoice therefore. The Developer shall also coordinate and cooperate with Anoka County and Ramsey County in the Counties’ efforts to undertake additional off-site improvements related to the Hodgson Road (County State Aid Highway 49) and County Road J (Ash Street) intersection improvements. Such work shall be completed consistent with the 49 & J Road Concept Layout prepared by SEH dated August 24, 2020.

It is understood by the parties hereto that Anoka County may itself undertake the Off-Site Improvements, and that such work may be the subject of an agreement between the County and the City. If the City and Anoka County enter an agreement by which Anoka County proceeds with a project that includes construction of the Off-Site Improvements by the County, the City shall retain the cash escrow portion of security referenced in this paragraph, and the letter of credit or surety agreement shall be returned to the Developer. However, if no County/City Agreement for the construction of the Off-Site Improvements by the County is in place by September 30, 2022 the Developer shall submit final construction plans providing for construction of the Off-Site Improvements by Developer depicted as Contractor Roadway and Parcel Area on the SEH November 10, 2020 49 & J Road Concept Plan, Exhibit E (consisting of the turn lane, trails, boulevard trees and signage located within the right of way). The final construction plans shall be approved by the City and County Engineers. In the event Developer undertakes such construction, the security required by this Section 19.d shall be reduced (in the event of a surety agreement or letter of credit) and/or released to Developer (in the event of a cash deposit) consistent with the release procedure set forth in Sections 3 through 5 of the Surety Agreement set forth on Exhibit D attached hereto.

DEVELOPER

By: _____

Its: _____

CITY

By: _____

Its: _____

This instrument was drafted by:
Rupp, Anderson, Squires, Waldspurgen
& Mace, P.A.
333 South Seventh Street, Suite 2800
Minneapolis, MN 55402