

EXPANDED AGENDA



CITY COUNCIL AGENDA

Monday, May 23, 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, Ruhland, Rafferty were present; Councilmember Lyden was absent**
- Pledge of Allegiance
- Open Mike / Public Comment *(in person or received in writing prior to meeting)*
**Jolie and Tim Lahlum, 931 Lois Lane, spoke against the City storm water fee;
Kelly Freidt, 939 Lois Lake, spoke against the City storm water fee**
- Setting the Agenda: Addition or Deletion of Agenda Items
The agenda was approved as presented.

PROCLAMATION

Arbor Day Proclamation

CONSENT AGENDA

- A) Consider Approval of Expenditures for May 23, 2022 (Check No. 116442 through 116518) in the Amount of \$406,949.34
- B) Consider Approval of May 2, 2022 Work Session Minutes
- C) Consider Approval of May 9, 2022 Council Meeting Minutes
- D) Consider Approval of Resolution 22-51, 1-4 Day Temp. Liquor, and Cabaret License for the Annual St. Joseph's Catholic Church Festival
- E) Consider Approval of Resolution 22-52, Approving a Peddler License for Everlight Solar
- F) Consider Approval of May 9, 2022 Council Work Session Minutes
- G) Consider Approval of May 9, 2022 Board of Appeal Minutes
- H) Consider Approval of Resolution 22-54, Approving a Permit for Consumer Firework Sales at Super Target

- I) Consider Approval of Not Waiving Monetary Limits on Municipal Tort Liability Established by Minnesota Statute 466.04
- J) Consider Approval of 1st Quarter 2022 Financial Report
- K) Consider Approval of Appointment of The Rookery Part-Time Staff

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

2. FINANCE DEPARTMENT REPORT

No report

3. ADMINISTRATION DEPARTMENT REPORT

- A) Consider Approval of Resolution 22-53, Issuance of an On-Sale and Sunday Sales Liquor License for MC Tap House, Julie Bartell

Action Taken: Motion by Cavegn, seconded by Ruhland, to approve Resolution No. 22-53, as presented, was adopted

4. PUBLIC SAFETY DEPARTMENT REPORT

- A) Consider 2nd Reading of Ordinance No. 01-22, Enacting Ordinance Regulating Possession of Catalytic Converters, John Swenson

Action Taken: Motion by Stoesz, seconded by Cavegn, to approve the 2nd Reading and adoption of Ordinance No. 01-22 as presented, was adopted

- B) Consider Minnesota Financial Crime Task Force Joint Powers Agreement, John Swenson

Action Taken: Motion by Cavegn, seconded by Ruhland, to approve accept the Report as recommended, was adopted

- C) Consider Authorization to Purchase 2004 Spartan Fire Engine, John Swenson

Action Taken: Motion by Ruhland, seconded by Cavegn, to approve the purchase as requested, was adopted

5. PUBLIC SERVICES DEPARTMENT REPORT

- A) Consider Resolution No. 22-63, Approving Change Order No. 1, Water Tower No. 2, Diane Hanke

Action Taken: Motion by Cavegn, seconded by Ruhland, to approve Resolution No. 22-63, as presented, was adopted

- B) Consider Resolution No. 22-61, Accepting Quotes and Awarding a Construction Contract, Woods of Baldwin Lake Park Site Improvements, Rick DeGardner

Action Taken: Motion by Ruhland, seconded by Cavegn, to approve Resolution No. 22-61, as presented, was adopted

- C) Consider Resolution No. 22-62, Approving Contract with Northland Recreation Inc. for Woods of Baldwin Lake Park Playground Equipment, Rick DeGardner

Action Taken: Motion by Ruhland, seconded by Cavegn, to approve Resolution No. 22-62, as presented, was adopted

6. COMMUNITY DEVELOPMENT REPORT

- A) Consider Resolution No. 22-60, Accepting Water Efficiency Grant Funds, Andy Nelson

Action Taken: Motion by Cavegn, seconded by Ruhland, to approve Resolution No. 22-60, as presented, was adopted

- B) Consider Resolution No. 22-64, Approving LCCMR Grant Application, Water Stewardship, Michael Grochala

Action Taken: Motion by Stoesz, seconded by Ruhland, to approve Resolution No. 22-64, as presented, was adopted; Cavegn voted nay

- C) Consider Resolution No. 22-65, Approving Participation in Anoka County CDBD and HOME programs, Michael Grochala

Action Taken: Motion by Cavegn, seconded by Ruhland, to approve Resolution No. 22-65, as presented, was adopted

7. UNFINISHED BUSINESS

None

8. NEW BUSINESS







None

Adjournment

Action Taken: Motion by Ruhland, seconded by Cavegn, to approve adjourn at 7:30 p.m., was adopted

LINO LAKES
ECONOMIC DEVELOPMENT AUTHORITY
MEETING
Immediately following Regular City Council Meeting
City Council Work Room

Community Calendar – A Look Ahead
May 23, 2022 through June 13, 2022

 Wednesday, June 1	6:30 pm, Council Chambers	Park Board
 Thursday, June 2	8:00 am, Community Room	EDAC
 Monday, June 6	6:00 pm, Community Room	Council Work Session
 Wednesday, June 8	6:30 pm, Council Chambers	Planning & Zoning Board
 Monday, June 13	6:00 pm, Community Room	Council Work Session
 Monday, June 13	6:30 pm, Council Chambers	City Council Meeting



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4. PUBLIC SAFETY DEPARTMENT REPORT

- A) Consider 2nd Reading of Ordinance No. 01-22, Enacting Ordinance Regulating Possession of Catalytic Converters, John Swenson

**Council may vote to dispense with the full reading of the ordinance*

**Roll call vote is required for adoption of the ordinance*

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- C) Consider Authorization to Purchase 2004 Spartan Fire Engine, John Swenson

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8. NEW BUSINESS

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Adjournment

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PROCLAMATION
ARBOR DAY - TREE CITY USA

- WHEREAS,** In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and
- WHEREAS,** this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and
- WHEREAS,** Arbor Day is now observed throughout the nation and the world, and
- WHEREAS,** trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and
- WHEREAS,** trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and
- WHEREAS,** trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community.

NOW THEREFORE, I, Rob Rafferty, Mayor of the City of Lino Lakes, do hereby proclaim May 24th, 2022 as Arbor Day in the City of Lino Lakes and the month of May, 2022 as Arbor Month.

Dated the 23rd day of May, 2022

Rob Rafferty, Mayor

Attest: Julianne Bartell, City Clerk



Expenditures

May 23, 2022

Check #116442 to #116518

\$406,949.34

Accounts Payable

Check Detail

User: jessica.eller
Printed: 05/18/2022 - 2:26PM



Check Number	Check Date	Amount
1030 - CCP Industries Line Item Account		
116452	05/23/2022	
Inv IN03006838		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/25/2022	High visibility t-shirts for seasonal staff	101-430-4211-000
		1,415.74
Inv IN03006838 Total		1,415.74
116452 Total:		1,415.74
1030 - CCP Industries Total:		1,415.74
1042 - Gerten Greenhouses & Garden Center, Inc. Line Item Account		
116469	05/23/2022	
Inv 74099/30		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
05/04/2022	Town Center Landscape	101-432-4211-503
		234.88
Inv 74099/30 Total		234.88
Inv 748499/1		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
05/04/2022	Town Center Landscape	101-432-4211-503
		143.51
Inv 748499/1 Total		143.51
Inv G13424/6		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
05/06/2022	Town Center Planters	101-432-4211-503
		1,665.10
Inv G13424/6 Total		1,665.10
116469 Total:		2,043.49
1042 - Gerten Greenhouses & Garden Center, Inc. Total:		2,043.49
1104 - Walters Recycling & Refuse Line Item Account		
116515	05/23/2022	
Inv 6152061		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>

Check Number	Check Date		Amount
05/10/2022	Trash & Recycling	202-451-4384-000	210.23
Inv 6152061 Total			210.23
Inv 6152146			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2022	Trash & Recycling	101-450-4384-000	121.16
05/10/2022	Organic Recycling	101-462-4410-000	105.78
05/10/2022	Organic Recycling	101-462-4410-000	83.85
05/10/2022	Trash & Recycling	101-432-4384-500	270.46
05/10/2022	Trash & Recycling	101-432-4384-502	108.48
05/10/2022	Organic Recycling	101-462-4410-000	70.95
05/10/2022	Trash & Recycling	101-432-4384-501	37.54
05/10/2022	Trash & Recycling	101-432-4384-503	373.93
05/10/2022	Organic Recycling	101-462-4410-000	67.08
Inv 6152146 Total			1,239.23
116515 Total:			1,449.46
1104 - Walters Recycling & Refuse Total:			1,449.46
115 - Centennial Utilities Line Item Account			
116454	05/23/2022		
Inv April 2022			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/30/2022	Natural Gas	602-495-4383-000	20.01
04/30/2022	Natural Gas	101-450-4383-000	145.08
04/30/2022	Natural Gas	101-432-4383-503	2,269.44
04/30/2022	Natural Gas	101-450-4383-000	149.42
04/30/2022	Natural Gas	202-451-4383-000	4,259.57
04/30/2022	Natural Gas	101-450-4383-000	20.01
Inv April 2022 Total			6,863.53
116454 Total:			6,863.53
115 - Centennial Utilities Total:			6,863.53
1169 - Meridian Energy Products Line Item Account			
116483	05/23/2022		
Inv 2204271			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/04/2022	Replace street light at TCP & Rookery entrance	101-430-4385-000	412.00
Inv 2204271 Total			412.00
116483 Total:			412.00

Check Number	Check Date		Amount
1169 - Meridian Energy Products Total:			412.00
1177 - Innovative Office Solutions LLC Line Item Account			
116477	05/23/2022		
Inv	SUM-067380		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/30/2022	Paper	101-432-4200-000	343.62
04/30/2022	Floor tent sign & pencil holder	202-451-4200-301	126.45
Inv SUM-067380 Total			470.07
116477 Total:			470.07
1177 - Innovative Office Solutions LLC Total:			470.07
118 - Central Wood Products - Rivard Companies Line Item Account			
116455	05/23/2022		
Inv	491254		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2022	Mulch	101-450-4211-000	1,101.25
Inv 491254 Total			1,101.25
116455 Total:			1,101.25
118 - Central Wood Products - Rivard Companies Total:			1,101.25
121 - CenturyLink Line Item Account 101-432-4321-503			
116456	05/23/2022		
Inv	6517843659805		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2022	Phone & Internet Services	101-432-4321-503	59.92
Inv 6517843659805 Total			59.92
Inv 7637869015785			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2022	Phone & Internet Services	202-451-4321-000	63.42
Inv 7637869015785 Total			63.42
116456 Total:			123.34
121 - CenturyLink Total:			123.34
122 - CES Imaging Line Item Account 101-432-4410-503			
116457	05/23/2022		

Check Number	Check Date		Amount
Inv	INV139723		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2022	May Plotter/Scanner Maintenance	101-432-4410-503	80.00
Inv INV139723 Total			80.00
116457 Total:			80.00
122 - CES Imaging Total:			80.00
1261 - Dell Marketing LP Line Item Account			
116466	05/23/2022		
Inv	10581560121		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/03/2022	Rookery replacement monitors	202-451-4240-301	373.62
Inv 10581560121 Total			373.62
116466 Total:			373.62
1261 - Dell Marketing LP Total:			373.62
1264 - Hach Company Line Item Account			
116472	05/23/2022		
Inv	13009643		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/29/2022	Field sample kit for potable water	601-494-4222-000	589.12
Inv 13009643 Total			589.12
Inv	13016778		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/04/2022	Cell cleaning kit	601-494-4222-000	115.92
Inv 13016778 Total			115.92
116472 Total:			705.04
1264 - Hach Company Total:			705.04
129 - City of Blaine Line Item Account			
116459	05/23/2022		
Inv	Q1 2022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	Q1 2022 TZD Grant	101-000-2080-000	4,188.09
Inv Q1 2022 Total			4,188.09

Check Number	Check Date	Amount
116459 Total:		4,188.09
129 - City of Blaine Total:		4,188.09
13 - AFLAC Line Item Account 101-000-2040-000		
116445	05/23/2022	
Inv	396779	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
05/12/2022	Insurance Premiums	101-000-2040-000
		310.22
Inv 396779 Total		310.22
116445 Total:		310.22
13 - AFLAC Total:		310.22
132 - City of Fridley Line Item Account		
116462	05/23/2022	
Inv	Q1 2022	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/31/2022	Q1 2022 TZD Grant	101-000-2080-000
		3,323.57
Inv Q1 2022 Total		3,323.57
116462 Total:		3,323.57
132 - City of Fridley Total:		3,323.57
136 - City of Roseville Line Item Account		
116464	05/23/2022	
Inv	0230894	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
05/02/2022	May IT Services	101-407-4310-000
		14,030.73
05/02/2022	May IT Services	603-496-4310-000
		712.61
05/02/2022	May IT Services	602-495-4310-000
		1,781.52
05/02/2022	May IT Services	601-494-4310-000
		1,781.52
Inv 0230894 Total		18,306.38
116464 Total:		18,306.38
136 - City of Roseville Total:		18,306.38
14 - AFSCME Council #5 Line Item Account 101-000-2040-000		
116442	05/13/2022	

Check Number	Check Date		Amount
<hr/>			
Inv			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2022	PR Batch 00002.05.2022 Union Dues AFSCME	101-000-2040-000	430.08
Inv Total			430.08
			<hr/>
116442 Total:			430.08
			<hr/>
14 - AFSCME Council #5 Total:			430.08
<hr/>			
1410 - Rupp, Anderson, Squires & Waldspurger, P.A. Line Item Account			
116499	05/23/2022		
Inv	15086		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/06/2022	February Legal - Watermark Subdivision	801-000-2327-103	1,316.00
05/06/2022	February Legal - DNR Water Appropriation Permit Contested	601-494-4301-000	1,302.00
05/06/2022	February Legal - Miscellaneous	101-414-4301-000	204.00
05/06/2022	February Legal - NE Drainage Area Phase 1	422-499-4301-125	323.00
05/06/2022	February Legal - Garden Estates	801-000-2300-000	493.50
05/06/2022	February Legal - Nature's Refuge	801-000-2314-103	47.00
Inv 15086 Total			3,685.50
			<hr/>
116499 Total:			3,685.50
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1410 - Rupp, Anderson, Squires & Waldspurger, P.A. Total:			3,685.50
<hr/>			
1447 - Wheeler Hardware Company Line Item Account			
116516	05/23/2022		
Inv	SPI126961		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/07/2022	Closer	202-451-4211-301	291.63
Inv SPI126961 Total			291.63
			<hr/>
116516 Total:			291.63
			<hr/>
1447 - Wheeler Hardware Company Total:			291.63
<hr/>			
1535 - S&S Industrial Hardware Supply Line Item Account			
116500	05/23/2022		
Inv	323369		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/29/2022	Bridge pins #252	101-431-4221-000	14.59
Inv 323369 Total			14.59

Check Number	Check Date	Amount		
116500 Total:				14.59
1535 - S&S Industrial Hardware Supply Total:				14.59
1578 - Springbrook Holding Company, LLC Line Item Account				
116503	05/23/2022			
Inv	INV-009385			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
05/04/2022	April Civic Pay Credit Card Fees	601-494-4345-000	224.00	
05/04/2022	April Civic Pay Credit Card Fees	602-495-4345-000	224.00	
05/04/2022	April Civic Pay Credit Card Fees	101-407-4345-000	5.00	
05/04/2022	April Civic Pay Credit Card Fees	603-496-4345-000	224.00	
Inv INV-009385 Total				677.00
116503 Total:				677.00
1578 - Springbrook Holding Company, LLC Total:				677.00
16 - Aid Electric Corporation Line Item Account				
116446	05/23/2022			
Inv	69617			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
05/04/2022	Temporary wiring for floor grinders	202-451-4300-301	890.05	
Inv 69617 Total				890.05
Inv	69618			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
05/04/2022	Replace devices & troubleshoot pool lighting	202-451-4300-301	3,614.58	
Inv 69618 Total				3,614.58
Inv	69619			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
05/04/2022	Hook-up logging meter to 208V service	101-432-4300-503	242.00	
Inv 69619 Total				242.00
Inv	69620			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
05/04/2022	Add TV receptacle to party room	202-451-4300-301	442.54	
Inv 69620 Total				442.54
Inv	69621			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
05/04/2022	Replace EXIT light in daycare room	202-451-4300-301	208.51	

Check Number	Check Date	Amount
Inv 69621 Total		208.51
116446 Total:		5,397.68
16 - Aid Electric Corporation Total:		5,397.68
1615 - Lennar MN Division Line Item Account		
116480	05/23/2022	
Inv 2021-00012		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
05/05/2022	Escrow Release - 7396 Emily Circle	801-000-2318-000
		3,400.00
Inv 2021-00012 Total		3,400.00
116480 Total:		3,400.00
1615 - Lennar MN Division Total:		3,400.00
1677 - MNSPECT, LLC Line Item Account		
116489	05/23/2022	
Inv 8971		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/30/2022	Field Inspections	101-422-4410-000
		4,080.00
Inv 8971 Total		4,080.00
116489 Total:		4,080.00
1677 - MNSPECT, LLC Total:		4,080.00
1761 - T-Mobile USA Inc Line Item Account		
116510	05/23/2022	
Inv April 2022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/21/2022	Cell Phone/Wi-Fi Service	602-495-4321-000
		154.69
04/21/2022	Cell Phone/Wi-Fi Service	101-461-4321-000
		29.33
04/21/2022	Cell Phone/Wi-Fi Service	601-494-4321-000
		154.74
04/21/2022	Cell Phone/Wi-Fi Service	101-422-4321-000
		161.61
04/21/2022	Cell Phone/Wi-Fi Service	101-430-4321-000
		100.76
04/21/2022	Cell Phone/Wi-Fi Service	101-450-4321-000
		58.03
Inv April 2022 Total		659.16
116510 Total:		659.16
1761 - T-Mobile USA Inc Total:		659.16

Check Number	Check Date	Amount		
1769 - Taylor Print Impressions Line Item Account				
116508	05/23/2022			
Inv	6724024			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
04/29/2022	UB Return Envelopes	603-496-4200-000		321.34
04/29/2022	UB Return Envelopes	602-495-4200-000		321.35
04/29/2022	UB Return Envelopes	601-494-4200-000		321.35
Inv 6724024 Total				964.04
Inv	6724025			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
04/29/2022	UB Window Envelopes	602-495-4200-000		358.85
04/29/2022	UB Window Envelopes	601-494-4200-000		358.85
04/29/2022	UB Window Envelopes	603-496-4200-000		358.84
Inv 6724025 Total				1,076.54
116508 Total:				2,040.58
1769 - Taylor Print Impressions Total:				2,040.58
1842 - City of Anoka Line Item Account				
116458	05/23/2022			
Inv	Q1 2022			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/31/2022	Q1 2022 TZD Grant	101-000-2080-000		642.27
Inv Q1 2022 Total				642.27
116458 Total:				642.27
1842 - City of Anoka Total:				642.27
1843 - Centennial Lakes Police Department Line Item Account				
116453	05/23/2022			
Inv	Q1 2022			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/31/2022	Q1 2022 TZD Grant	101-000-2080-000		2,869.43
Inv Q1 2022 Total				2,869.43
116453 Total:				2,869.43
1843 - Centennial Lakes Police Department Total:				2,869.43
1844 - City of Ramsey Line Item Account				

Check Number	Check Date		Amount
116463	05/23/2022		
Inv	Q1 2022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	Q1 2022 TZD Grant	101-000-2080-000	5,204.15
Inv Q1 2022 Total			5,204.15
116463 Total:			5,204.15
1844 - City of Ramsey Total:			5,204.15
1845 - City of Coon Rapids Line Item Account			
116461	05/23/2022		
Inv	Q1 2022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	Q1 2022 TZD Grant	101-000-2080-000	8,383.57
Inv Q1 2022 Total			8,383.57
116461 Total:			8,383.57
1845 - City of Coon Rapids Total:			8,383.57
1848 - City of Columbia Heights Line Item Account			
116460	05/23/2022		
Inv	Q1 2022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	Q1 2022 TZD Grant	101-000-2080-000	1,839.09
Inv Q1 2022 Total			1,839.09
116460 Total:			1,839.09
1848 - City of Columbia Heights Total:			1,839.09
1872 - All Good Organics, Inc. Line Item Account			
116447	05/23/2022		
Inv	106		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/03/2022	Straw for tree planting	101-463-4211-000	48.00
Inv 106 Total			48.00
116447 Total:			48.00
1872 - All Good Organics, Inc. Total:			48.00

Check Number	Check Date		Amount
1873 - Wadsworth, Michael & Kimberly Line Item Account			
116514	05/23/2022		
Inv	2022-00435		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2022	Permit voided	101-000-3250-000	55.20
Inv 2022-00435 Total			55.20
			<hr/>
116514 Total:			55.20
			<hr/>
1873 - Wadsworth, Michael & Kimberly Total:			55.20
1874 - Squeegee Squad Line Item Account			
116504	05/23/2022		
Inv	852122		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2022	Window cleaning	202-451-4300-301	3,075.50
Inv 852122 Total			3,075.50
			<hr/>
116504 Total:			3,075.50
			<hr/>
1874 - Squeegee Squad Total:			3,075.50
192 - Emergency Apparatus Maintenance Line Item Account			
116467	05/23/2022		
Inv	122329		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2022	Repaired light, installed new shocks & clamp #622	101-431-4410-000	830.41
Inv 122329 Total			830.41
Inv	122425		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/15/2022	Major repairs #622	101-431-4410-000	13,539.37
Inv 122425 Total			13,539.37
Inv	123135		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/25/2022	Repair foam system #609	101-431-4410-000	475.81
Inv 123135 Total			475.81
			<hr/>
116467 Total:			14,845.59

Check Number	Check Date		Amount
192 - Emergency Apparatus Maintenance Total:			14,845.59
204 - Factory Motor Parts Company Line Item Account			
116468	05/23/2022		
Inv	159-066791		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/03/2022	Oil #318	101-431-4221-000	38.56
Inv 159-066791 Total			38.56
Inv	159-066992		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2022	Air filter panel #505	101-431-4221-000	9.22
Inv 159-066992 Total			9.22
Inv	159-Z09217		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2022	Stock battery rotation	101-431-4221-000	-4.44
Inv 159-Z09217 Total			-4.44
116468 Total:			43.34
204 - Factory Motor Parts Company Total:			43.34
244 - Gopher State One-Call Line Item Account			
116470	05/23/2022		
Inv	2020539		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/28/2022	February Tickets	601-494-4410-000	46.57
02/28/2022	February Tickets	602-495-4410-000	46.58
Inv 2020539 Total			93.15
Inv	2040539		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/30/2022	April Tickets	601-494-4410-000	317.25
04/30/2022	April Tickets	602-495-4410-000	317.25
Inv 2040539 Total			634.50
116470 Total:			727.65
244 - Gopher State One-Call Total:			727.65
249 - Grainger Line Item Account			
116471	05/23/2022		

Check Number	Check Date		Amount
Inv	9294678991		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2022	Pipe insulation & fitting covers	202-451-4211-301	32.95
Inv 9294678991 Total			32.95
116471 Total:			32.95
249 - Grainger Total:			32.95
264 - Hardwood Creek Lumber, Inc. Line Item Account			
116473	05/23/2022		
Inv	12461		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/03/2022	Pine lath	101-450-4211-000	200.00
Inv 12461 Total			200.00
116473 Total:			200.00
264 - Hardwood Creek Lumber, Inc. Total:			200.00
270 - Hauglies, Inc. Line Item Account			
116474	05/23/2022		
Inv	13566		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2022	Pool area wall tile	202-451-4300-301	7,565.80
Inv 13566 Total			7,565.80
116474 Total:			7,565.80
270 - Hauglies, Inc. Total:			7,565.80
271 - Hawkins, Inc. Line Item Account			
116475	05/23/2022		
Inv	6177525		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/04/2022	Pool chemicals	202-451-4211-301	516.83
Inv 6177525 Total			516.83
Inv	6177526		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/04/2022	Chlorine, Hydrofluosilicic Acid & LPC-5	601-494-4222-000	7,641.57
Inv 6177526 Total			7,641.57

Check Number	Check Date		Amount
116475 Total:			8,158.40
271 - Hawkins, Inc. Total:			8,158.40
298 - Hugo Equipment Company Line Item Account			
116476	05/23/2022		
Inv	178278		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/06/2022	Shutoff valve on concrete/asphalt saw	101-431-4221-000	17.79
Inv 178278 Total			17.79
116476 Total:			17.79
298 - Hugo Equipment Company Total:			17.79
311 - Instrumental Research, Inc. Line Item Account			
116478	05/23/2022		
Inv	4028		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/02/2022	April Water Testing	601-494-4410-000	283.50
Inv 4028 Total			283.50
116478 Total:			283.50
311 - Instrumental Research, Inc. Total:			283.50
312 - International Union Line Item Account 101-000-2040-000			
116443	05/13/2022		
Inv			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2022	PR Batch 00002.05.2022 Union Dues 49ers	101-000-2040-000	595.00
Inv Total			595.00
116443 Total:			595.00
312 - International Union Total:			595.00
34 - Anoka County Central Communications Line Item Account			
116448	05/23/2022		
Inv	Q1 2022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2022	Q1 2022 TZD Grant	101-000-2080-000	1,787.67

Check Number	Check Date		Amount
Inv Q1 2022 Total			1,787.67
116448 Total:			1,787.67
34 - Anoka County Central Communications Total:			1,787.67
365 - Law Enforcement Labor Services Line Item Account 101-000-2040-000			
116444	05/13/2022		
Inv			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2022	PR Batch 00002.05.2022 Union Dues LELS	101-000-2040-000	1,495.00
Inv Total			1,495.00
116444 Total:			1,495.00
365 - Law Enforcement Labor Services Total:			1,495.00
416 - Medica Line Item Account			
116481	05/23/2022		
Inv June 2022			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/12/2022	Health Insurance Premiums	101-463-4131-000	142.68
05/12/2022	Health Insurance Premiums	101-462-4131-000	114.15
05/12/2022	Health Insurance Premiums	603-496-4131-000	142.68
05/12/2022	Health Insurance Premiums	101-450-4131-000	1,289.56
05/12/2022	Health Insurance Premiums	101-402-4131-000	570.73
05/12/2022	Health Insurance Premiums	101-420-4131-000	20,212.86
05/12/2022	Health Insurance Premiums	101-421-4131-000	1,451.64
05/12/2022	Health Insurance Premiums	602-495-4131-000	1,687.47
05/12/2022	Health Insurance Premiums	101-407-4131-000	2,206.76
05/12/2022	Health Insurance Premiums	101-451-4131-000	148.10
05/12/2022	Health Insurance Premiums	202-451-4131-000	1,933.24
05/12/2022	Health Insurance Premiums	601-494-4131-000	1,687.49
05/12/2022	Health Insurance Premiums	101-430-4131-000	2,460.61
05/12/2022	Health Insurance Premiums	101-461-4131-000	171.22
05/12/2022	Health Insurance Premiums	101-416-4131-000	570.72
05/12/2022	Health Insurance Premiums	101-431-4131-000	1,933.24
05/12/2022	Health Insurance Premiums	101-000-2040-000	1,099.56
05/12/2022	Health Insurance Premiums	101-000-2041-000	9,050.66
05/12/2022	Health Insurance Premiums	101-422-4131-000	2,375.70
05/12/2022	Health Insurance Premiums	101-418-4131-000	570.73
Inv June 2022 Total			49,819.80
116481 Total:			49,819.80
416 - Medica Total:			49,819.80

Check Number	Check Date		Amount
418 - Menards - Forest Lake Line Item Account			
116482	05/23/2022		
Inv	83297		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/21/2022	Black pipe plugs & applicator	101-430-4211-000	12.73
Inv 83297 Total			12.73
Inv	83741		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2022	Address numbers	202-451-4211-301	14.94
Inv 83741 Total			14.94
116482 Total:			27.67
418 - Menards - Forest Lake Total:			27.67
42 - Anoka County Property Records & Taxation Line Item Account			
116449	05/23/2022		
Inv	22-18582		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/04/2022	Easement Encroachment Agreements	101-000-2081-000	92.00
Inv 22-18582 Total			92.00
Inv	22-23716		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/29/2022	Release of Certificates of Deferred Assessments	333-470-4300-000	46.00
04/29/2022	Easement Encroachment Agreements	101-000-2081-000	276.00
Inv 22-23716 Total			322.00
116449 Total:			414.00
116450	05/23/2022		
Inv	4/29/2022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/29/2022	2021 TIF	417-499-4915-000	514.55
04/29/2022	2021 TIF	419-499-4915-000	483.65
04/29/2022	2021 Special Assessments	301-499-4300-000	4,643.90
04/29/2022	2021 TIF	418-499-4915-000	2,445.80
04/29/2022	2021 TIF	301-499-4300-000	468.20
04/29/2022	2021 Truth in Taxation	101-407-4342-000	2,079.03
Inv 4/29/2022 Total			10,635.13
116450 Total:			10,635.13

Check Number	Check Date		Amount
42 - Anoka County Property Records & Taxation Total:			11,049.13
420 - Met Council Environmental Services (SAC) Line Item Account			
116485	05/23/2022		
Inv	4/30/2022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/30/2022	April 2022 SAC	101-000-2120-000	27,335.00
04/30/2022	April 2022 SAC	101-000-3414-000	-273.35
Inv 4/30/2022 Total			27,061.65
116485 Total:			27,061.65
420 - Met Council Environmental Services (SAC) Total:			27,061.65
421 - Metro Sales Incorporated Line Item Account			
116486	05/23/2022		
Inv	INV2038841		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/02/2022	Copier Maintenance Contract Ricoh/MP 4055SP Copier	101-420-4410-000	36.00
Inv INV2038841 Total			36.00
116486 Total:			36.00
421 - Metro Sales Incorporated Total:			36.00
422 - Metropolitan Area Management Association Line Item Account			
116487	05/23/2022		
Inv	1164		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/08/2022	April MAMA Meeting - Career Reflections	101-402-4330-000	25.00
Inv 1164 Total			25.00
116487 Total:			25.00
422 - Metropolitan Area Management Association Total:			25.00
423 - Met Council Environmental Services Line Item Account 602-495-4405-000			
116484	05/23/2022		
Inv	0001139655		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2022	June Waste Water Services	602-495-4405-000	90,644.91
Inv 0001139655 Total			90,644.91

Check Number	Check Date	Amount
116484 Total:		90,644.91
423 - Met Council Environmental Services Total:		90,644.91
430 - Midwest Radar & Equipment, Inc Line Item Account		
116488	05/23/2022	
Inv	5/4/2022	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
05/04/2022	Radar Detectors (12)	101-420-4410-000
		480.00
Inv 5/4/2022 Total		480.00
116488 Total:		480.00
430 - Midwest Radar & Equipment, Inc Total:		480.00
477 - NAC Mechanical & Electrical Line Item Account		
116490	05/23/2022	
Inv	197879	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
05/04/2022	New parts & balancing the ventilation system	202-451-4300-301
		51,930.00
Inv 197879 Total		51,930.00
116490 Total:		51,930.00
477 - NAC Mechanical & Electrical Total:		51,930.00
479 - Nardini Fire Equipment Co Line Item Account		
116491	05/23/2022	
Inv	IV00205186	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
05/03/2022	Alarm system inspection	202-451-4410-000
		605.00
Inv IV00205186 Total		605.00
116491 Total:		605.00
479 - Nardini Fire Equipment Co Total:		605.00
497 - Northway Irrigation/Landscape Line Item Account		
116492	05/23/2022	
Inv	17-927	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/25/2022	Start up - City Hall Park	101-450-4410-000
		29.36

Check Number	Check Date		Amount
Inv 17-927 Total			29.36
116492 Total:			29.36
497 - Northway Irrigation/Landscape Total:			29.36
508 - Optum Line Item Account			
116494	05/23/2022		
Inv	10199071291		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/06/2022	April Retiree & Cobra Fees	101-402-4410-000	80.00
Inv 10199071291 Total			80.00
116494 Total:			80.00
508 - Optum Total:			80.00
509 - O'Reilly Automotive Stores Line Item Account			
116495	05/23/2022		
Inv	5914-199133		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2022	Stock battery & oil filters	101-431-4221-000	94.39
Inv 5914-199133 Total			94.39
Inv	5914-199169		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2022	Stock oil filter & fuel/water separator filters	101-431-4221-000	84.01
Inv 5914-199169 Total			84.01
Inv	5914-199790		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/04/2022	Sensor #399	101-431-4221-000	47.73
Inv 5914-199790 Total			47.73
Inv	5914-199949		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2022	Battery #261	101-431-4221-000	86.18
Inv 5914-199949 Total			86.18
116495 Total:			312.31
509 - O'Reilly Automotive Stores Total:			312.31

Check Number	Check Date		Amount
54 - Aspen Mills, Inc. Line Item Account			
116451	05/23/2022		
Inv	293110		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2022	Uniform Allowance - W. Owens	101-420-4370-000	33.70
Inv 293110 Total			33.70
Inv	293376		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/04/2022	Uniform Allowance - A. Ulvenes	101-420-4370-000	89.65
Inv 293376 Total			89.65
Inv	293427		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/04/2022	Uniform Allowance - D. Thill	101-420-4370-000	334.65
Inv 293427 Total			334.65
Inv	293562		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/06/2022	Uniform Allowance - G. Carlson	101-420-4370-000	563.40
Inv 293562 Total			563.40
Inv	CM4573		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/30/2022	Uniform Allowance Credit - K. Tracy	101-420-4370-000	-26.85
Inv CM4573 Total			-26.85
116451 Total:			994.55
54 - Aspen Mills, Inc. Total:			994.55
546 - Pomp's Tire Service, Inc. Line Item Account			
116496	05/23/2022		
Inv	150156163		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/29/2022	Stock tires	101-431-4221-000	3,311.90
Inv 150156163 Total			3,311.90
116496 Total:			3,311.90
546 - Pomp's Tire Service, Inc. Total:			3,311.90

Check Number	Check Date		Amount
552 - Press Publications, Inc. Line Item Account			
116497	05/23/2022		
Inv	736857		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2022	Notice of Public Hearing - Tidal Wave Auto Spa	801-000-2300-000	17.92
04/27/2022	Notice of Public Hearing - Otter Lake Animal Care Center	801-000-2300-000	17.92
04/27/2022	Notice of Public Hearing - Otter Crossing 2nd Addition	801-000-2300-000	17.91
Inv 736857 Total			53.75
116497 Total:			53.75
552 - Press Publications, Inc. Total:			53.75
575 - Rivard Electric Company, Inc. Line Item Account			
116498	05/23/2022		
Inv	5/4/2022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/04/2022	Street light repair	101-430-4385-000	161.00
Inv 5/4/2022 Total			161.00
116498 Total:			161.00
575 - Rivard Electric Company, Inc. Total:			161.00
609 - SHI International Corp Line Item Account			
116501	05/23/2022		
Inv	B15179429		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/04/2022	2 Microsoft Office Licenses - Rookery Front Desk	202-451-4310-301	592.00
Inv B15179429 Total			592.00
116501 Total:			592.00
609 - SHI International Corp Total:			592.00
634 - Staples Business Credit Line Item Account			
116505	05/23/2022		
Inv	1641716326		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/25/2022	Toner & whiteboard eraser	101-421-4200-000	313.27
04/25/2022	Toner, dry-erase whiteboard, markers, pens, memo pads & calander	101-420-4200-000	214.57
Inv 1641716326 Total			527.84

Check Number	Check Date		Amount
116505 Total:			527.84
634 - Staples Business Credit Total:			527.84
643 - Storey Kenworthy/Matt Parrott Line Item Account			
116506	05/23/2022		
Inv	PINV992703		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2022	Accounts Payable Checks	101-407-4200-000	521.60
Inv PINV992703 Total			521.60
116506 Total:			521.60
643 - Storey Kenworthy/Matt Parrott Total:			521.60
655 - TASC - Client Invoices Line Item Account			
116507	05/23/2022		
Inv	IN2378984		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2022	April Admin Fees	101-402-4410-000	113.90
Inv IN2378984 Total			113.90
116507 Total:			113.90
655 - TASC - Client Invoices Total:			113.90
656 - TDS Metrocom MN Line Item Account			
116509	05/23/2022		
Inv	651-464-1150		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/13/2022	Phone Services	601-494-4321-000	39.02
05/13/2022	Phone Services	101-432-4321-000	196.66
Inv 651-464-1150 Total			235.68
116509 Total:			235.68
656 - TDS Metrocom MN Total:			235.68
671 - Trans Union LLC Line Item Account			
116511	05/23/2022		
Inv	04205771		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/25/2022	Background Check	101-421-4410-000	16.45

Inv 04205771 Total	16.45
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116511 Total:	16.45
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671 - Trans Union LLC Total:	16.45
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687 - U.S. Bank Visa Line Item Account

116512	05/23/2022
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Inv	5/6/2022
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/06/2022	4AllPromos/Rookery decal pens	202-451-4200-301	210.00
05/06/2022	Chets Spring Lake/Uniform Allowance - A. Nelson	101-463-4370-000	161.50
05/06/2022	Amazon/Silverware for City Hall	101-432-4200-000	43.98
05/06/2022	Professional Education Services/Tuition - S. Cotton	101-402-4330-000	94.50
05/06/2022	Amazon/Copy stamp	202-451-4200-301	8.98
05/06/2022	Image Printing/Annual Storm Water Statements	603-496-4410-000	275.66
05/06/2022	Amazon/Computer mouse	101-432-4200-000	10.95
05/06/2022	Green Paper Products/Supplies for RAC	101-462-4200-000	812.41
05/06/2022	4imprint/500 water bottles & 250 lanyards	202-451-4900-000	2,426.71
05/06/2022	Target/10 \$25 gift cards for employee recognition program	101-401-4900-000	250.00
05/06/2022	Airmist Sauna & Steam/Sauna heater	202-451-4211-301	2,150.00
05/06/2022	320 N Wabasha Ramp/Parking fee	101-420-4330-000	18.00
05/06/2022	Home Depot/Table saw blade	101-430-4240-000	39.97
05/06/2022	IAAI/Subscription fee - D. Sadowski	101-421-4452-000	25.00
05/06/2022	Amazon/SD card & camera tripod for staff photos	101-420-4240-000	54.78
05/06/2022	Amazon/Standing desk & mat - M. Rosewood	202-451-4240-301	394.99
05/06/2022	Holiday Inn/Lodging - K. Leibel	101-420-4330-000	408.33
05/06/2022	MN Fire Svc Cert Board/Charged twice - Refund requested	101-421-4300-000	25.00
05/06/2022	Best Buy/Cameras	202-451-4240-301	708.65
05/06/2022	Amazon/Computer monitor - L. Hogstad-Osterhues	403-402-4240-000	279.99
05/06/2022	Home Depot/Area rug	202-451-4211-301	188.75
05/06/2022	Calibre Press/Tuition - A. Ng	101-420-4330-000	359.00
05/06/2022	Amazon/Rechargeable batteries for Council microphones	101-432-4200-000	14.49
05/06/2022	Amazon/Voice recorder	101-420-4240-000	147.99
05/06/2022	League of MN Cities/Tuition - K. Leibel	101-420-4330-000	20.00
05/06/2022	Amazon/Stock brake pads	101-431-4221-000	122.98
05/06/2022	Home Depot/Drill kit, utility knives & tool bag	601-494-4240-000	131.95
05/06/2022	Amazon/Supplies for City Hall	101-432-4200-000	24.33
05/06/2022	All Seasons Rental/Auger rental for tree planting	101-463-4415-000	188.24
05/06/2022	Image Printing/April UB Statements	601-494-4410-000	105.50
05/06/2022	Walmart/Desk - M. Rosewood	202-451-4240-301	345.35
05/06/2022	Target/Cake, water & juice for retirement of M. Fogarty	101-401-4900-000	43.96
05/06/2022	Home Depot/Drill kit, utility knives & tool bag	602-495-4240-000	131.96
05/06/2022	Amazon/Battery	101-420-4211-000	35.99
05/06/2022	Walmart/File cabinet - M. Rosewood	202-451-4240-301	184.26
05/06/2022	Amazon/Photo backdrop & portable stand for staff photos	101-420-4240-000	57.78
05/06/2022	Amazon/Air freshner spray	101-432-4200-000	11.91
05/06/2022	Want a Lift Rental/Drivable lift	202-451-4415-301	465.00
05/06/2022	Holiday/April car washes	101-431-4300-000	616.00
05/06/2022	Home Depot/2 shop vacuum fitlers	101-431-4211-000	39.94
05/06/2022	Shutterstock/Stock photos monthly license fee	204-499-4452-000	29.00
05/06/2022	Amazon/2 broom & dustpan sets	202-451-4211-301	49.98
05/06/2022	Discount School Supply/Furniture for child watch area	202-451-4240-301	1,167.83
05/06/2022	Anthem Sports/Tennis net strap	101-450-4211-000	65.67

Check Number	Check Date		Amount
05/06/2022	Amazon/Dogging keys	202-451-4211-301	14.48
05/06/2022	Verizon/Cellphone service 3/24/2022 - 4/23/2022	101-420-4321-000	1,877.30
05/06/2022	Amazon/Returned voice recorder	101-420-4240-000	-149.00
05/06/2022	Anoka County/1st Qtr 2022 State Access Fee	101-420-4410-000	900.00
05/06/2022	Home Depot/Sanding plate, drill bits & tapcon screws	202-451-4211-000	115.39
05/06/2022	LTG Power Equipment/Gas & mixed gas	101-421-4211-000	69.80
05/06/2022	Home Depot/Ratchet straps & cutting wheel	101-430-4240-000	46.89
05/06/2022	Amazon/Batteries	101-421-4211-000	29.99
05/06/2022	Image Printing/April UB Statements	602-495-4322-000	300.77
05/06/2022	Home Depot/Supplies	202-451-4200-301	86.03
05/06/2022	Nagels Wabasha Ramp/Parking fees	101-420-4330-000	12.00
05/06/2022	ArcMate/EZ reachers & bag holder	101-450-4211-000	326.67
05/06/2022	At Home/Pool area furniture	202-451-4240-301	1,104.83
05/06/2022	Overstock/Reimbursed sales tax	202-451-4240-301	-205.19
05/06/2022	FedEx/Shipping cost for water analyzer	601-494-4300-000	92.75
05/06/2022	Home Depot/4 Police SUV keys for auction vehicles	101-431-4221-000	12.92
05/06/2022	JP Cooke Co./Dog license tags & "O" rings	101-420-4211-000	70.60
05/06/2022	Police Technical Group/Tuition - A. Ng	101-420-4330-000	375.00
05/06/2022	Overstock/8 benches for men's & women's locker rooms	202-451-4240-301	3,085.11
05/06/2022	Anoka County/Pool inspection	202-451-4300-301	675.00
05/06/2022	Anthem Sports/Reimbursed sales tax	101-450-4211-000	-16.32
05/06/2022	Adobe/Subscription for external redaction software	101-420-4200-000	33.73
05/06/2022	Walmart/Reimbursed sales tax	202-451-4240-301	-45.94
05/06/2022	Dollar Tree/Supplies for Rookery job fair	202-451-4200-301	41.51
05/06/2022	Amazon/Struggle Well training	101-420-4330-000	15.99
05/06/2022	At Home/Pool area furniture	202-451-4240-301	1,709.79
05/06/2022	EPoliceSupply/2 commendation bars	101-420-4370-000	51.95
05/06/2022	Image Printing/Annual Storm Water Statements	603-496-4322-000	764.41
05/06/2022	Pizza T/PW Employee Appreciation Lunch	101-401-4900-000	115.43
05/06/2022	Home Depot/Returned Rookery supplies	202-451-4211-301	-155.05
05/06/2022	Amazon/Desktop organizer & USB data hub	202-451-4200-301	44.87
05/06/2022	Discount School Supply/Furniture for child watch area	202-451-4240-301	322.62
05/06/2022	Dolan Consulting/Tuition - B. Strub	101-420-4330-000	95.00
05/06/2022	Amazon/Ipad chargers	601-494-4211-000	27.28
05/06/2022	Amazon/65" TV	202-451-4240-301	596.99
05/06/2022	Calibre Press/Tuition - K. Kraemer	101-420-4330-000	139.00
05/06/2022	Home Depot/Building materials	202-451-4211-301	12.04
05/06/2022	Image Printing/April UB Statements	601-494-4322-000	300.77
05/06/2022	Cabela's/Uniform Allowance - A. Nelson	101-463-4370-000	149.99
05/06/2022	Walmart/Sympathy & retirement cards	101-401-4900-000	28.74
05/06/2022	Frattalone's/Pitch fork	101-450-4211-000	89.98
05/06/2022	MN BCA/Tuition - K. Mabraten	101-420-4330-000	75.00
05/06/2022	Amazon/Tire repair safety seal lube	101-431-4211-000	11.60
05/06/2022	Home Depot/Paint	202-451-4211-301	109.20
05/06/2022	Amazon/Surgical dressing	101-420-4211-000	8.86
05/06/2022	Century College/Tuition - V. Kasproicz	101-421-4330-000	425.00
05/06/2022	Numrich Gun Parts Corp/Replacement hammer springs for patrol	101-420-4240-000	33.06
05/06/2022	Caribou Coffee/Coffee for EDAC meeting	101-418-4200-000	17.13
05/06/2022	WheniWork/Monthly fee for scheduling software	202-451-4300-000	100.00
05/06/2022	Amazon/Batteries	101-420-4211-000	141.44
05/06/2022	Amazon/Office supplies & measuring tape	202-451-4211-301	101.47
05/06/2022	Target/Photo contest gift card	101-401-4900-000	25.00
05/06/2022	Home Depot/Rose fertilizer	101-450-4211-000	21.97
05/06/2022	Anthem Sports/8 basketball nets & measuring tapes	101-450-4211-000	245.49
05/06/2022	Lakeshore Learning Materials/Furniture for child watch area	202-451-4240-301	2,277.00
05/06/2022	Dolan Consulting Group/Tuition - N. Hamann	101-420-4330-000	195.00
05/06/2022	Amazon/Ant killer & clorox wipes	101-432-4211-503	26.29
05/06/2022	Frattalone's/Hand tools for tree planting	101-450-4240-000	210.96

Check Number	Check Date		Amount
05/06/2022	Amazon/2 emergency wall phones & signs	202-451-4211-301	269.90
05/06/2022	Amazon/Cabinet handles	202-451-4211-301	14.99
05/06/2022	Walmart/Reimbursed sales tax	202-451-4240-301	-24.52
05/06/2022	Amazon/Dymo handheld label maker	202-451-4200-301	47.91
05/06/2022	Amazon/Cash drawer cable	202-451-4200-301	15.95
05/06/2022	Amazon/Paper cutter, final notice & date stamps	202-451-4200-301	68.13
05/06/2022	MN Dept of Labor & Industry/Boilers License - L. Chapman	101-432-4452-000	20.00
05/06/2022	MN Fire Svc Cert Board/Renewal of Fire Instructor I - Fronek	101-421-4300-000	25.00
05/06/2022	Anoka County/Language Line - March 2022	101-420-4300-000	42.23
05/06/2022	Home Depot/Hardware to mount TV	202-451-4211-301	38.65
05/06/2022	Home Depot/Drywall - Front desk project	202-451-4211-301	5.87
05/06/2022	Image Printing/April UB Statements	603-496-4410-000	105.50
05/06/2022	Amazon/Sticker decal for emergency phones	202-451-4211-301	17.90
05/06/2022	Frattalone's/Hand tools for tree planting	101-450-4240-000	196.93
05/06/2022	Amazon/Chemical storage sign	202-451-4211-301	18.97
05/06/2022	Frattalone's/Returned hand tools for tree planting	101-450-4240-000	-210.96
05/06/2022	Image Printing/April UB Statements	602-495-4410-000	105.50
05/06/2022	Amazon/Dogging key	202-451-4211-301	5.59
05/06/2022	Amazon/USB card reader & iPhone micro SD card reader for Patrol	101-420-4240-000	31.98
05/06/2022	Home Depot/Drill bits, pipe plug & applicator	101-430-4211-000	15.27
05/06/2022	Amazon/Varidesk replacement	101-420-4240-000	255.99
05/06/2022	Amazon/USB cable #399	101-420-4240-000	9.39
05/06/2022	TERZA/Dinner for Explorer group	101-420-4213-000	224.54
05/06/2022	Amazon/Stock trailer coupler pins & hitches	101-431-4221-000	28.65
05/06/2022	Amazon/Labeling tape	202-451-4200-301	16.95
05/06/2022	Image Printing/April UB Statements	603-496-4322-000	300.78
05/06/2022	Athletic Outfitters/T-shirts for LPSD Fire	101-421-4370-000	728.76
05/06/2022	On Time Supplies/Workstation & bookcase - M. Rosewood	202-451-4240-301	573.24
05/06/2022	Amazon/Outdoor emergency phone & weatherproof box	202-451-4211-301	339.99
05/06/2022	League of MN Cities/Tuition - W. Owens	101-420-4330-000	20.00
05/06/2022	Discount School Supplies/Furniture for child watch area	202-451-4240-301	1,058.15
05/06/2022	Amazon/5 LED mounted flashlights	101-421-4370-000	577.45
05/06/2022	Amazon/3 pack of iPhone chargers	101-420-4321-000	13.99
05/06/2022	Amazon/USB cable #303	101-420-4240-000	9.39
05/06/2022	Verizon/Cellphone service 3/24/2022 - 4/23/2022	101-421-4321-000	181.25
05/06/2022	Active 911/10 additional subscriptions for PT Firefighters	101-421-4410-000	127.90
05/06/2022	Amazon/Stock spade disconnect wire connectors	101-431-4211-000	20.67
05/06/2022	Amazon/Emergency pager	202-451-4211-301	19.99
05/06/2022	Target/Retirement gift card & water	101-401-4900-000	104.29
05/06/2022	CaseGuard/Monthly subscription to BWC redaction software	101-420-4410-000	399.00
05/06/2022	Home Depot/Refrigerator for party room	202-451-4211-301	732.36
05/06/2022	Golden Valley Supply/Ventilation cover	202-451-4211-301	129.50
05/06/2022	US Air Purifiers/Air scrubber for PD Evidence Room	101-432-4211-503	2,577.00

Inv 5/6/2022 Total	39,395.87
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116512 Total:	39,395.87
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687 - U.S. Bank Visa Total:	39,395.87
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693 - Upper Cut Tree Service Line Item Account

116513 05/23/2022

Inv 5277

Line Item Date	Line Item Description	Line Item Account	
05/02/2022	Grind, clean & fill infected Ash	101-463-4410-000	5,576.00

Check Number	Check Date		Amount
Inv 5277 Total			5,576.00
116513 Total:			5,576.00
693 - Upper Cut Tree Service Total:			5,576.00
728 - Williams, Justin Line Item Account			
116517	05/23/2022		
Inv	5/12/2022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/12/2022	Tuition Reimbursement - J. Williams	602-495-4330-000	1,000.00
05/12/2022	Tuition Reimbursement - J. Williams	601-494-4330-000	1,000.00
Inv 5/12/2022 Total			2,000.00
116517 Total:			2,000.00
728 - Williams, Justin Total:			2,000.00
743 - Ziegler, Inc. Line Item Account			
116518	05/23/2022		
Inv	IN000526407		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/06/2022	Custom hydraulic hose #200	101-431-4221-000	121.94
Inv IN000526407 Total			121.94
116518 Total:			121.94
743 - Ziegler, Inc. Total:			121.94
761 - Comcast Line Item Account 101-432-4321-502			
116465	05/23/2022		
Inv	0163083		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2022	Phone & Internet Services	601-494-4321-000	115.66
Inv 0163083 Total			115.66
116465 Total:			115.66
761 - Comcast Total:			115.66
782 - L.T.G. Power Equipment Line Item Account			
116479	05/23/2022		

Check Number	Check Date		Amount
Inv	266588		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/30/2022	Hedge trimmer & sleeve	101-450-4240-000	330.59
Inv 266588 Total			330.59
			<hr/>
116479 Total:			330.59
			<hr/>
782 - L.T.G. Power Equipment Total:			330.59
854 - Spartan Promotional Group, Inc Line Item Account			
116502	05/23/2022		
Inv	603084		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/02/2022	Jar openers	101-421-4214-000	697.86
Inv 603084 Total			697.86
			<hr/>
116502 Total:			697.86
			<hr/>
854 - Spartan Promotional Group, Inc Total:			697.86
980 - OPG-3, Inc. Line Item Account			
116493	05/23/2022		
Inv	5716		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/04/2022	Plan Review Process Updates	101-422-4300-000	370.00
Inv 5716 Total			370.00
			<hr/>
116493 Total:			370.00
			<hr/>
980 - OPG-3, Inc. Total:			370.00
			<hr/>
Total:			406,949.34
			<hr/>



Electronic Funds Transfer
MN Statute 471.38 Subd. 3

Council Meeting May 23, 2022

Transfer In/(Out)

5/4/2022 Transfer from FRB Money Market	1,000,000.00
5/13/2022 Payroll #10	(168,379.17)
5/13/2022 Payroll #10 Federal Deposit	(50,576.75)
5/13/2022 Payroll #10 PERA	(51,561.10)
5/13/2022 Payroll #10 State	(11,638.88)
5/13/2022 Payroll #10 Child Support	(284.77)
5/13/2022 Payroll #10 H.S.A. Bank Pretax	(4,253.25)
5/13/2022 Payroll #10 TASC Pretax	(924.96)
5/13/2022 Payroll #10 ICMA 457 Def. Comp #301596	(4,045.00)
5/13/2022 Payroll #10 ICMA Roth IRA #706155	(905.75)
5/13/2022 Payroll #10 MSRS HCSP #98946-01	(3,144.96)
5/13/2022 Payroll #10 MSRS Def. Comp #98945-01	(4,007.00)
5/13/2022 Payroll #10 MSRS Roth IRA #98945-01	(834.00)
5/13/2022 Payroll Expenditures	(2,520.08)

CITY COUNCIL WORK SESSION

DRAFT

CITY OF LINO LAKES MINUTES

DATE : May 2, 2022
TIME STARTED : 6:00 p.m.
TIME ENDED : 9:30 p.m.
MEMBERS PRESENT : Councilmember Stoesz, Lyden, Ruhland,
Cavegn and Mayor Rafferty
MEMBERS ABSENT : None

Staff members present: City Administrator Sarah Cotton; Finance Director Hannah Lynch; Community Development Director Michael Grochala; City Planner Katie Larsen; Rookery Activity Center Manager Lisa Lamey; Director of Public Safety John Swenson; Deputy Director of the Fire Division Dan L'Allier; Communications Specialist Andrea Turner; City Clerk Julie Bartell

1. Anoka County Assessor – Preview for Board of Appeal and Equalization - Alex Guggenberger, Anoka County Assessor, and staff from the Anoka County Auditor's Office. Mr. Guggenberger utilized a PowerPoint presentation to update the council on the status of property valuations and valuation process utilized by Anoka County. The presentation included information on the following:

- Property Tax Timeline;
- Payment Options (credit card payments accepted);
- Values – How Did We Get Here – chart indicated largest increase in valuations in 2021 to 2022;
- Sales Impact on Assessments – all cites are up; Lino Lakes is up approximately 23%; industrial values have skyrocketed over the last 18 months;
- Comparison to Other Counties – all counties seeing increases;
- New Property Sales - are not qualified and not part of the equation used;
- Response from Property Owners – the number of contacts from property owners to the county were noted; median value has risen in Lino Lakes to the point where homestead credit can disappear and that created some inquiries; staff noted contact from Circle K which was sent to many jurisdictions;
- Assessment Notice – Anoka County is using a new process to alert people when a visit is planned; Councilmember Stoesz asked how the City can help spread information so that people are aware; Councilmember Ruhland confirmed that if a property owner denies access they can change their mind.

Mr. Guggenberger noted that some counties/cities have had large turnout at their board meetings. He reported that Anoka County has done outreach to a greater extent and he believes that has been helpful.

The Lino Lakes Board of Appeal and Equalization will be held May 9, 2022 at 6:00 p.m.

CITY COUNCIL WORK SESSION

DRAFT

40 **1A. Rookery Update** – Rookery Activity Center Manager Lamey provided an update
41 on the Rookery facility and activities moving forward toward opening.

42
43 Ms. Lamey reported on the following elements of the project:

- 44 • men's and women's locker rooms are being assembled and possibly will be ready
45 for cleaning by Friday;
- 46 • the gymnasium floor has been completed and is being allowed to dry (new base
47 tile was added);
- 48 • interior signage project planning is underway;
- 49 • parking lot renovation was approved by the council recently and planning is
50 underway;
- 51 • landscaping is under review and, with a proposal coming in over budget, they are
52 awaiting a lower proposal;
- 53 • emblems and murals are being created throughout the building, with some being
54 postponed due to budget considerations;
- 55 • an interpretive display telling the tale of a rookery is being explored with a
56 contractor and the project will be proposed to the council;
- 57 • a grant was received from SPAR of \$1,000 (thanks to a referral by
58 Councilmember Stoesz);
- 59 • furniture has been planned with the help of a consultant;
- 60 • Anoka County has approved licensing for the pool so it is open but not to the
61 public just yet; there will be a slide improvement project that will close down the
62 pool for a couple days.

63
64 Councilmember Stoesz noted the IT element of the facility and asked for an update. Ms.
65 Laney explained that a software program was purchased and is in place. The link hasn't
66 been published yet because opening day for the center hasn't been announced. The
67 council discussed the conversion of memberships from Endurance to The Rookery.
68 There are 367 members (200 paying accounts) currently moving from Endurance.

69
70 On the matter of membership, Councilmember Lyden suggested utilizing the electronic
71 sign to communicate the opening and promote membership. Mayor Rafferty asked about
72 goals for membership by the end of the year and Ms. Lamey suggested 700 or 750 by the
73 end of the year and 1,000 beginning of next year. Communications Specialist Turner
74 explained that there have many requests for information through the City's social media
75 accounts.

76
77 Ms. Lamey continued her review:

- 78 • The job fair brought in people so that was a success. Was neat to see the
79 diversity of people interested and City staff is working very hard on hiring and
80 training. At present she believes they are at about 50% staffed. They will be
81 attending job fairs in the coming days. Full time staff is covering the front desk
82 (5 a.m. to 10:00 p.m. and weekends) and that will continue until other staff is in
83 place.

CITY COUNCIL WORK SESSION

DRAFT

- recent photo shoots were undertaken successfully and those pictures are already being used for marketing; photos will also be used as canvas shots for the hallway.

Ms. Lamey thanked the many City staff members who are involved in the project for their assistance. She recommends an opening date of May 23rd. She would expect an open house just after that date and another push in the fall that would be more of a grand opening.

The council concurred that staff could begin publicizing the opening. A press release will be sent out. The council thanked staff for their hard work.

2. ARPA Spend Overview – Finance Director Lynch noted that the City is allocated just over \$2.4 million in ARPA funds. The funds may be used for the provision of government services including the City’s planned use of reopening the Rookery Activity Center. She provided a financial overview of reopening expenses, noting that about \$2.2 million is currently appropriated to the Rookery. The remainder could be a contingency or spent for capital improvements and purchases. The overview gives the council an idea of the financial situation with the ARPA funds.

Councilmember Lyden asked if there is anything missing that the council should know about. Administrator Cotton remarked that this has been a moving target but it is coming more into clarity; staff understands that there are unknowns such as membership and they are working to stay on a budget without exhausting the contingency. The contingency could also be available for other things if not needed for The Rookery.

Mayor Rafferty remarked that the renovation that is occurring at the Rookery has made so much difference in the facility; the need was there.

Councilmember Ruhland asked about the average membership (rate) staff is seeing now. Activity Center Manager Lamey explained the breakdown noting an average of about \$50; the May billing is about \$4,500. Councilmember Ruhland asked about overhead costs and staff noted that would be a difficult calculation at this point. Finance Director Lynch noted that staff is developing a budget for the remainder of the year.

The council and staff discussed revenue from Silver Sneakers members, the projections included in the original feasibility study, marketing efforts, revenue outlook and revenue received from different age groups, other revenue sources from special classes and other special activities, and the role of Endurance Fitness in promoting membership.

Mayor Rafferty thanked staff for the information.

3. Planning & Zoning Board Master Planning Recommendation – Community Development Director Grochala noted the finalization of the Comprehensive Plan update in the recent past and that it identified a goal of strengthening and maintaining the

CITY COUNCIL WORK SESSION

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appearance of gateways and completion of certain master planning studies. Staff followed up with the Planning and Zoning Board on these elements. The results analysis is included in the staff report and includes development of gateway design guidelines. He noted discussion of transportation projects in some of those gateway areas and updated the council on projects planned. There is opportunity to incorporate some planning goals into those transportation projects. Funding is something staff will work on.

Councilmember Lyden said he would like to move ahead on the idea of gateway signage as soon as possible.

Councilmember Ruhland asked if sharing costs for the 49 and J area with cities that share the intersection is a possibility.

Mayor Rafferty noted the Main Street area as it enters Hugo and that it can be a confusing border; Mr. Grochala acknowledged that situation and staff will be looking for the best gateway opportunities.

Staff is seeking council direction.

Councilmember Lyden remarked that gateway signs have been needed for a long time; to move forward for a consistent design at all identified locations would be good.

Councilmember Stoesz noted the City logo lamp poles seen in the Town Center Parkway area and suggested carrying that concept through to gateway areas.

The council directed staff to keep looking so that a plan can be identified for the future.

4. Aerial 11 Out of Service – Public Safety Director Swenson noted a recent inspection finding the condition of Aerial 11 to be unusable. Staff checked on repair options and found the damage to the vehicle is not repairable. The situation of losing that engine creates issues in the area of needed pumper services. The Aerial was planned for use into the future because of its pump use. It was planned that when the department's two tender units were replaced, they would be specified to cover the pumping functions of Aerial 11. He noted that Deputy Director L'Allier has researched the possibility of repairing the apparatus and found that the frame is no longer available. That leaves two options – looking at a short term fix by replacement with a used piece of apparatus (including water transport needs) and the only thing located is just a pump which would not cover water, or the other option of replacing equipment with new equipment, with a 30 to 36 month waiting period and at a cost of about \$800,000 to \$900,000.

Public Safety Director Swenson also noted the added element of the department's equipment being planned for inspection this summer. The inspection will result in a score or rating that could possibly impact insurance rates.

Deputy Director L'Allier noted that this is similar to the used car market right now – it's

CITY COUNCIL WORK SESSION

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difficult to find what you need. The market is high and there's not much available. There is one truck they are looking at that is somewhat newer than the current unit (2004).

Councilmember Ruhland discussed the possibility of upgrading current equipment or any other option for the needed pumping and water functions. Deputy Director L'Allier remarked that it would make sense for the City to place orders for new tender equipment for delivery in 30 to 36 months.

Mayor Rafferty noted that he has investigated the impact of the ISO rating on insurance and has seen that the greatest impact is on commercial properties. He added that the rating is only done every five years.

Councilmember Lyden asked which option staff would prefer. Director Swenson noted that the tenders come with a big price tag but they need to be ordered because delivery is out there; the current tenders are in good shape. Director Swenson said he is struggling with the option of the used equipment because it is \$200,000 spent for 36 months but it does have an impact on the coming ISO rating.

Mayor Rafferty noted that the ISO rating period offers no chance to upgrade for five years. The mayor remarked that there are areas in the City with no municipal water so that makes having pumping capacity even more important. He asked the Finance Director about the financing implications. Ms. Lynch noted the current tenders are included in an existing ten year CIP and the new purchase would almost double that cost. There's the option of stretching payments out over a number of years but with the cost increasing significantly that would have to be explored, possibility through an equipment levy. Councilmember Cavegn asked hypothetically, if the City was still in a JPA with Centennial Fire District, would this look different. Director Swenson noted that some communities have hydrants and don't need the same pumping functions.

Councilmember Stoesz asked about the budget impact on a \$1.6 million spend and Administrator Cotton suggested that staff will run some numbers and come back with a plan and options. Director Swenson asked if the council is interested in purchasing the used equipment. Mayor Rafferty said he is behind that purchase. Staff noted that there will be a general fund surplus anticipated for 2021 (\$700,000 but not all available for expenditure). Director Swenson said staff will have the discussion on purchasing the used equipment and also develop a specification sheet for new tenders for more clarity on that cost.

Councilmember Lyden said he doesn't believe in cutting corners when it comes to police and fire services.

The council concurred that staff will work on moving forward getting more information to allow the new tender purchases and also work toward an expedient purchase of the used equipment.

CITY COUNCIL WORK SESSION

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Administrator Cotton asked what will happen to Aerial 11. Staff suggested there is some parts value but it cannot be sold as a fire truck.

5. Q1 2022 Public Safety Update – Public Safety Director Swenson reviewed the written report. The update report is on file.

- Medical Calls for Service – an increase from last year first quarter; they are keeping an eye on it; the ambulance time is at about ten minutes and that will be carefully watched; there is much state level discussion of the EMSRB that monitors ambulance management;
- Fire Division – nothing substantial on data; mutual aid has been more active;
- Crime Data Reporting – Aligns with last year's figure to a large extent; solve rate should consider the metric of crimes against people versus property crimes;
- Felony Case Files – some crimes involve arrest and solve in different years;
- Staffing Update – staffing and authorized strength for police, fire and administration reviewed;
- Other Notable Item;
- 2022 Areas of Focus.

6. Council Updates on Boards/Commissions, City Council

There were none.

The meeting was adjourned at 9:30 p.m.

These minutes were considered, corrected and approved at the regular Council meeting held on May 23, 2022.

Julianne Bartell, City Clerk

Rob Rafferty, Mayor

COUNCIL MINUTES

DRAFT

LINO LAKES CITY COUNCIL REGULAR MEETING MINUTES

DATE : May 9, 2022
TIME STARTED : 6:30 p.m.
TIME ENDED : 7:05 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 Manager Meg Sawyer; Community Development Director Michael Grochala; Public Works Superintendent Justin Williams; City Engineer Diane Hankee; Director of Public Safety John Swenson; City Clerk Julie Bartell

PUBLIC COMMENT

Katrina Bastyr, Marilyn Drive – noted concern about charges added for utilities which she is not receiving and general road maintenance concerns. She noted the amount of revenue being generated by this new fee. The water in her area goes straight into a pond which hasn't been changed since the 1980's. Her area is very dry and they don't need any services. This doesn't meet the definition of a utility service.

City Resident – stated that the utility charge should not be a fee but should be included in taxes.

Henry Tverberg, 6388 Hodgson Road – he has no storm water runoff anywhere near him – it's clear where the water is running. He's been there for 65 years and nothing's changed as far as where the storm water runs. He doesn't support the charge.

City Engineer Hankee provided information on benefits of establishing a City storm water utility.

Mayor Rafferty commented on the benefit of providing these services city wide.

Councilmember Lyden gave his perspective on the fee. He supports having a service to maintain ditches and surface water areas.

SETTING THE AGENDA

The agenda was amended to postpone Item 6B for further discussion at a work session.

CONSENT AGENDA

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

ITEM ACTION

Consideration of Expenditures:

A) Consider Approval of Expenditures for May 9, 2022
(Check No. 116365 through 116441 in the Amount of
\$769,684.96

Approved

COUNCIL MINUTES

DRAFT

- 42 B) Consider Approval of April 25, 2022 Council
43 Work Session Minutes Approved
- 44 C) Consider Approval of April 25, 2022 Council
45 Minutes Approved
- 46 D) Consider Appointment of The Rookery Part-Time Staff Approved
- 47 E) Consider Approval of Resolution 22-50, Authorizing Issuance
48 of a Special Event Permit at Bill's Superette Approved

FINANCE DEPARTMENT REPORT

49 There was no report from the Finance Department.

ADMINISTRATION DEPARTMENT REPORT

51 **3A) Consider Appointment of Building Inspector**– Human Resources and Communications
52 Manager Sawyer read the written staff report. Based on an appropriate hiring process, staff is
53 recommending appointment of Mr. Brandon Holmes.

54 Mayor Rafferty noted that building is ramping up for the summer season.

55 Councilmember Ruhland moved to approve the appointment of Brandon Holmes as recommended.

56 Councilmember Lyden seconded the motion. Motion carried on a voice vote.

PUBLIC SAFETY DEPARTMENT REPORT

58 **4A) Consider 1st Reading of Ordinance No. 01-22, Enacting Ordinance Regulating**
59 **Possession of Catalytic Converters** – Public Safety Director Swenson reviewed the written staff
60 report. This language is recommended for addition to the City Code based on the need to provide a
61 tool to curb theft of converter units, a theft practice that is growing in the metro area. The ordinance
62 was researched and developed and is similar to what has been adopted by other cities.

63 Mayor Rafferty asked if there is a problem in this city and Director Swenson said there has been an
64 uptick in thefts.

65 Councilmember Cavegn moved to approve the 1st Reading of Ordinance No. 01-22 as presented.

66 Councilmember Ruhland seconded the motion. Motion carried on a voice vote.

67 **4B) Consider Converting Seized Property to City Property for City Use** – Public Safety
68 Director Swenson noted that staff has prepared a list of items which they believe should be deemed
69 City property, based on the process required by state regulations. Staff would like to bring the items
70 into City use.

71 Councilmember Cavegn asked if there is additional property that will not be deemed for City use and
72 will be disposed of? Director Swenson explained the process for such items.

73 Councilmember Lyden moved to approve the conversion of listed property as recommended.

74 Councilmember Ruhland seconded the motion. Motion carried on a voice vote.

75 **4C) Consider Donation of Bicycles** – Public Safety Director Swenson explained that staff is
76 seeking authorization to donate bicycles which have not been properly claimed. The units would be
77 donated to a nonprofit organization that reuses them for kids in need.

COUNCIL MINUTES

DRAFT

Councilmember Stoesz asked if the City should consider amending its rules to allow automatic donation of this type of property. Director Swenson responded that he believes the current process provides good check and balance and it doesn't take an inordinate amount of staff time.

Councilmember Ruhland moved to approve the donation of listed bicycles as recommended.

Councilmember Stoesz seconded the motion. Motion carried on a voice vote.

PUBLIC SERVICES DEPARTMENT REPORT

5A) Consider Approval of Resolution No. 22-48, Approving Construction Services Contract, Water Tower No. 2 Rehabilitation Project – City Engineer Hankee reviewed the written staff report that requests approval of a construction services contract for the water tower rehabilitation project that was approved by the council. The construction services would be handled by WSB & Associates and KLM Engineering.

Public Works Superintendent Williams reviewed the work proposed. The tower was built in 1995 and this is the first rehabilitation project. The project is likely to start in June.

Councilmember Lyden asked about the proposal process. He assumes it was a competitive discussion. City Engineer Hankee explained the process and said she is comfortable with the result.

Mayor Rafferty said he would like an arrangement for the council to view the project underway when that is possible. Staff will make the necessary arrangements.

Councilmember Cavegn moved to approve Resolution No. 22-48 as presented. Councilmember Lyden seconded the motion. Motion carried on a voice vote.

COMMUNITY DEVELOPMENT REPORT

6A) Consider Approval of Resolution No. 22-47, Authorizing Lakeview Area Storm Drainage Plan – City Engineer Hankee reviewed the written staff report. She explained the drainage challenges of the area. The City has some plan direction and has done some work in this area but more is needed. Staff would like to proceed with planning for work to be done and is suggesting a contract with WSB & Associates for assistance.

Mayor Rafferty noted earlier comments on the storm water utility; this is a street that can be problematic so planning for improvements that can help is an important step.

Councilmember Ruhland moved to approve Resolution No. 22-47 as presented. Councilmember Stoesz seconded the motion. Motion carried on a voice vote.

6B) Consider Approval of Resolution No. 22-49, Proclaiming No Mow May in Lino Lakes

Item was removed from the agenda and referred back for further discussion.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

There was no New Business.

COMMUNITY EVENTS



There were no events announced.

COUNCIL MINUTES

DRAFT

COMMUNITY CALENDAR

Community Calendar – A Look Ahead
May 09, 2022 through May 23, 2022

 Wednesday, May 12	6:30 pm, Council Chambers	Planning & Zoning Board
 Monday, May 23	6:00 pm, Community Room	Council Work Session
 Monday, May 23	6:30 pm, Council Chambers	City Council Meeting

ADJOURN

There being no further business, Councilmember Ruhland moved to adjourn at 7:05 p.m.
Councilmember Stoesz seconded the motion. Motion carried on a voice vote.

These minutes were considered and approved at the regular Council Meeting on May 23, 2022.

Julianne Bartell, City Clerk

Rob Rafferty, Mayor

**CITY COUNCIL
AGENDA ITEM 1D**

STAFF ORIGINATOR: Lisa Hogstad-Osterhues, Deputy City Clerk

MEETING DATE: May 23, 2022

TOPIC: Resolution No. 22-51, Approving an Application for a Temporary On-Sale Liquor License and Cabaret License for the Annual St. Joseph's Catholic Church August Festival

VOTE REQUIRED: 3/5

INTRODUCTION

St. Joseph Church is hosting its annual August Festival on Saturday, August 13th and Sunday, August 14th, 2022.

BACKGROUND

As part of the festival, food and beverages including strong beer and wine will be served. Although temporary on-sale liquor licenses are issued by the Minnesota Department of Public Safety, local approval is required. Staff has verified that St. Joseph's Church is eligible under local ordinance for a temporary license.

The Church has also made application to acquire a cabaret license. Bands will be playing live music in the church parking lot on Saturday from 4:00 p.m. to 10:00 p.m. and Sunday from 11:00 to 5:00 p.m.

The applications and the certificate of liability Insurance have been submitted to cover all of the above events and is filed in the office of the City Clerk. The proper fees have been paid.

The Public Safety Department has reviewed the application and has signed off on the permit with the understanding that the applicants will continue to follow their instructions on safety. The applicant must have in place all necessary permissions for use of property involved in the event if private.

RECOMMENDATIONS

Approval of Resolution No. 22-51, Approving an Application for a Temporary On-Sale Liquor License and a Cabaret License for the Annual St. Joseph's Catholic Church August Festival.

ATTACHMENTS

Resolution 22-51

**CITY OF LINO LAKES
RESOLUTION NO. 22-51**

**Approving Applications for a Temporary Liquor and Cabaret License to
St. Joseph's Catholic Church for their Annual Fall Festival**

WHEREAS, St. Joseph's Catholic Church has made application for a temporary on-sale liquor and cabaret license for their annual Summer Festival to be held August 13th and 14th, 2022; and

WHEREAS, city staff has reviewed the applications submitted for festival events (temporary on-sale liquor and cabaret licenses) for concurrence with city regulations; and

WHEREAS, the Lino Lakes Public Safety Department has conducted a background check on the applicant and has found no reason to deny;

WHEREAS, St. Joseph's Catholic Church has paid the required license fees;

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

That the City Council hereby approves a temporary on-sale liquor and cabaret license for the 2022 St. Joseph's Catholic Church Festival.

Adopted by the Council of the City of Lino Lakes this 23rd day of May, 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 1E**

STAFF ORIGINATOR: Lisa Hogstad-Osterhues, Deputy Clerk

MEETING DATE: May 23, 2022

TOPIC: Resolution No. 22-52, Approving a Peddler License for Everlight Solar

VOTE REQUIRED: 3/5

BACKGROUND

A representative from Everlight Solar, 7369 Highway 13 West, Savage, Minnesota have submitted a peddler's license application to the City Clerk's office.

The company representatives who will be working in Lino Lakes are Thor Olson, Genevieve Kenendy, Reid Huebner, Mitchel Box, Omar Omar, and Jacob Smith.

The company representatives plan to travel through Lino Lakes' neighborhoods going door to door offering renewable energy sales to interested potential clients.

The City has received all the necessary forms required to issue this company a license.

The Lino Lakes Public Safety Department has performed the background checks and indicated no reason to deny the application.

The application and all other required information is on file in the city clerk's office for review.

RECOMMENDATION

Approve Resolution No. 22-52, approving the issuance of a Peddler License for a six month period.

**CITY OF LINO LAKES
RESOLUTION NO. 22-52**

APPROVING A PEDDLER LICENSE FOR EVERLIGHT SOLAR

WHEREAS, A Representative for Everlight Solar, has submitted a peddlers license application to the city clerk's office; and

WHEREAS, Everlight Solar has complied with all of the provisions of Chapter 613 of the Lino Lakes City Code for obtaining the necessary license; and

WHEREAS, Everlight Solar is required to follow any implementation of COVID-19 guidelines for business's set by Minnesota OSHA Standards, MDH and CDC Guidelines.

WHEREAS, the Lino Lakes Public Safety Department has conducted a background check on the company representatives that will be working in Lino Lakes;

NOW, THEREFORE, BE IT RESOLVED that the Lino Lakes City Council hereby approves the request of Everlight Solar, to travel throughout Lino Lakes offering renewable energy sales for a period of six-months commencing May 24th through November 24th, 2022.

Adopted by the Council of the City of Lino Lakes this 23rd day of May, 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 WORK SESSION

DRAFT

CITY OF LINO LAKES MINUTES

DATE : May 9, 2022
TIME STARTED : 6:15 p.m.
TIME ENDED : 6:30 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; City Engineer Diane Hankee; Public Works Superintendent Justin Williams; Director of Public Safety John Swenson; Human Resources and Communications Manager Meg Sawyer; Environmental Coordinator Andrew Nelson; City Clerk Julie Bartell

1. Review Regular Agenda-

Item 1E, Bill's Superette, Special Event Permit (Food Truck) – Mayor Rafferty confirmed that a special event permit is appropriate to allow a food truck; and confirmed that the length of the permit is up to six months.

Item 1C, City Council Minutes of April 25, 2022 – Correction noted to Item 6A, correcting reference to West Shadow Lake Drive to East Shadow Lake Drive.

Item 3A, Appointment of Building Inspector – Human Resources and Communications Manager Sawyer noted that she will be presenting a recommendation to hire.

Item 4A, Catalytic Converter Ordinance – Public Safety Director Swenson noted that theft of these units has become an issue due to increased frequency. A proposed ordinance to help address the problem has been researched and staff is recommending language be added to the City Code. First reading is requested.

Item 4B, Seized Property – Councilmember Cavegn asked why the City would retain certain drug items. Director Swenson noted that they are used for training, including for the City's canine. Councilmember Cavegn noted some items of significant value and how those are legally retained. Director Swenson suggested that the property owner(s) in that case was informed but did not claim the items.

Item 4C, Bicycles – Public Safety Director Swenson noted the process that brings forward a list of unclaimed bicycles. With council approval the bicycles will be donated to an organization that will distribute them to kids in need.

Item 5A, Water Tower Construction Services Contract – City Engineer Hankee explained the request to authorize a construction services contract related to the project. Mayor Rafferty noted that the recommendation is for the services of both WSB & Associates as

CITY COUNCIL WORK SESSION

DRAFT

well as KLM Engineering and Ms. Hankee explained that WSB would provide the administration and KLM would assist with field work.

Item 6B, No Mow May – Mayor Rafferty suggested that he’d prefer to have more discussion and to consider this matter for next year. It will be tabled for future discussion.

The meeting was adjourned at 6:30 p.m.

These minutes were considered, corrected and approved at the regular Council meeting held on May 23, 2022.

Julianne Bartell, City Clerk

Rob Rafferty, Mayor

DRAFT

**CITY OF LINO LAKES
MINUTES
BOARD OF APPEAL AND EQUALIZATION**

DATE : May 9, 2022
TIME STARTED : 6:00 p.m.
TIME ENDED : 6:15 p.m.
MEMBERS PRESENT : Councilmember Ruhland, Lyden, Cavegn, Stoesz
and Mayor Rafferty
MEMBERS ABSENT : none

Staff members present: City Clerk Julie Bartell; City Administrator Sarah Cotton

Anoka County Assessor Staff present: Alex Guggenberger (County Assessor); Shawn Halligan, Residential Appraiser.

City Board of Appeal members who had completed training for the meeting were Councilmembers Lyden and Ruhland and Mayor Rafferty.

Mayor Rafferty called the meeting to order; all members were present.

Alex Guggenberger, Anoka County Assessor, reported. He noted that he had met with the council at their work session last week at which time the valuation process was discussed in detail.

Mr. Guggenberger noted that property owners receive their valuation notice in March and between then and now, county assessor staff work with anyone who contacts them to answer questions, resolve concerns and make recommendations on any changes. He noted that there have been 98 contacts. He is providing a list of administrative changes that he is recommending (attached as Exhibit A).

Mr. Guggenberger explained that values have jumped in the past fifteen months; Lino Lakes' valuation increase average is 23%. This is not unusual with an average of 20% in Anoka County. It's a trend that is seen throughout the state.

Mayor Rafferty asked if there are any outstanding questions related to Lino Lakes' properties and Mr. Guggenberger responded that there is one property owner in attendance. His name is Andrew Gabler, 1980 Norma Way, and the identification number of his property is 26-31-22-14-0076. Mr. Gabler has a homestead issue with the current payable year (that can be straightened out by the County) and he will also be working with staff on his valuation based on his recent purchase price.

Mr. Guggenberger reviewed the actions proposed to the Board in Exhibit A (noted as Agreed 10 Days Prior to LBAE).

Councilmember Cavegn moved to make changes as recommended. Councilmember Ruhland seconded the motion. Motion carried on a voice vote.

DRAFT

Mr. Guggenberger noted four properties where staff still needs to have appointments with owners. He is noting those properties so that they maintain the right to appeal (See Exhibit A). Mr. Gabler's property at 1980 Norma Way was added to the list.

Mr. Guggenberger asked if the board would like to recess to consider additional changes for those properties or to vote no change on the properties, giving staff the opportunity to reach an agreement and still allowing the owners to go to the county board of appeal. Staff could also provide a report on the outcome when that is reached.

Owner present (Andrew Gabler) indicated that he is comfortable with the process proposed by staff.

Mr. Guggenberger also noted several industrial parcels where discussion is still underway with assessor staff. He'd recommend no change to allow the process to proceed and include the county board of appeal if necessary. The list is included on Exhibit A.

Councilmember Ruhland moved no change on the properties as recommended. Councilmember Cavegn seconded the motion. Motion carried on a voice vote.

Councilmember Stoesz asked about the correspondence received from Circle K properties about Holiday stations. Staff noted that they've heard no more from them.

Councilmember Ruhland moved to adjourn at 6:15 p.m. Councilmember Cavegn seconded the motion. Motion carried on a voice vote.

These minutes were considered and approved at the regular Council Meeting on May 23, 2022.

Julianne Bartell, City Clerk

Rob Rafferty, Mayor

**CITY COUNCIL
AGENDA ITEM 1H**

STAFF ORIGINATOR: Lisa Hogstad-Osterhues, Deputy City Clerk

MEETING DATE: May 23, 2022

TOPIC: Resolution No. 22-54, Approving a Permit for Consumer Firework Sales at Target Store 1448

VOTE REQUIRED: 3/5

INTRODUCTION

Chapter 1002 of the City Code sets forth the City's regulations in regard to the sale of consumer fireworks. The City's regulations mirror those provided by state statute with the addition of certain terms and conditions for issuance of a local permit.

BACKGROUND

The City has received an application from Target Store 1448 requesting a permit to sell fireworks at 749 Apollo Drive. With the permit application the City has received verification of the required liability insurance.

In turn the applicant will be provided with a copy of the City's regulations concerning the sale, possession and use of consumer fireworks (Section 1002 of the Lino Lakes Code of Ordinances).

The application and plans have been reviewed and approved by Deputy Director Dan L'Allier, Public Safety Department – Fire Division.

RECOMMENDATION

Staff recommends that the city council approve Resolution No. 22-54, Authorizing issuance of an annual permit for Consumer Firework Sales to Target Store 1448 located at 749 Apollo Drive.

**CITY OF LINO LAKES
RESOLUTION NO. 22-54**

**APPROVING ISSUANCE OF AN ANNUAL PERMIT ALLOWING THE SALE OF
CONSUMER FIREWORKS AT TARGET STORE 1448**

WHEREAS, the City has received an application from Target Store 1448 requesting permission to sell consumer fireworks at the 749 Apollo Drive in the City of Lino Lakes; and

WHEREAS, the Public Service Department has reviewed the application and finds the request to be in compliance with applicable fire codes and fire prevention regulations; and

WHEREAS, Target has paid the required license fees and is in compliance with city ordinance;

NOW, THEREFORE, BE IT RESOLVED that the Lino Lakes City Council hereby approves the request of Target to sell consumer fireworks for a period of 1 year.

Adopted by the Council of the City of Lino Lakes this 23rd day of May, 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
CONSENT AGENDA ITEM 11**

STAFF ORIGINATOR: Hannah Lynch, Finance Director

MEETING DATE: May 23, 2022

TOPIC: Consider Not Waiving Monetary Limits on Municipal Tort Liability Established by Minnesota Statute 466.04

VOTE REQUIRED: 3/5

INTRODUCTION

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

BACKGROUND

Each year, the City has the option of waiving its monetary limits on tort liability to the extent of the coverage purchased. The decision to waive or not to waive the statutory limits has the following effects:

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

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

If the city does waive the statutory tort limits and purchases excess liability coverage, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

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

The city carries \$1,000,000 in excess liability coverage (\$1,000,000 per occurrence and annual limit).

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

RECOMMENDATION

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

ATTACHMENTS

Liability Coverage Waiver Form

LIABILITY COVERAGE – WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before the member's effective date of coverage. Return completed form to your underwriter or email to psstech@lmc.org.

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

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

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

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

LMCIT Member Name: _____

Check one:

- The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#).
- The member **WAIVES** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#), to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: _____

Signature: _____ Position: _____

**CITY COUNCIL
AGENDA ITEM 1J**

STAFF ORIGINATOR: Hannah Lynch, Finance Director

MEETING DATE: May 23, 2022

TOPIC: 1st Quarter 2022 Financial Report

VOTE REQUIRED: 3/5

BACKGROUND

Staff has reconciled all bank and investment accounts through March 31, 2022. The Quarterly Financial Report contains unaudited information as follows:

- Investments Summary
- Cash Balance by Fund
- General Fund Budget to Actual
- Rookery Activity Center Fund Budget to Actual
- Water Fund Budget to Actual
- Sewer Fund Budget to Actual
- Storm Water Fund Budget to Actual

Each Budget to Actual analysis provides a summary of significant activity. Full general ledger detail can be found on pages 9-22.

RECOMMENDATION

Consider approval of the 1st Quarter 2022 Financial Report.

ATTACHMENTS

1st Quarter 2022 Financial Report



1st Quarter 2022 Financial Report

City of Lino Lakes
Investments Summary
For the Quarter Ended March 31, 2022

Portfolio Characteristics

Book Value	\$50,761,650
Market Value	\$49,438,642
Unrealized Gain (Loss)	-\$1,323,008
Years to Effective Maturity	1.88
Years to Final Maturity	6.34

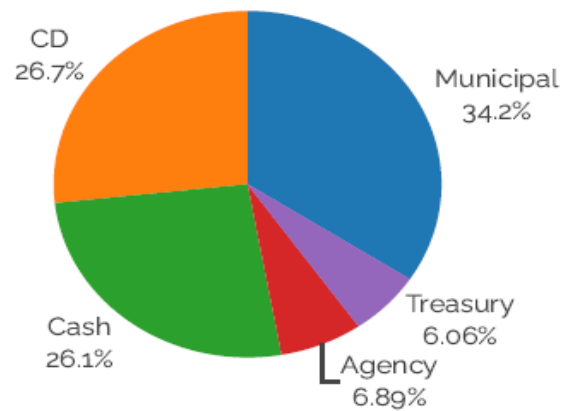
YTD Performance

Interest Earnings	\$173,085
Unrealized Gain (Loss)	-\$1,262,618 (1)

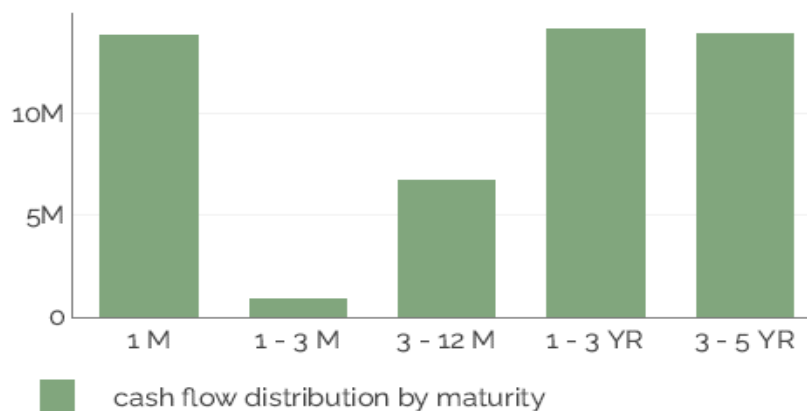
Notes

(1) An unrealized loss is a decrease in the value of an investment that an investor holds. A gain or loss becomes realized when the investment is actually sold. Our investments are not intended to be sold, but instead held to maturity. The unrealized loss is a function of rising interest rates.

Sector Distribution



Cash Flow Distribution



City of Lino Lakes
Cash Balance by Fund
For the Quarter Ended March 31, 2022

	Fund	Cash Balance
101	General Fund	\$ 5,998,031
201	Recreation Programming	23,850
202	Rookery Activity Center	(61,083)
203	Economic Development Authority	231,046
204	Cable TV and Communications	260,065
205	Blue Heron Days	11,782
206	Federal Forfeiture - Justice	32,412
207	State Narcotics Forfeiture	49,520
208	DUI Forfeitures	68,955
209	Forfeitures - Other	1,342
210	Federal Forfeiture - Treasury	36,772
211	K9 Unit	15,736
213	American Rescue Plan Funds	488,193
301	Closed Bond	672,423
315	Certificates Of Indebtedness	298,659
332	G.O. Tax Increment Bonds 2007A	155,104
333	G.O. Improvement Note 2009A	208,993
335	G.O. Bonds 2012A	54,760
336	G.O. Bonds 2013A	285,386
337	G.O. Bonds 2014A	348,087
338	G.O. Bonds 2015A	412,084
339	EDA Lease Revenue Bonds 2015B	88,424
340	G.O. Capital Note 2016A	1,557
341	G.O. Utility Revenue Bonds 2016A	265,315
342	G.O. Improvement Refunding Bonds 2016B	-
343	G.O. Tax Abatement Refunding Bonds 2016C	134,945
344	G.O. Bonds 2018A	1,319,823
345	G.O. Bonds 2020A	280,652
346	G.O. Bonds 2021A	(80)
401	Municipal Bldgs & Facilities	723,765
402	Capital Equip Revolving	606,701
403	Office Equip Revolving	37,122
405	Dedicated Parks	1,730,052
406	Area And Unit Trunk	8,748,986
411	T.I.F. District 1-5	51,352
417	T.I.F. District 1-10	1,467
418	T.I.F. District 1-11	(413,005)
419	T.I.F. District 1-12	183,904
420	Municipal State Aid	3,351,431
421	Pavement Management	979,372
422	Surface Water Management	1,758,665
423	Street Reconstruction	554,223
424	Surface Water Maintenance	121,201
425	Park & Trail Improvements	204,693
484	2040 Comp Plan Update	3,004
601	Water Operating	6,038,890
602	Sewer Operating	9,509,251
603	Storm Water Operating	11,367
801	Contractor's Deposits	3,416,932
810	Foxborough Environmental Trust Fund	128,847
811	Preserve Stewardship	7,672
		\$ 49,438,642

City of Lino Lakes
General Fund Budget to Actual (Unaudited)
For the Quarter Ended March 31, 2022

	Annual Budget	Budget Thru 03/31/2022	Actuals Thru 03/31/2022	Variance - Favorable (Unfavorable)	Percent Received or Expended Based on Budget Thru 03/31/2022
Revenues					
Property Taxes	\$ 8,789,119	\$ 2,197,280	\$ 81	\$ (2,197,199) *	0.0 %
Licenses and Permits	1,032,802	258,201	427,542	169,342 (1)	165.6
Intergovernmental Revenue	668,512	167,128	141,925	(25,203)	84.9
Charges For Services	292,172	73,043	91,703	18,660 (2)	125.5
Fines & Forfeits	101,100	25,275	13,381	(11,894)	52.9
Investment Income	30,000	7,500	(142,623)	(150,123) (3)	(1,901.6)
Miscellaneous Revenue**	211,057	52,764	70,908	18,144 (4)	134.4
Transfers In	40,000	10,000	40,000	30,000 (5)	400.0
Total Revenues	11,164,762	2,781,191	642,918	(2,148,273)	23.1
Expenditures					
Mayor & Council	93,373	23,343	15,031	8,312	64.4
Administration	653,362	163,341	128,282	35,058 (6)	78.5
Elections	34,550	8,638	-	8,638	-
Charter Administration	7,463	1,866	-	1,866	-
Finance	653,689	163,422	132,140	31,282	80.9
Legal Consultants	138,000	34,500	26,000	8,500	75.4
Economic Development	113,669	28,417	9,050	19,367 (7)	31.8
Planning & Zoning	168,116	42,029	28,108	13,921	66.9
Engineering	97,365	24,341	6,735	17,607 (8)	27.7
Community Development	196,508	49,127	39,141	9,986	79.7
Police	4,562,016	1,140,504	1,132,540	7,964	99.3
Fire	886,099	221,525	181,328	40,197	81.9
Building Inspections	464,251	116,063	80,485	35,577 (9)	69.3
Streets	1,033,976	258,494	203,694	54,800 (10)	78.8
Fleet Management	588,940	147,235	145,451	1,784	98.8
Government Buildings	544,520	136,130	169,410	(33,280) (11)	124.4
Parks	842,211	210,553	85,494	125,059 (12)	40.6
Recreation	42,438	10,610	5,628	4,982	53.0
Environmental	59,620	14,905	9,599	5,306	64.4
Solid Waste	77,809	19,452	12,954	6,498	66.6
Forestry	60,037	15,009	30,977	(15,967) (13)	206.4
Other	346,750	86,688	286,750	(200,063) (14)	330.8
Total Expenditures	11,664,762	2,916,191	2,728,798	187,393	93.6
Revenues Over (Under) Expenditures	\$ (500,000)	\$ (135,000)	\$ (2,085,880)	\$ (1,960,880)	

* Property taxes are received in July and December.

**General fund reserves budget of \$500,000 is represented on the Revenues Over (Under) Expenditures line.

Item **Explanation of items with variance greater than \$15,000 and percentage less than 80% or greater than 120%**

- (1) Favorable variance due to permit revenue collected for the Lyngblomsten Senior Housing Development partially offset by an unfavorable variance for liquor license fees. Liquor license fees are typically collected in full in July, but Council waived the on-sale liquor license fees for the 2022-2023 licensing period due to the remaining impacts on restaurant liquor license holders in the city from the COVID-19 Pandemic.

City of Lino Lakes
General Fund Budget to Actual (Unaudited)
For the Quarter Ended March 31, 2022

- (2) Variance primarily due to Police Other Revenues over budget; School Resource Officer and Eagle Brook Church reimbursements are the main revenues accounted for in Police Other Revenues. Following a decrease in reimbursable activity during the COVID-19 Pandemic this budget could potentially be increased.
- (3) Due to rising interest rates unrealized losses on investments are greater than interest earnings.
- (4) Circle Pines Gas Franchise Fee greater than anticipated for first quarter.
- (5) Budgeted transfers are recorded in full each January.
- (6) Variance primarily due to payroll timing difference (three weeks of March paid in April).
- (7) Variance due to Economic Development Intern vacancy and lodging tax remittance. March lodging tax was passed through in May (timing difference) while lodging revenues are typically higher in the summer/fall.
- (8) February and March retainer paid in second quarter (timing difference) while hourly engineering consultant services are under budget.
- (9) Variance due to payroll timing difference (three weeks of March paid in April) and Building Inspector vacancy.
- (10) Woodridge Estates Street Lights and Wiring project within capital outlay will be completed later in the year. Contracted services consist of mostly seasonal expenses (patching/street repairs, median and round-a-bout maintenance).
- (11) Unfavorable variance due to general liability, property, and excess liability insurance premiums (paid through the end of August 2022) partially offset by a favorable variance in professional services for building and HVAC repairs.
- (12) Variance due to payroll timing difference (three weeks of March paid in April), new Maintenance Worker position vacancy, and reallocation of Public Services Administrative Assistant; remaining budget is mostly seasonal and will be utilized throughout the summer and fall. Negative expense in capital outlay contributing to the variance is due to Tower Park Hard Court Facility retainage at 12/31/2021 which has not yet been paid.
- (13) Emerald ash borer grant reimbursable tree removal costs incurred before the grant has been received. Outside of the grant, more diseased trees removed than anticipated.
- (14) Budgeted transfers are recorded in full each January slightly offset by a favorable contingency variance. Contingency does not get any expenditures coded to it, instead that budget is allocated to other line items with budget amendments as needed.

City of Lino Lakes
Rookery Activity Center Fund Budget to Actual (Unaudited)
For the Quarter Ended March 31, 2022

	*	Budget	Actuals	Variance -	Percent
	Annual	Thru	Thru	Favorable	Received or
	Budget	03/31/2022	03/31/2022	(Unfavorable)	Expenditures
					Based on
					Budget Thru
					03/31/2022
Revenues					
Charges For Services	\$ -	\$ -	\$ 46,945	\$ 46,945 (1)	-
Miscellaneous Revenue	-	-	379	379	-
Total Revenues	-	-	47,324	47,324	-
Expenditures					
Personal Services	-	-	31,553	(31,553) (2)	-
Supplies	-	-	-	-	-
Services & Charges	-	-	22,347	(22,347) (3)	-
Contractual Services	-	-	39,794	(39,794) (4)	-
Total Expenditures	-	-	93,694	(93,694)	-
Revenues Over					
(Under) Expenditures	\$ -	\$ -	\$ (46,371)	\$ (46,371)	

* There is currently not a formal budget for the Rookery Activity Center Fund. Staff has been referencing the Recreation and Aquatic Center Feasibility Study prepared by ISG and accepted by the Council on June 28, 2021. Staff plans to bring a proposed 2022 budget to the City Council in June.

Item Explanation of items with variance greater than \$15,000

- (1) Driven by Annual and Monthly Membership Fees; majority of Annual Membership Fees collected by Endurance Fitness prior to February 1, 2022 for membership in effect February 1, 2022 to January 31, 2023 in accordance with the Professional Management Services Agreement.
- (2) Staffing allocations for personnel costs incurred are as follows:

Public Services Director	50%
Public Services Administrative Assistant	15%
Activity Center Manager	100% - Hired 1/31/2022

 Positions not included in 3/31/2022 actuals include two Activity Center Coordinators, Aquatics Supervisor, Building Maintenance and Custodial Supervisor, and all part-time personnel.
- (3) Property and casualty insurance through August 2022; electric costs incurred from Xcel Energy; heating/natural gas costs incurred from Centennial Utilities.
- (4) Majority of contracted services costs (\$34K) represents fees due to Endurance Fitness in accordance with the Professional Management Services Agreement; remainder due to janitorial and mat services.

City of Lino Lakes
Water Fund Budget to Actual (Unaudited)
For the Quarter Ended March 31, 2022

	Annual Budget	Budget Thru 03/31/2022	Actuals Thru 03/31/2022	Prior Year Thru 03/31/2021	Variance - Favorable (Unfavorable)
Revenues					
Water Hook Up Charge	\$ 41,250	\$ 10,313	\$ 6,500	\$ 16,750	(10,250)
Water Meter Sales	78,260	19,565	14,524	30,282	(15,758)
Irrigation Controller Sales	5,000	1,250	1,350	1,235	115
Interest On Investments	50,000	12,500	(151,435)	(12,813)	(138,622) (1)
Miscellaneous Revenue	2,500	625	494	635	(141)
Flat Water Charge	287,680	71,920	71,151	-	71,151 (2)
Water Sales	1,268,772	317,193	163,343	157,093	6,250
Penalty	22,000	5,500	5,077	4,094	983
Total Revenues	1,755,462	438,866	111,004	197,276	(86,272)
Expenditures					
Personal Services	391,147	97,787	65,875	62,879	(2,996)
Supplies	285,000	71,250	49,249	23,917	(25,332) (3)
Services & Charges	306,007	76,502	48,941	43,702	(5,239)
Contractual Services	10,258	2,565	1,412	2,266	854
Depreciation	783,605	195,901	-	-	- *
Capital Outlay	1,765,015	441,254	36,832	8,088	(28,743) (4)
Transfers Out	407,680	101,920	-	-	-
Total Expenditures	3,948,712	987,178	202,309	140,852	(61,456)
Revenues Over (Under) Expenditures	\$ (2,193,250)	\$ (548,313)	\$ (91,305)	\$ 56,423	\$ (147,728)

*Depreciation is factored out of contractual services. Depreciation is a non-cash expense calculated at year end.

Item Explanation of items with variance greater than \$20,000

- (1) Due to rising interest rates unrealized losses on investments are greater than interest earnings.
- (2) Previously accounted for in the Area and Unit Fund, the Flat Water Charge was moved to the Water Fund in 2022 as a result of the rate study performed by Baker Tilly in 2021.
- (3) Irrigation controllers were purchased in February in the current year compared to April in the prior year.
- (4) Variance from prior year due to timing of capital purchases. Utilities vehicle (50% charged to Sewer) was purchased in February. In addition, small amount incurred for the Water Tower No. 2 Rehabilitation project.

City of Lino Lakes
Sewer Fund Budget to Actual (Unaudited)
For the Quarter Ended March 31, 2022

	Annual Budget	Budget Thru 03/31/2022	Actuals Thru 03/31/2022	Prior Year Thru 03/31/2021	Variance - Favorable (Unfavorable)
Revenues					
Sewer Hook Up Charge	\$ 33,000	\$ 8,250	\$ 5,400	\$ 13,400	(8,000)
Interest On Investments	80,000	20,000	(232,865)	(20,887)	(211,977) (1)
Sewer Sales	1,762,586	440,647	463,170	445,970	17,200
Penalty	26,000	6,500	3,560	5,312	(1,751)
Total Revenues	1,901,586	475,397	239,266	443,794	(204,528)
Expenditures					
Personal Services	400,372	100,093	70,802	67,199	(3,603)
Supplies	60,000	15,000	16,633	584	(16,049)
Services & Charges	301,997	75,499	46,226	31,623	(14,604)
Contractual Services	1,094,501	273,625	363,025	330,935	(32,091) (2)
Depreciation	574,323	143,581	-	-	- *
Capital Outlay	115,015	28,754	33,169	-	(33,169) (3)
Total Expenditures	2,546,208	636,552	529,856	430,341	(99,516)
Revenues Over (Under) Expenditures	\$ (644,622)	\$ (161,156)	\$ (290,590)	\$ 13,454	\$ (304,044)

*Depreciation is factored out of contractual services. Depreciation is a non-cash expense calculated at year end.

Item Explanation of items with variance greater than \$20,000

- (1) Due to rising interest rates unrealized losses on investments are greater than interest earnings.
- (2) Met Council Environmental Services Sewer Charges increased 10% in 2022. The increase was budgeted.
- (3) Variance from prior year due to timing of capital purchases. Utilities vehicle (50% charged to Water) was purchased in February.

City of Lino Lakes
Storm Water Fund Budget to Actual (Unaudited)
For the Quarter Ended March 31, 2022

	Annual Budget	Budget Thru 03/31/2022	Actuals Thru 03/31/2022	Prior Year Thru 03/31/2021	Variance - Favorable (Unfavorable)
Revenues					
Interest On Investments	\$ -	\$ -	\$ (172)	\$ -	(172)
Storm Water Utility	583,000	145,750	62,954	-	62,954 (1)
Total Revenues	583,000	145,750	62,782	-	62,782
Expenditures					
Personal Services	188,043	47,011	17,913	-	(17,913)
Supplies	24,000	6,000	-	-	-
Services & Charges	63,877	15,969	4,675	-	(4,675)
Contractual Services	238,493	59,623	549	-	(549)
Capital Outlay	68,587	17,147	-	-	-
Total Expenditures	583,000	145,750	23,137	-	(23,137)
Revenues Over (Under) Expenditures	\$ -	\$ -	\$ 39,644	\$ -	\$ 39,644

Item Explanation of items with variance greater than \$20,000

- (1) In 2022 the City Council approved the establishment of a Storm Water Utility to fund the operation and management of the City's Storm Water Infrastructure. The fee for single family residential is \$12 per quarter. The fee for multi-family residential, commercial, institution, and industrial properties is \$175 per acre of impervious per quarter. Residents currently not connected to city water and sewer received an annual storm water utility bill due in May 2022.

General Ledger

Budget to Actual

User: hannah.lynn
 Printed: 5/16/2022 12:35:56 PM
 Period 01 - 03
 Fiscal Year 2022



Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101	General Fund				
	Taxes				
101-000-3010-000	Current Taxes	-8,748,619.00	-2,187,154.75	0.00	-2,187,154.75
101-000-3020-000	Delinquent Taxes	-40,000.00	-10,000.00	0.00	-10,000.00
101-000-3060-000	Tax Forfeits	0.00	0.00	-80.74	80.74
101-000-3150-000	Penalties & Interest	-500.00	-125.00	0.00	-125.00
	Taxes	-8,789,119.00	-2,197,279.75	-80.74	-2,197,199.01
	Licenses & Permits				
101-000-3201-000	Liquor License - Bar	-32,000.00	-8,000.00	0.00	-8,000.00
101-000-3202-000	Liquor License - Beer	-1,000.00	-250.00	0.00	-250.00
101-000-3203-000	Off Sale Liquor License	-2,000.00	-500.00	0.00	-500.00
101-000-3204-000	Sunday Liquor License	-1,900.00	-475.00	0.00	-475.00
101-000-3205-000	Club Liquor License	-300.00	-75.00	0.00	-75.00
101-000-3208-000	Investigation Fee	-1,000.00	-250.00	-407.75	157.75
101-000-3209-000	Garbage Removal License	-1,700.00	-425.00	0.00	-425.00
101-000-3210-000	Temporary Consumption Permi	-300.00	-75.00	0.00	-75.00
101-000-3211-000	Cigarette License	-600.00	-150.00	0.00	-150.00
101-000-3213-000	Contractor's License	-16,291.00	-4,072.75	-2,845.00	-1,227.75
101-000-3215-000	Rental Housing License	-5,934.00	-1,483.50	-2,267.25	783.75
101-000-3219-000	Dance	-35.00	-8.75	0.00	-8.75
101-000-3220-000	Fireworks License	-200.00	-50.00	0.00	-50.00
101-000-3222-000	Massage License	-1,100.00	-275.00	-102.28	-172.72
101-000-3223-000	Peddler's License	-2,500.00	-625.00	0.00	-625.00
101-000-3225-000	Lodging Tax	-76,315.00	-19,078.75	-12,614.00	-6,464.75
101-000-3250-000	Building Permits	-515,731.00	-128,932.75	-229,970.15	101,037.40
101-000-3251-000	Plan Inspection Fee	-202,771.00	-50,692.75	-143,540.31	92,847.56
101-000-3252-000	Erosion Control Permit	-29,600.00	-7,400.00	-4,160.00	-3,240.00
101-000-3253-000	Plumbing Permit	-31,710.00	-7,927.50	-10,243.80	2,316.30
101-000-3254-000	Heating & Air Conditioning	-66,093.00	-16,523.25	-12,710.80	-3,812.45
101-000-3255-000	Septic Plumbing Permit	-5,577.00	-1,394.25	-390.00	-1,004.25
101-000-3256-000	Septic System Permit	-6,867.00	-1,716.75	-250.00	-1,466.75
101-000-3259-000	Fence Permit	-4,478.00	-1,119.50	-690.00	-429.50
101-000-3260-000	Dog License	-1,250.00	-312.50	-165.00	-147.50
101-000-3262-000	Sign Permit	-926.00	-231.50	-1,045.00	813.50
101-000-3264-000	Underground Utility Permit	-18,624.00	-4,656.00	-5,821.70	1,165.70
101-000-3266-000	Miscellaneous Permits	-6,000.00	-1,500.00	-319.00	-1,181.00
	Licenses & Permits	-1,032,802.00	-258,200.50	-427,542.04	169,341.54
	Intergovernmental Revenues				
101-000-3314-000	TZD Safe Roads Grant	-25,000.00	-6,250.00	-3,888.11	-2,361.89
101-000-3341-000	Market Value Credit	-4,000.00	-1,000.00	0.00	-1,000.00
101-000-3345-000	Municipal State Aid (MSA)	-250,000.00	-62,500.00	-138,037.00	75,537.00
101-000-3346-000	Police State Aid	-260,000.00	-65,000.00	0.00	-65,000.00
101-000-3348-000	Other State Revenue	-10,000.00	-2,500.00	0.00	-2,500.00
101-000-3349-000	Fire State Aid	-21,703.00	-5,425.75	0.00	-5,425.75
101-000-3351-000	Other Fire Aid	-20,000.00	-5,000.00	0.00	-5,000.00
101-000-3360-000	Solid Waste (Anoka County)	-77,809.00	-19,452.25	0.00	-19,452.25
	Intergovernmental Revenues	-668,512.00	-167,128.00	-141,925.11	-25,202.89
	Charges for Service				
101-000-3265-000	Land Use Administration Fee	-10,023.00	-2,505.75	-6,520.00	4,014.25
101-000-3404-000	Sales Of Supplies (MapsEtc)	-100.00	-25.00	-6.66	-18.34
101-000-3405-000	Assessment Searches	-9,000.00	-2,250.00	-2,880.00	630.00
101-000-3414-000	SACSurchage Fee	-8,000.00	-2,000.00	-3,010.04	1,010.04
101-000-3417-000	Aerial Map Fee	-12,000.00	-3,000.00	0.00	-3,000.00
101-000-3420-000	Police Reports	-800.00	-200.00	-235.00	35.00

Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101-000-3422-000	Police Other Revenues	-165,000.00	-41,250.00	-57,047.98	15,797.98
101-000-3433-000	Public Works Fees	-7,500.00	-1,875.00	-4,134.01	2,259.01
101-000-3470-000	Other Park Revenues	-750.00	-187.50	0.00	-187.50
101-000-3492-000	EngineeringPlanning Fees	-28,999.00	-7,249.75	-5,369.75	-1,880.00
101-000-3494-000	Investment Management Fees	-50,000.00	-12,500.00	-12,500.01	0.01
	Charges for Service	-292,172.00	-73,043.00	-91,703.45	18,660.45
	Fines & Forfeits				
101-000-3510-000	Fines & Forfeits	-100,000.00	-25,000.00	-13,380.91	-11,619.09
101-000-3512-000	Driving Diversion Prog (DDP)	-1,100.00	-275.00	0.00	-275.00
	Fines & Forfeits	-101,100.00	-25,275.00	-13,380.91	-11,894.09
	Investment Income				
101-000-3620-000	Interest On Investments	-30,000.00	-7,500.00	142,622.62	-150,122.62
	Investment Income	-30,000.00	-7,500.00	142,622.62	-150,122.62
	Miscellaneous Revenues				
101-000-3350-000	Circle Pines Gas Franchise	-55,000.00	-13,750.00	-32,814.04	19,064.04
101-000-3640-000	Building Rents	0.00	0.00	-200.00	200.00
101-000-3720-000	ContributionsDonations	-500.00	-125.00	0.00	-125.00
101-000-3730-000	Refunds & Reimbursements	-35,000.00	-8,750.00	-1,172.22	-7,577.78
101-000-3740-000	Lease Revenue	-118,557.00	-29,639.25	-36,722.07	7,082.82
101-000-3810-000	Miscellaneous Revenue	-2,000.00	-500.00	0.00	-500.00
101-000-3900-000	General Fund Reserves	-500,000.00	-125,000.00	0.00	-125,000.00
	Miscellaneous Revenues	-711,057.00	-177,764.25	-70,908.33	-106,855.92
	Other Financing Sources				
101-000-3920-000	Operating Transfers	-40,000.00	-10,000.00	-40,000.00	30,000.00
	Other Financing Sources	-40,000.00	-10,000.00	-40,000.00	30,000.00
101	General Fund	-11,664,762.00	-2,916,190.50	-642,917.96	-2,273,272.54

General Ledger

Budget to Actual

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 Period 01 - 03
 Fiscal Year 2022



Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101	General Fund				
401	MayorCouncil				
101-401-4101-000	Salaries - MayorCouncil	46,858.00	11,714.50	11,614.50	100.00
101-401-4121-000	PERA	2,343.00	585.75	580.74	5.01
101-401-4122-000	FICA	679.00	169.75	168.45	1.30
101-401-4151-000	Worker's Compensation	203.00	50.75	50.00	0.75
101-401-4200-000	Office Supplies-MayorCouncil	0.00	0.00	20.00	-20.00
101-401-4300-000	Professional Services	4,000.00	1,000.00	0.00	1,000.00
101-401-4330-000	TravelTuition-MayorCouncil	1,500.00	375.00	399.00	-24.00
101-401-4340-000	Advertising	200.00	50.00	0.00	50.00
101-401-4343-000	Newsletter - MayorCouncil	13,000.00	3,250.00	2,000.00	1,250.00
101-401-4452-000	SubscriptionsDues	19,090.00	4,772.50	0.00	4,772.50
101-401-4900-000	Marketing & Education	5,500.00	1,375.00	198.24	1,176.76
401	MayorCouncil	93,373.00	23,343.25	15,030.93	8,312.32
402	Administration				
101-402-4101-000	Salaries - Administration	480,789.00	120,197.25	91,796.04	28,401.21
101-402-4106-000	Temporaries - Admin	16,500.00	4,125.00	0.00	4,125.00
101-402-4108-000	Wellness Program-Admin	720.00	180.00	0.00	180.00
101-402-4121-000	PERA	37,297.00	9,324.25	8,224.86	1,099.39
101-402-4122-000	FICA	38,043.00	9,510.75	7,134.38	2,376.37
101-402-4123-000	Def Comp Employer Contribution	1,970.00	492.50	1,724.52	-1,232.02
101-402-4131-000	Health Insurance	22,249.00	5,562.25	6,132.91	-570.66
101-402-4133-000	Life Insurance	1,277.00	319.25	376.29	-57.04
101-402-4134-000	Dental Insurance	2,696.00	674.00	359.52	314.48
101-402-4151-000	Workers Compensation	3,161.00	790.25	1,701.00	-910.75
101-402-4300-000	Professional Services-Admin	15,000.00	3,750.00	1,670.32	2,079.68
101-402-4310-000	Other Consultant-Admin	9,000.00	2,250.00	0.00	2,250.00
101-402-4321-000	Telephone	360.00	90.00	270.00	-180.00
101-402-4330-000	TravelTuition-Admin	8,500.00	2,125.00	5,444.59	-3,319.59
101-402-4340-000	Advertising-Admin	2,500.00	625.00	485.00	140.00
101-402-4410-000	Contracted Services-Admin	10,300.00	2,575.00	2,405.62	169.38
101-402-4452-000	SubscriptionsDues-Admin	3,000.00	750.00	557.00	193.00
402	Administration	653,362.00	163,340.50	128,282.05	35,058.45
403	Elections				
101-403-4101-000	Salaries - Elections	26,000.00	6,500.00	0.00	6,500.00
101-403-4122-000	FICA	100.00	25.00	0.00	25.00
101-403-4151-000	Workers Compensation	150.00	37.50	0.00	37.50
101-403-4200-000	Office Supplies-Elections	1,000.00	250.00	0.00	250.00
101-403-4340-000	Advertising-Elections	800.00	200.00	0.00	200.00
101-403-4410-000	Contracted Services-Elections	6,500.00	1,625.00	0.00	1,625.00
403	Elections	34,550.00	8,637.50	0.00	8,637.50
405	Charter				
101-405-4300-000	Professional Services-Charter	1,000.00	250.00	0.00	250.00
101-405-4300-999	Professional Services-Charter	6,463.00	1,615.75	0.00	1,615.75
405	Charter	7,463.00	1,865.75	0.00	1,865.75
407	Finance				
101-407-4101-000	Salaries - Finance	254,127.00	63,531.75	48,518.60	15,013.15
101-407-4102-000	Overtime - Finance	0.00	0.00	464.40	-464.40
101-407-4108-000	Wellness Program-Finance	720.00	180.00	0.00	180.00
101-407-4121-000	PERA	19,060.00	4,765.00	4,385.19	379.81
101-407-4122-000	FICA	19,441.00	4,860.25	3,535.67	1,324.58
101-407-4131-000	Health Insurance	34,078.00	8,519.50	10,717.01	-2,197.51
101-407-4133-000	Life Insurance	695.00	173.75	213.17	-39.42
101-407-4134-000	Dental Insurance	1,672.00	418.00	404.44	13.56

Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101-407-4151-000	Workers Compensation	1,616.00	404.00	1,027.00	-623.00
101-407-4200-000	Office Supplies-Finance	1,000.00	250.00	254.70	-4.70
101-407-4300-000	Professional Services-Finance	0.00	0.00	0.00	0.00
101-407-4308-000	Auditor	15,000.00	3,750.00	1,936.48	1,813.52
101-407-4310-000	Other Consultant-Finance	201,220.00	50,305.00	59,995.29	-9,690.29
101-407-4330-000	TravelTuition-Finance	6,000.00	1,500.00	0.00	1,500.00
101-407-4340-000	Advertising-Finance	1,100.00	275.00	0.00	275.00
101-407-4342-000	Truth In Taxation	2,060.00	515.00	0.00	515.00
101-407-4345-000	Payment Processing	2,000.00	500.00	176.20	323.80
101-407-4410-000	Contracted Services-Finance	92,500.00	23,125.00	0.00	23,125.00
101-407-4452-000	SubscriptionsDues-Finance	1,400.00	350.00	512.00	-162.00
407	Finance	653,689.00	163,422.25	132,140.15	31,282.10
414	Legal Consultants				
101-414-4301-000	Consultants Municipal Atto	30,000.00	7,500.00	0.00	7,500.00
101-414-4303-000	Consultants Criminal Attor	108,000.00	27,000.00	26,000.00	1,000.00
414	Legal Consultants	138,000.00	34,500.00	26,000.00	8,500.00
415	Economic Development				
101-415-4106-000	Temporaries - Econ Dev	22,620.00	5,655.00	0.00	5,655.00
101-415-4121-000	PERA	0.00	0.00	50.40	-50.40
101-415-4122-000	FICA	1,730.00	432.50	0.00	432.50
101-415-4151-000	Workers Compensation	144.00	36.00	85.00	-49.00
101-415-4300-000	Professional Services-Econ Dev	15,350.00	3,837.50	0.00	3,837.50
101-415-4330-000	TravelTuition-Econ Dev	300.00	75.00	315.00	-240.00
101-415-4340-000	Advertising-Econ Dev	300.00	75.00	0.00	75.00
101-415-4452-000	SubscriptionsDues-Econ Dev	725.00	181.25	545.00	-363.75
101-415-4900-000	Marketing	72,500.00	18,125.00	8,055.00	10,070.00
415	Economic Development	113,669.00	28,417.25	9,050.40	19,366.85
416	Planning & Zoning				
101-416-4101-000	Salaries - P&Z	95,025.00	23,756.25	18,276.00	5,480.25
101-416-4121-000	PERA	7,127.00	1,781.75	1,632.24	149.51
101-416-4122-000	FICA	7,269.00	1,817.25	1,332.30	484.95
101-416-4131-000	Health Insurance	7,849.00	1,962.25	2,532.87	-570.62
101-416-4133-000	Life Insurance	253.00	63.25	84.20	-20.95
101-416-4134-000	Dental Insurance	539.00	134.75	179.76	-45.01
101-416-4151-000	Workers Compensation	604.00	151.00	383.00	-232.00
101-416-4200-000	Office Supplies-P&Z	200.00	50.00	0.00	50.00
101-416-4300-000	Professional Services-P&Z	7,950.00	1,987.50	0.00	1,987.50
101-416-4330-000	TravelTuition-P&Z	1,450.00	362.50	94.00	268.50
101-416-4331-000	Stipend P&Z Board	6,600.00	1,650.00	0.00	1,650.00
101-416-4340-000	Advertising-P&Z	250.00	62.50	0.00	62.50
101-416-4410-000	Contracted Services-P&Z	32,300.00	8,075.00	2,900.00	5,175.00
101-416-4452-000	SubscriptionsDues-P&Z	700.00	175.00	694.00	-519.00
416	Planning & Zoning	168,116.00	42,029.00	28,108.37	13,920.63
417	Engineering				
101-417-4300-000	Professional Services-Engineer	44,500.00	11,125.00	2,121.00	9,004.00
101-417-4410-000	Contracted Services-Engineer	52,865.00	13,216.25	4,613.75	8,602.50
417	Engineering	97,365.00	24,341.25	6,734.75	17,606.50
418	Comm Dev				
101-418-4101-000	Salaries - Comm Dev	151,496.00	37,874.00	28,934.13	8,939.87
101-418-4108-000	Wellness Program-Comm Dev	720.00	180.00	0.00	180.00
101-418-4121-000	PERA	11,362.00	2,840.50	2,698.87	141.63
101-418-4122-000	FICA	11,589.00	2,897.25	2,190.33	706.92
101-418-4123-000	Def Comp Employer Contribution	46.00	11.50	0.00	11.50
101-418-4131-000	Health Insurance	10,369.00	2,592.25	3,432.91	-840.66
101-418-4133-000	Life Insurance	409.00	102.25	113.16	-10.91
101-418-4134-000	Dental Insurance	917.00	229.25	179.76	49.49
101-418-4151-000	Workers Compensation	875.00	218.75	695.00	-476.25
101-418-4200-000	Office Supplies-Comm Dev	100.00	25.00	44.97	-19.97
101-418-4300-000	Professional Services-Comm Dev	7,000.00	1,750.00	125.00	1,625.00
101-418-4330-000	TravelTuition-Comm Dev	900.00	225.00	25.00	200.00
101-418-4452-000	SubscriptionsDues-Comm Dev	725.00	181.25	702.00	-520.75
418	Comm Dev	196,508.00	49,127.00	39,141.13	9,985.87
420	Police				
101-420-4101-000	Salaries - Police	3,058,939.00	764,734.75	631,722.56	133,012.19
101-420-4102-000	Overtime - Police	90,000.00	22,500.00	25,311.89	-2,811.89
101-420-4106-000	Temporaries - Police	0.00	0.00	6,361.25	-6,361.25

Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101-420-4108-000	Wellness Program-Police	2,027.00	506.75	0.00	506.75
101-420-4121-000	PERA	529,572.00	132,393.00	126,556.99	5,836.01
101-420-4122-000	FICA	62,552.00	15,638.00	12,994.59	2,643.41
101-420-4123-000	Def Comp Employer Contribution	3,226.00	806.50	4,132.84	-3,326.34
101-420-4131-000	Health Insurance	342,502.00	85,625.50	92,915.59	-7,290.09
101-420-4133-000	Life Insurance	8,112.00	2,028.00	2,255.67	-227.67
101-420-4134-000	Dental Insurance	17,554.00	4,388.50	4,413.24	-24.74
101-420-4151-000	Workers Compensation	170,369.00	42,592.25	112,527.00	-69,934.75
101-420-4200-000	Office Supplies-Police	8,100.00	2,025.00	1,047.96	977.04
101-420-4211-000	Maintenance Supplies-Police	15,450.00	3,862.50	5,066.19	-1,203.69
101-420-4213-000	Youth Program	3,100.00	775.00	211.95	563.05
101-420-4214-000	Crime Prevention	7,400.00	1,850.00	417.72	1,432.28
101-420-4240-000	Small ToolsEquip-Police	15,000.00	3,750.00	545.05	3,204.95
101-420-4300-000	Professional Services-Police	8,740.00	2,185.00	3,738.37	-1,553.37
101-420-4321-000	Telephone-Police	23,360.00	5,840.00	2,005.77	3,834.23
101-420-4322-000	Postage-Police	1,000.00	250.00	426.33	-176.33
101-420-4330-000	TravelTuition-Police	45,250.00	11,312.50	17,866.91	-6,554.41
101-420-4360-000	Insurance	52,818.00	13,204.50	33,313.00	-20,108.50
101-420-4370-000	Uniforms-Police	37,770.00	9,442.50	10,640.35	-1,197.85
101-420-4381-000	Electricity-Police	420.00	105.00	69.19	35.81
101-420-4386-000	Police Reserves	2,000.00	500.00	283.20	216.80
101-420-4410-000	Contracted Services-Police	55,305.00	13,826.25	36,670.06	-22,843.81
101-420-4452-000	SubscriptionsDues-Police	1,450.00	362.50	1,046.00	-683.50
420	Police	4,562,016.00	1,140,504.00	1,132,539.67	7,964.33
421	Fire				
101-421-4101-000	Salaries - Fire	461,121.00	115,280.25	66,968.38	48,311.87
101-421-4102-000	Overtime - Fire	3,000.00	750.00	0.00	750.00
101-421-4102-421	Overtime - Fire Stipend	0.00	0.00	53.75	-53.75
101-421-4108-000	Wellness Program-Fire	133.00	33.25	0.00	33.25
101-421-4109-000	Fire Stipend	16,057.00	4,014.25	0.00	4,014.25
101-421-4109-421	Fire Stipend	0.00	0.00	2,426.78	-2,426.78
101-421-4121-000	PERA	56,343.00	14,085.75	8,173.26	5,912.49
101-421-4121-421	PERA	0.00	0.00	541.92	-541.92
101-421-4122-000	FICA	20,593.00	5,148.25	2,892.89	2,255.36
101-421-4122-421	FICA	0.00	0.00	32.68	-32.68
101-421-4131-000	Health Insurance	34,309.00	8,577.25	7,222.80	1,354.45
101-421-4133-000	Life Insurance	701.00	175.25	180.36	-5.11
101-421-4134-000	Dental Insurance	1,231.00	307.75	260.64	47.11
101-421-4151-000	Workers Compensation	70,646.00	17,661.50	28,811.00	-11,149.50
101-421-4200-000	Office Supplies-Fire	1,000.00	250.00	298.26	-48.26
101-421-4211-000	Maintenance Supplies-Fire	7,675.00	1,918.75	70.64	1,848.11
101-421-4213-000	Youth Program	1,700.00	425.00	0.00	425.00
101-421-4214-000	Fire Prevention	3,000.00	750.00	0.00	750.00
101-421-4240-000	Small ToolsEquip-Fire	12,500.00	3,125.00	974.09	2,150.91
101-421-4300-000	Professional Services-Fire	5,500.00	1,375.00	2,190.00	-815.00
101-421-4321-000	Telephone-Fire	3,850.00	962.50	249.75	712.75
101-421-4322-000	Postage-Fire	500.00	125.00	0.00	125.00
101-421-4330-000	TravelTuition-Fire	38,050.00	9,512.50	18,396.35	-8,883.85
101-421-4340-000	Advertising-Fire	500.00	125.00	0.00	125.00
101-421-4370-000	Uniforms-Fire	97,700.00	24,425.00	15,820.23	8,604.77
101-421-4410-000	Contracted Services-Fire	40,000.00	10,000.00	25,109.06	-15,109.06
101-421-4452-000	SubscriptionsDues-Fire	1,390.00	347.50	655.00	-307.50
101-421-5000-000	Capital Outlay Fire	8,600.00	2,150.00	0.00	2,150.00
421	Fire	886,099.00	221,524.75	181,327.84	40,196.91
422	Building Inspections				
101-422-4101-000	Salaries - Building	320,509.00	80,127.25	52,034.41	28,092.84
101-422-4102-000	Overtime - Building	500.00	125.00	201.20	-76.20
101-422-4108-000	Wellness Program-Bldg Insp	720.00	180.00	0.00	180.00
101-422-4121-000	PERA	24,076.00	6,019.00	4,688.17	1,330.83
101-422-4122-000	FICA	24,557.00	6,139.25	3,733.15	2,406.10
101-422-4131-000	Health Insurance	40,708.00	10,177.00	12,027.78	-1,850.78
101-422-4133-000	Life Insurance	861.00	215.25	228.26	-13.01
101-422-4134-000	Dental Insurance	2,157.00	539.25	359.52	179.73
101-422-4151-000	Workers Compensation	1,798.00	449.50	1,107.00	-657.50
101-422-4200-000	Office Supplies-Building	2,000.00	500.00	257.29	242.71
101-422-4240-000	Small ToolsEquip-Bldg	150.00	37.50	0.00	37.50

Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101-422-4300-000	Professional Services-Bldg	5,000.00	1,250.00	4,590.00	-3,340.00
101-422-4321-000	Telephone-Building Inspections	2,200.00	550.00	183.83	366.17
101-422-4330-000	TravelTuition-Bldg	3,300.00	825.00	861.06	-36.06
101-422-4370-000	Uniforms-Building	1,140.00	285.00	213.70	71.30
101-422-4410-000	Contracted Services-Bldg	34,250.00	8,562.50	0.00	8,562.50
101-422-4452-000	SubscriptionsDues-Bldg Insp	325.00	81.25	0.00	81.25
422	Building Inspections	464,251.00	116,062.75	80,485.37	35,577.38
430	Streets				
101-430-4101-000	Salaries - Streets	420,534.00	105,133.50	80,770.48	24,363.02
101-430-4102-000	Overtime - Streets	14,000.00	3,500.00	6,786.57	-3,286.57
101-430-4105-000	On CallPager	5,000.00	1,250.00	4,674.95	-3,424.95
101-430-4106-000	Temporaries - Streets	30,000.00	7,500.00	1,867.50	5,632.50
101-430-4121-000	PERA	32,965.00	8,241.25	8,277.65	-36.40
101-430-4122-000	FICA	35,919.00	8,979.75	6,797.03	2,182.72
101-430-4123-000	Def Comp Employer Contribution	577.00	144.25	101.49	42.76
101-430-4131-000	Health Insurance	38,235.00	9,558.75	12,871.15	-3,312.40
101-430-4133-000	Life Insurance	1,154.00	288.50	376.00	-87.50
101-430-4134-000	Dental Insurance	3,182.00	795.50	755.00	40.50
101-430-4151-000	Workers Compensation	35,860.00	8,965.00	24,171.00	-15,206.00
101-430-4211-000	Maintenance Supplies-Streets	12,000.00	3,000.00	281.45	2,718.55
101-430-4223-000	Street Signs	12,000.00	3,000.00	921.50	2,078.50
101-430-4224-000	Patching Materials	50,000.00	12,500.00	1,489.43	11,010.57
101-430-4228-000	SaltSand	55,000.00	13,750.00	30,197.27	-16,447.27
101-430-4229-000	GravelMisc	7,000.00	1,750.00	1,592.66	157.34
101-430-4240-000	Small ToolsEquip-Streets	4,000.00	1,000.00	524.54	475.46
101-430-4300-000	Professional Services-Streets	12,450.00	3,112.50	6,300.00	-3,187.50
101-430-4321-000	Telephone-Streets	1,000.00	250.00	99.89	150.11
101-430-4330-000	TravelTuition-Streets	2,000.00	500.00	0.00	500.00
101-430-4370-000	Uniforms-Streets	2,600.00	650.00	366.82	283.18
101-430-4385-000	Street Lights-Streets	82,000.00	20,500.00	14,376.52	6,123.48
101-430-4410-000	Contracted Services-Streets	47,000.00	11,750.00	95.00	11,655.00
101-430-4415-000	Rental Equipment	1,000.00	250.00	0.00	250.00
101-430-4452-000	SubscriptionsDues-Streets	3,500.00	875.00	0.00	875.00
101-430-5000-000	Capital Outlay Streets	125,000.00	31,250.00	0.00	31,250.00
430	Streets	1,033,976.00	258,494.00	203,693.90	54,800.10
431	Fleet				
101-431-4101-000	Salaries - Fleet	163,887.00	40,971.75	30,910.08	10,061.67
101-431-4102-000	Overtime - Fleet	2,000.00	500.00	1,365.35	-865.35
101-431-4121-000	PERA	12,442.00	3,110.50	2,871.74	238.76
101-431-4122-000	FICA	12,690.00	3,172.50	2,145.45	1,027.05
101-431-4123-000	Def Comp Employer Contribution	570.00	142.50	101.49	41.01
101-431-4131-000	Health Insurance	25,323.00	6,330.75	8,829.19	-2,498.44
101-431-4133-000	Life Insurance	455.00	113.75	144.93	-31.18
101-431-4134-000	Dental Insurance	1,186.00	296.50	395.52	-99.02
101-431-4151-000	Workers Compensation	5,422.00	1,355.50	3,443.00	-2,087.50
101-431-4211-000	Maintenance Supplies-Fleet	9,300.00	2,325.00	1,436.86	888.14
101-431-4212-000	Vehicle Fuel	110,000.00	27,500.00	36,719.81	-9,219.81
101-431-4221-000	Shop Parts	65,000.00	16,250.00	7,719.73	8,530.27
101-431-4240-000	Small ToolsEquip-Fleet	7,000.00	1,750.00	2,668.30	-918.30
101-431-4300-000	Professional Services-Fleet	44,300.00	11,075.00	5,121.55	5,953.45
101-431-4321-000	Telephone-Fleet	0.00	0.00	6.75	-6.75
101-431-4330-000	TravelTuition-Fleet	500.00	125.00	0.00	125.00
101-431-4363-000	Auto Insurance	40,795.00	10,198.75	28,388.00	-18,189.25
101-431-4370-000	Uniforms-Fleet	570.00	142.50	0.00	142.50
101-431-4410-000	Contracted Services-Fleet	53,500.00	13,375.00	13,183.46	191.54
101-431-4452-000	SubscriptionsDues-Fleet	6,000.00	1,500.00	0.00	1,500.00
101-431-5000-000	Capital Outlay Fleet	28,000.00	7,000.00	0.00	7,000.00
431	Fleet	588,940.00	147,235.00	145,451.21	1,783.79
432	Government Buildings				
101-432-4101-000	Salaries - Gov't Bldgs	2,080.00	520.00	240.00	280.00
101-432-4106-000	Temporaries - Gov't Bldgs	8,400.00	2,100.00	0.00	2,100.00
101-432-4121-000	PERA	156.00	39.00	24.00	15.00
101-432-4122-000	FICA	802.00	200.50	17.74	182.76
101-432-4151-000	Workers Compensation	803.00	200.75	79.00	121.75
101-432-4200-000	Office Supplies-Govt Buildings	10,000.00	2,500.00	2,406.92	93.08
101-432-4211-000	Maintenance Supplies-Govt Bldg	35,000.00	8,750.00	1,073.54	7,676.46

Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101-432-4211-500	Maintenance Supplies-PW Bldg	0.00	0.00	2,896.23	-2,896.23
101-432-4211-502	Maintenance Supplies-Fire #2	0.00	0.00	200.72	-200.72
101-432-4211-503	Maintenance Supplies-Civ Comp	0.00	0.00	2,682.86	-2,682.86
101-432-4240-000	Small ToolsEquip-Govt Bldg	2,400.00	600.00	0.00	600.00
101-432-4300-000	Professional Services-Govt Bld	59,000.00	14,750.00	550.10	14,199.90
101-432-4300-500	Professional Services-PW Bldg	0.00	0.00	545.00	-545.00
101-432-4300-501	Professional Services-Fire #1	0.00	0.00	150.00	-150.00
101-432-4300-502	Professional Services-Fire #2	0.00	0.00	1,196.00	-1,196.00
101-432-4300-503	Professional Services-Civ Comp	0.00	0.00	2,323.66	-2,323.66
101-432-4321-000	Telephone-Govt Buildings	6,864.00	1,716.00	598.38	1,117.62
101-432-4321-502	Telephone-Fire Station #2	0.00	0.00	1,102.47	-1,102.47
101-432-4321-503	Telephone-Civic Complex	0.00	0.00	177.31	-177.31
101-432-4322-000	Postage-Gov't Buildings	5,000.00	1,250.00	798.07	451.93
101-432-4330-000	TravelTuition-Govt Bldg	0.00	0.00	150.00	-150.00
101-432-4361-000	Building Insurance	138,315.00	34,578.75	89,237.00	-54,658.25
101-432-4381-000	Electricity-Gov't Bldgs	96,500.00	24,125.00	0.00	24,125.00
101-432-4381-500	Electricity-Public Works Bldg	0.00	0.00	2,406.15	-2,406.15
101-432-4381-501	Electricity-Fire Station #1	0.00	0.00	1,134.54	-1,134.54
101-432-4381-502	Electricity-Fire Station #2	0.00	0.00	2,634.02	-2,634.02
101-432-4381-503	Electricity-Civic Complex	0.00	0.00	11,378.92	-11,378.92
101-432-4382-000	Utilities-Gov't Bldgs	21,000.00	5,250.00	3,535.20	1,714.80
101-432-4383-000	Heat-Gov't Buildings	48,000.00	12,000.00	0.00	12,000.00
101-432-4383-500	Heat-Public Works Bldg	0.00	0.00	4,743.64	-4,743.64
101-432-4383-501	Heat-Fire Station #1	0.00	0.00	1,997.42	-1,997.42
101-432-4383-502	Heat-Fire Station #2	0.00	0.00	2,556.28	-2,556.28
101-432-4383-503	Heat-Civic Complex	0.00	0.00	8,638.79	-8,638.79
101-432-4384-000	Sanitation-Gov't Bldgs	12,000.00	3,000.00	0.00	3,000.00
101-432-4384-500	Sanitation-Public Works Bldg	0.00	0.00	496.94	-496.94
101-432-4384-501	Sanitation-Fire Station #1	0.00	0.00	69.02	-69.02
101-432-4384-502	Sanitation-Fire Station #2	0.00	0.00	198.80	-198.80
101-432-4384-503	Sanitation-Civic Complex	0.00	0.00	686.24	-686.24
101-432-4410-000	Contracted Services-Govt Bldg	98,000.00	24,500.00	0.00	24,500.00
101-432-4410-500	Contracted Services-PW Bldg	0.00	0.00	4,014.95	-4,014.95
101-432-4410-501	Contracted Services-Fire #1	0.00	0.00	2,253.93	-2,253.93
101-432-4410-502	Contracted Services-Fire #2	0.00	0.00	2,353.44	-2,353.44
101-432-4410-503	Contracted Services-Civic Comp	0.00	0.00	13,837.47	-13,837.47
101-432-4452-000	SubscriptionsDues-Gov't Bldgs	200.00	50.00	25.00	25.00
432	Government Buildings	544,520.00	136,130.00	169,409.75	-33,279.75
450	Parks				
101-450-4101-000	Salaries - Parks	419,795.00	104,948.75	60,961.17	43,987.58
101-450-4102-000	Overtime - Parks	2,000.00	500.00	304.85	195.15
101-450-4106-000	Temporaries - Parks	42,000.00	10,500.00	0.00	10,500.00
101-450-4121-000	PERA	31,635.00	7,908.75	5,602.81	2,305.94
101-450-4122-000	FICA	35,480.00	8,870.00	4,594.60	4,275.40
101-450-4123-000	Def Comp Employer Contribution	1,719.00	429.75	1,413.10	-983.35
101-450-4131-000	Health Insurance	45,866.00	11,466.50	7,686.34	3,780.16
101-450-4133-000	Life Insurance	1,154.00	288.50	280.24	8.26
101-450-4134-000	Dental Insurance	3,182.00	795.50	588.76	206.74
101-450-4151-000	Workers Compensation	19,730.00	4,932.50	10,605.00	-5,672.50
101-450-4211-000	Maintenance Supplies-Parks	73,000.00	18,250.00	1,311.29	16,938.71
101-450-4240-000	Small ToolsEquip-Parks	3,000.00	750.00	1,411.47	-661.47
101-450-4300-000	Professional Services-Parks	7,150.00	1,787.50	1,050.00	737.50
101-450-4321-000	Telephone-Parks	2,000.00	500.00	65.13	434.87
101-450-4330-000	TravelTuition-Parks	2,000.00	500.00	400.00	100.00
101-450-4331-000	Stipend Park Board	2,750.00	687.50	0.00	687.50
101-450-4370-000	Uniforms-Parks	1,500.00	375.00	70.90	304.10
101-450-4381-000	Electricity-Parks	3,500.00	875.00	743.61	131.39
101-450-4382-000	Utilities-Parks	25,000.00	6,250.00	71.19	6,178.81
101-450-4383-000	Heat-Parks	5,000.00	1,250.00	1,647.11	-397.11
101-450-4384-000	Sanitation-Parks	1,800.00	450.00	0.00	450.00
101-450-4410-000	Contracted Services-Parks	112,250.00	28,062.50	397.88	27,664.62
101-450-4415-000	Rental Equipment	500.00	125.00	0.00	125.00
101-450-4452-000	SubscriptionsDues-Parks	200.00	50.00	105.89	-55.89
101-450-5000-000	Capital Outlay Parks	0.00	0.00	-13,817.12	13,817.12
450	Parks	842,211.00	210,552.75	85,494.22	125,058.53
451	Recreation				

Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101-451-4101-000	Salaries - Recreation	22,713.00	5,678.25	4,010.21	1,668.04
101-451-4106-000	Temporaries - Recreation	15,855.00	3,963.75	0.00	3,963.75
101-451-4121-000	PERA	0.00	0.00	300.74	-300.74
101-451-4122-000	FICA	2,950.00	737.50	304.80	432.70
101-451-4123-000	Def Comp Employer Contribution	0.00	0.00	202.99	-202.99
101-451-4131-000	Health Insurance	0.00	0.00	745.52	-745.52
101-451-4133-000	Life Insurance	0.00	0.00	15.60	-15.60
101-451-4134-000	Dental Insurance	0.00	0.00	40.44	-40.44
101-451-4151-000	Workers Compensation	920.00	230.00	0.00	230.00
101-451-4321-000	Telephone-Recreation	0.00	0.00	7.50	-7.50
451	Recreation	42,438.00	10,609.50	5,627.80	4,981.70
461	Environmental				
101-461-4101-000	Salaries - Environmental	24,237.00	6,059.25	4,644.01	1,415.24
101-461-4102-000	Overtime - Environmental	500.00	125.00	0.00	125.00
101-461-4106-000	Temporaries - Environmental	15,600.00	3,900.00	896.00	3,004.00
101-461-4121-000	PERA	1,855.00	463.75	433.59	30.16
101-461-4122-000	FICA	3,086.00	771.50	416.86	354.64
101-461-4131-000	Health Insurance	2,355.00	588.75	759.88	-171.13
101-461-4133-000	Life Insurance	76.00	19.00	22.04	-3.04
101-461-4134-000	Dental Insurance	162.00	40.50	53.88	-13.38
101-461-4151-000	Workers Compensation	219.00	54.75	157.00	-102.25
101-461-4211-000	Maintenance Supplies-Env	700.00	175.00	0.00	175.00
101-461-4240-000	Small ToolsEquip-Env	300.00	75.00	0.00	75.00
101-461-4300-000	Professional Services-Env	1,000.00	250.00	0.00	250.00
101-461-4321-000	Telephone-Environmental	730.00	182.50	29.00	153.50
101-461-4330-000	TravelTuition-Env	1,100.00	275.00	1,242.50	-967.50
101-461-4331-000	Stipend Environmental Board	6,600.00	1,650.00	0.00	1,650.00
101-461-4410-000	Contracted Services-Env	1,000.00	250.00	919.00	-669.00
101-461-4452-000	SubscriptionsDues-Env	100.00	25.00	25.56	-0.56
461	Environmental	59,620.00	14,905.00	9,599.32	5,305.68
462	Solid Waste				
101-462-4101-000	Salaries - Solid Waste	16,158.00	4,039.50	3,096.00	943.50
101-462-4102-000	Overtime - Solid Waste	1,600.00	400.00	0.00	400.00
101-462-4106-000	Temporaries - Solid Waste	22,620.00	5,655.00	3,332.00	2,323.00
101-462-4121-000	PERA	1,332.00	333.00	589.11	-256.11
101-462-4122-000	FICA	3,089.00	772.25	487.16	285.09
101-462-4131-000	Health Insurance	1,570.00	392.50	506.61	-114.11
101-462-4133-000	Life Insurance	55.00	13.75	14.70	-0.95
101-462-4134-000	Dental Insurance	108.00	27.00	35.96	-8.96
101-462-4151-000	Workers Compensation	257.00	64.25	173.00	-108.75
101-462-4200-000	Office Supplies-Solid Waste	1,100.00	275.00	17.99	257.01
101-462-4330-000	TravelTuition-Solid Waste	220.00	55.00	0.00	55.00
101-462-4340-000	Advertising-Solid Waste	7,000.00	1,750.00	2,327.34	-577.34
101-462-4410-000	Contracted Services-So. Waste	22,700.00	5,675.00	2,374.37	3,300.63
462	Solid Waste	77,809.00	19,452.25	12,954.24	6,498.01
463	Forestry				
101-463-4101-000	Salaries - Forestry	20,197.00	5,049.25	3,869.99	1,179.26
101-463-4121-000	PERA	1,515.00	378.75	375.31	3.44
101-463-4122-000	FICA	1,545.00	386.25	290.38	95.87
101-463-4131-000	Health Insurance	1,962.00	490.50	633.21	-142.71
101-463-4133-000	Life Insurance	65.00	16.25	18.36	-2.11
101-463-4134-000	Dental Insurance	135.00	33.75	44.96	-11.21
101-463-4151-000	Workers Compensation	988.00	247.00	941.00	-694.00
101-463-4211-000	Maintenance Supplies-Forestry	3,000.00	750.00	262.70	487.30
101-463-4240-000	Small ToolsEquip-Forestry	250.00	62.50	307.23	-244.73
101-463-4370-000	Uniforms-Forestry	380.00	95.00	0.00	95.00
101-463-4410-000	Contracted Services-Forestry	30,000.00	7,500.00	24,233.50	-16,733.50
463	Forestry	60,037.00	15,009.25	30,976.64	-15,967.39
499	Other				
101-499-4905-000	Contingency	60,000.00	15,000.00	0.00	15,000.00
101-499-4910-000	Operating Transfers	286,750.00	71,687.50	286,750.00	-215,062.50
499	Other	346,750.00	86,687.50	286,750.00	-200,062.50
101	General Fund	11,664,762.00	2,916,190.50	2,728,797.74	187,392.76

General Ledger Budget to Actual

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Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
202	The Rookery Activity Center				
	Charges for Service				
202-000-3470-000	Annual Membership Fees	0.00	0.00	-22,328.55	22,328.55
202-000-3471-000	Monthly Membership Fees	0.00	0.00	-20,561.58	20,561.58
202-000-3472-000	Daily Use Fees	0.00	0.00	-419.38	419.38
202-000-3474-000	EF Personal & Specialty Train	0.00	0.00	-3,635.00	3,635.00
	Charges for Service	0.00	0.00	-46,944.51	46,944.51
	Miscellaneous Revenues				
202-000-3730-000	Refunds & Reimbursements	0.00	0.00	0.00	0.00
202-000-3731-000	Silver Sneakers	0.00	0.00	-379.00	379.00
	Miscellaneous Revenues	0.00	0.00	-379.00	379.00
202	The Rookery Activity Center	0.00	0.00	-47,323.51	47,323.51

General Ledger

Budget to Actual

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Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
202	The Rookery Activity Center				
	Personal Services				
202-451-4101-000	Salaries - RAC	0.00	0.00	24,868.79	-24,868.79
202-451-4121-000	PERA	0.00	0.00	1,865.18	-1,865.18
202-451-4122-000	FICA	0.00	0.00	1,946.76	-1,946.76
202-451-4123-000	Def Comp Employee Contribution	0.00	0.00	1,014.93	-1,014.93
202-451-4131-000	Health Insurance	0.00	0.00	1,629.63	-1,629.63
202-451-4133-000	Life Insurance	0.00	0.00	111.17	-111.17
202-451-4134-000	Dental Insurance	0.00	0.00	116.84	-116.84
	Personal Services	0.00	0.00	31,553.30	-31,553.30
	Supplies				
202-451-4211-000	Maintenance Supplies-RAC	0.00	0.00	0.00	0.00
202-451-4240-000	Small ToolsEquip-RAC	0.00	0.00	0.00	0.00
	Supplies	0.00	0.00	0.00	0.00
	Services & Charges				
202-451-4300-000	Professional Services-RAC	0.00	0.00	0.00	0.00
202-451-4310-000	Other Consultant	0.00	0.00	0.00	0.00
202-451-4321-000	Telephone- RAC	0.00	0.00	277.70	-277.70
202-451-4340-000	Advertising-RAC	0.00	0.00	0.00	0.00
202-451-4345-000	Payment Processing	0.00	0.00	10.00	-10.00
202-451-4361-000	Building Insurance-RAC	0.00	0.00	5,510.00	-5,510.00
202-451-4381-000	Electricity-RAC	0.00	0.00	7,142.02	-7,142.02
202-451-4382-000	Utilities-RAC	0.00	0.00	831.94	-831.94
202-451-4383-000	Heat-RAC	0.00	0.00	7,517.92	-7,517.92
202-451-4384-000	Sanitation-RAC	0.00	0.00	1,057.69	-1,057.69
	Services & Charges	0.00	0.00	22,347.27	-22,347.27
	Contractual Services				
202-451-4410-000	Contracted Services-RAC	0.00	0.00	39,793.88	-39,793.88
	Contractual Services	0.00	0.00	39,793.88	-39,793.88
202	The Rookery Activity Center	0.00	0.00	93,694.45	-93,694.45

General Ledger Budget to Actual

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Account Number	Description	Budget	YTD Budget	End Bal	One Year Prior Actual
601	Water Operating				
601-000-3248-000	Water Hook Up Charge	-41,250.00	-10,312.50	-6,500.00	-16,750.00
601-000-3406-000	Water Meter Sales	-78,260.00	-19,565.00	-14,523.80	-30,281.65
601-000-3407-000	Irrigation Controller Sales	-5,000.00	-1,250.00	-1,350.00	-1,235.00
601-000-3620-000	Interest On Investments	-50,000.00	-12,500.00	151,435.11	12,813.17
601-000-3714-000	Miscellaneous Revenue	-2,500.00	-625.00	-494.00	-635.00
601-000-3850-000	Flat Water Charge	-287,680.00	-71,920.00	-71,150.62	0.00
601-000-3855-000	Water Sales	-1,268,772.00	-317,193.00	-163,343.14	-157,093.02
601-000-3858-000	Penalty	-22,000.00	-5,500.00	-5,077.39	-4,094.09
601	Water Operating	-1,755,462.00	-438,865.50	-111,003.84	-197,275.59
602	Sewer Operating				
602-000-3249-000	Sewer Hook Up Charge	-33,000.00	-8,250.00	-5,400.00	-13,400.00
602-000-3620-000	Interest On Investments	-80,000.00	-20,000.00	232,864.54	20,887.40
602-000-3856-000	Sewer Sales	-1,762,586.00	-440,646.50	-463,170.16	-445,969.69
602-000-3858-000	Penalty	-26,000.00	-6,500.00	-3,560.44	-5,311.91
602	Sewer Operating	-1,901,586.00	-475,396.50	-239,266.06	-443,794.20
603	Storm Water Operating				
603-000-3620-000	Interest On Investments	0.00	0.00	171.85	0.00
603-000-3859-000	Storm Water Utility	-583,000.00	-145,750.00	-62,953.52	0.00
603	Storm Water Operating	-583,000.00	-145,750.00	-62,781.67	0.00

General Ledger

Budget to Actual

User: hannah.lynnh
 Printed: 5/16/2022 1:55:48 PM
 Period 01 - 03
 Fiscal Year 2022



Account Number	Description	Budget	YTD Budget	End Bal	One Year Prior Actual
601	Water Operating				
	Personal Services				
601-494-4101-000	Salaries - Water	276,285.00	69,071.25	43,423.92	43,455.46
601-494-4102-000	Overtime - Water	7,000.00	1,750.00	2,147.24	1,418.81
601-494-4105-000	On CallPager	5,000.00	1,250.00	-344.35	-201.22
601-494-4106-000	Temporaries - Water	9,900.00	2,475.00	802.50	894.37
601-494-4121-000	PERA	21,621.00	5,405.25	4,000.06	4,035.13
601-494-4122-000	FICA	22,811.00	5,702.75	3,395.40	3,296.08
601-494-4123-000	Def Comp Employer Contribution	428.00	107.00	101.49	0.00
601-494-4131-000	Health Insurance	37,844.00	9,461.00	7,706.67	5,909.04
601-494-4133-000	Life Insurance	871.00	217.75	193.50	206.77
601-494-4134-000	Dental Insurance	2,076.00	519.00	530.33	428.07
601-494-4151-000	Workers Compensation	7,311.00	1,827.75	3,918.00	3,436.00
	Personal Services	391,147.00	97,786.75	65,874.76	62,878.51
	Supplies				
601-494-4200-000	Office Supplies-Water	2,500.00	625.00	177.08	0.00
601-494-4211-000	Maintenance Supplies-Water	45,000.00	11,250.00	6,700.64	1,499.26
601-494-4212-000	Vehicle Fuel	10,000.00	2,500.00	0.00	0.00
601-494-4215-000	Water Meters	80,000.00	20,000.00	10,605.80	11,163.65
601-494-4216-000	Irrigation Controllers	20,000.00	5,000.00	19,798.90	0.00
601-494-4222-000	Chemicals	125,000.00	31,250.00	11,751.94	10,980.96
601-494-4240-000	Small ToolsEquip-Water	2,500.00	625.00	214.70	273.29
	Supplies	285,000.00	71,250.00	49,249.06	23,917.16
	Services & Charges				
601-494-4300-000	Professional Services-Water	100,300.00	25,075.00	10,873.83	13,532.89
601-494-4304-000	Municipal Engineer	25,000.00	6,250.00	1,559.09	3,971.00
601-494-4310-000	Other Consultant-Water	24,375.00	6,093.75	7,309.81	4,058.67
601-494-4321-000	Telephone-Water	5,000.00	1,250.00	573.67	882.47
601-494-4322-000	Postage-Water	5,500.00	1,375.00	596.60	1,379.64
601-494-4330-000	TravelTuition-Water	3,000.00	750.00	0.00	614.99
601-494-4340-000	Advertising-Water	10,000.00	2,500.00	188.07	0.00
601-494-4345-000	Payment Processing	9,262.00	2,315.50	1,293.02	0.00
601-494-4360-000	Insurance	11,850.00	2,962.50	7,646.00	6,289.00
601-494-4363-000	Auto Insurance	960.00	240.00	629.00	627.00
601-494-4370-000	Uniforms-Water	760.00	190.00	334.95	320.75
601-494-4381-000	Electricity-Water	90,000.00	22,500.00	15,703.67	11,404.43
601-494-4382-000	Utilities-Water	15,000.00	3,750.00	1,265.73	0.00
601-494-4383-000	Heat-Water	5,000.00	1,250.00	967.76	621.43
	Services & Charges	306,007.00	76,501.75	48,941.20	43,702.27
	Contractual Services				
601-494-4410-000	Contracted Services-Water	9,258.00	2,314.50	773.99	1,765.90
601-494-4452-000	SubscriptionsDues-Water	1,000.00	250.00	637.87	500.00
601-494-4510-000	Purchased Assets Dep	783,605.00	195,901.25	0.00	0.00
	Contractual Services	793,863.00	198,465.75	1,411.86	2,265.90
	Capital Outlay				
601-494-5000-000	Capital Outlay	1,765,015.00	441,253.75	36,831.65	8,088.41
	Capital Outlay	1,765,015.00	441,253.75	36,831.65	8,088.41
	Operating Transfers				
601-494-4910-000	Operating Transfers	407,680.00	101,920.00	0.00	0.00
	Operating Transfers	407,680.00	101,920.00	0.00	0.00
601	Water Operating	3,948,712.00	987,178.00	202,308.53	140,852.25

Account Number	Description	Budget	YTD Budget	End Bal	One Year Prior Actual
602	Sewer Operating				
	Personal Services				
602-495-4101-000	Salaries - Sewer	276,285.00	69,071.25	43,424.05	43,454.92
602-495-4102-000	Overtime - Sewer	7,000.00	1,750.00	2,147.25	1,418.68
602-495-4105-000	On CallPager	5,000.00	1,250.00	-344.35	-201.22
602-495-4106-000	Temporaries - Sewer	9,900.00	2,475.00	802.50	894.37
602-495-4121-000	PERA	21,621.00	5,405.25	3,999.86	4,035.15
602-495-4122-000	FICA	22,811.00	5,702.75	3,395.58	3,296.20
602-495-4123-000	Def Comp Employer Contribution	428.00	107.00	101.49	0.00
602-495-4131-000	Health Insurance	37,844.00	9,461.00	7,706.57	5,909.22
602-495-4133-000	Life Insurance	871.00	217.75	193.20	206.94
602-495-4134-000	Dental Insurance	2,076.00	519.00	530.33	428.07
602-495-4151-000	Workers Compensation	16,536.00	4,134.00	8,846.00	7,757.00
	Personal Services	400,372.00	100,093.00	70,802.48	67,199.33
	Supplies				
602-495-4200-000	Office Supplies-Sewer	2,500.00	625.00	177.08	0.00
602-495-4211-000	Maintenance Supplies-Sewer	45,000.00	11,250.00	15,755.38	152.49
602-495-4212-000	Vehicle Fuel	10,000.00	2,500.00	0.00	0.00
602-495-4240-000	Small ToolsEquip-Sewer	2,500.00	625.00	700.41	431.23
	Supplies	60,000.00	15,000.00	16,632.87	583.72
	Services & Charges				
602-495-4300-000	Professional Services-Sewer	165,300.00	41,325.00	6,993.04	5,621.91
602-495-4304-000	Municipal Engineer	25,000.00	6,250.00	1,122.08	1,604.00
602-495-4304-146	Municipal Engineer	0.00	0.00	7,505.75	0.00
602-495-4310-000	Other Consultant-Sewer	24,375.00	6,093.75	7,309.81	4,058.67
602-495-4321-000	Telephone-Sewer	1,500.00	375.00	89.07	259.52
602-495-4322-000	Postage-Sewer	5,000.00	1,250.00	596.60	1,379.63
602-495-4330-000	TravelTuition-Sewer	3,000.00	750.00	0.00	0.00
602-495-4340-000	Advertising-Sewer	500.00	125.00	0.00	0.00
602-495-4340-146	Advertising	0.00	0.00	478.93	0.00
602-495-4345-000	Payment Processing	9,262.00	2,315.50	1,293.03	0.00
602-495-4360-000	Insurance	17,540.00	4,385.00	11,314.00	11,971.00
602-495-4363-000	Auto Insurance	960.00	240.00	629.00	627.00
602-495-4370-000	Uniforms-Sewer	760.00	190.00	334.95	320.72
602-495-4381-000	Electricity-Sewer	32,000.00	8,000.00	6,206.26	5,529.51
602-495-4382-000	Utilities-Sewer	15,000.00	3,750.00	2,067.48	0.00
602-495-4383-000	Heat-Sewer	1,800.00	450.00	286.42	250.55
	Services & Charges	301,997.00	75,499.25	46,226.42	31,622.51
	Contractual Services				
602-495-4405-000	MCES Sewer Charges	1,087,743.00	271,935.75	362,579.64	329,496.08
602-495-4410-000	Contracted Services-Sewer	5,758.00	1,439.50	307.96	1,415.90
602-495-4452-000	SubscriptionsDues-Sewer	1,000.00	250.00	137.88	23.00
602-495-4510-000	Purchased Assets Dep	574,323.00	143,580.75	0.00	0.00
	Contractual Services	1,668,824.00	417,206.00	363,025.48	330,934.98
	Capital Outlay				
602-495-5000-000	Capital Outlay	115,015.00	28,753.75	33,168.90	0.00
	Capital Outlay	115,015.00	28,753.75	33,168.90	0.00
602	Sewer Operating	2,546,208.00	636,552.00	529,856.15	430,340.54
603	Storm Water Operating				
	Personal Services				
603-496-4101-000	Salaries - Storm	136,793.00	34,198.25	13,732.78	0.00
603-496-4102-000	Overtime - Storm	0.00	0.00	1,046.42	0.00
603-496-4121-000	PERA	10,259.00	2,564.75	1,108.55	0.00
603-496-4122-000	FICA	10,465.00	2,616.25	1,109.80	0.00
603-496-4123-000	Def Comp Employer Contribution	285.00	71.25	101.49	0.00
603-496-4131-000	Health Insurance	20,516.00	5,129.00	700.71	0.00
603-496-4133-000	Life Insurance	417.00	104.25	59.77	0.00
603-496-4134-000	Dental Insurance	944.00	236.00	53.96	0.00
603-496-4151-000	Workers Compensation	8,364.00	2,091.00	0.00	0.00
	Personal Services	188,043.00	47,010.75	17,913.48	0.00
	Supplies				
603-496-4211-000	Maintenance Supplies-Storm	17,000.00	4,250.00	0.00	0.00
603-496-4212-000	Vehicle Fuel	4,000.00	1,000.00	0.00	0.00

Account Number	Description	Budget	YTD Budget	End Bal	One Year Prior Actual
603-496-4240-000	Small ToolsEquip-Storm	3,000.00	750.00	0.00	0.00
	Supplies	24,000.00	6,000.00	0.00	0.00
	Services & Charges				
603-496-4300-000	Professional Services-Storm	7,000.00	1,750.00	0.00	0.00
603-496-4304-000	Municipal Engineer	35,000.00	8,750.00	1,122.08	0.00
603-496-4310-000	Other Consultant-Storm	8,550.00	2,137.50	2,137.83	0.00
603-496-4321-000	Telephone-Storm	350.00	87.50	3.75	0.00
603-496-4322-000	Postage-Storm	955.00	238.75	596.58	0.00
603-496-4330-000	TravelTuition-Storm	2,500.00	625.00	0.00	0.00
603-496-4345-000	Payment Processing	9,262.00	2,315.50	652.80	0.00
603-496-4363-000	Auto Insurance	260.00	65.00	0.00	0.00
603-496-4382-000	Utilities-Storm Water	0.00	0.00	161.57	0.00
	Services & Charges	63,877.00	15,969.25	4,674.61	0.00
	Contractual Services				
603-496-4410-000	Contracted Services-Storm	237,993.00	59,498.25	209.39	0.00
603-496-4452-000	SubscriptionsDues-Storm	500.00	125.00	339.75	0.00
	Contractual Services	238,493.00	59,623.25	549.14	0.00
	Capital Outlay				
603-496-5000-000	Capital Outlay	68,587.00	17,146.75	0.00	0.00
	Capital Outlay	68,587.00	17,146.75	0.00	0.00
603	Storm Water Operating	583,000.00	145,750.00	23,137.23	0.00

**CITY COUNCIL
AGENDA ITEM 1J**

STAFF ORIGINATOR: Hannah Lynch, Finance Director

MEETING DATE: May 23, 2022

TOPIC: 1st Quarter 2022 Financial Report

VOTE REQUIRED: 3/5

BACKGROUND

Staff has reconciled all bank and investment accounts through March 31, 2022. The Quarterly Financial Report contains unaudited information as follows:

- Investments Summary
- Cash Balance by Fund
- General Fund Budget to Actual
- Rookery Activity Center Fund Budget to Actual
- Water Fund Budget to Actual
- Sewer Fund Budget to Actual
- Storm Water Fund Budget to Actual

Each Budget to Actual analysis provides a summary of significant activity. Full general ledger detail can be found on pages 9-22.

RECOMMENDATION

Consider approval of the 1st Quarter 2022 Financial Report.

ATTACHMENTS

1st Quarter 2022 Financial Report



1st Quarter 2022 Financial Report

City of Lino Lakes
Investments Summary
For the Quarter Ended March 31, 2022

Portfolio Characteristics

Book Value	\$50,761,650
Market Value	\$49,438,642
Unrealized Gain (Loss)	-\$1,323,008
Years to Effective Maturity	1.88
Years to Final Maturity	6.34

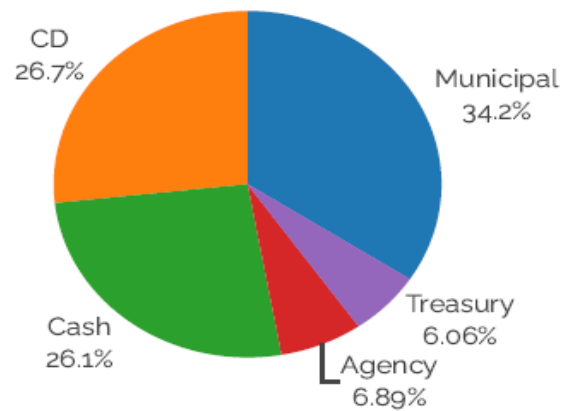
YTD Performance

Interest Earnings	\$173,085
Unrealized Gain (Loss)	-\$1,262,618 (1)

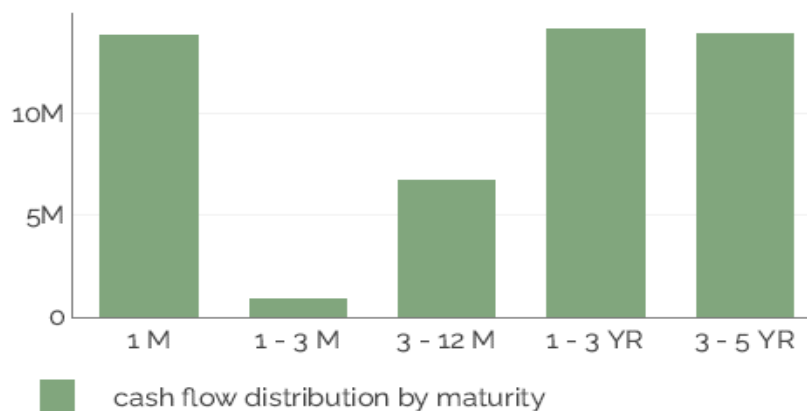
Notes

(1) An unrealized loss is a decrease in the value of an investment that an investor holds. A gain or loss becomes realized when the investment is actually sold. Our investments are not intended to be sold, but instead held to maturity. The unrealized loss is a function of rising interest rates.

Sector Distribution



Cash Flow Distribution



City of Lino Lakes
Cash Balance by Fund
For the Quarter Ended March 31, 2022

	Fund	Cash Balance
101	General Fund	\$ 5,998,031
201	Recreation Programming	23,850
202	Rookery Activity Center	(61,083)
203	Economic Development Authority	231,046
204	Cable TV and Communications	260,065
205	Blue Heron Days	11,782
206	Federal Forfeiture - Justice	32,412
207	State Narcotics Forfeiture	49,520
208	DUI Forfeitures	68,955
209	Forfeitures - Other	1,342
210	Federal Forfeiture - Treasury	36,772
211	K9 Unit	15,736
213	American Rescue Plan Funds	488,193
301	Closed Bond	672,423
315	Certificates Of Indebtedness	298,659
332	G.O. Tax Increment Bonds 2007A	155,104
333	G.O. Improvement Note 2009A	208,993
335	G.O. Bonds 2012A	54,760
336	G.O. Bonds 2013A	285,386
337	G.O. Bonds 2014A	348,087
338	G.O. Bonds 2015A	412,084
339	EDA Lease Revenue Bonds 2015B	88,424
340	G.O. Capital Note 2016A	1,557
341	G.O. Utility Revenue Bonds 2016A	265,315
342	G.O. Improvement Refunding Bonds 2016B	-
343	G.O. Tax Abatement Refunding Bonds 2016C	134,945
344	G.O. Bonds 2018A	1,319,823
345	G.O. Bonds 2020A	280,652
346	G.O. Bonds 2021A	(80)
401	Municipal Bldgs & Facilities	723,765
402	Capital Equip Revolving	606,701
403	Office Equip Revolving	37,122
405	Dedicated Parks	1,730,052
406	Area And Unit Trunk	8,748,986
411	T.I.F. District 1-5	51,352
417	T.I.F. District 1-10	1,467
418	T.I.F. District 1-11	(413,005)
419	T.I.F. District 1-12	183,904
420	Municipal State Aid	3,351,431
421	Pavement Management	979,372
422	Surface Water Management	1,758,665
423	Street Reconstruction	554,223
424	Surface Water Maintenance	121,201
425	Park & Trail Improvements	204,693
484	2040 Comp Plan Update	3,004
601	Water Operating	6,038,890
602	Sewer Operating	9,509,251
603	Storm Water Operating	11,367
801	Contractor's Deposits	3,416,932
810	Foxborough Environmental Trust Fund	128,847
811	Preserve Stewardship	7,672
		\$ 49,438,642

City of Lino Lakes
General Fund Budget to Actual (Unaudited)
For the Quarter Ended March 31, 2022

					Percent Received or Expended Based on Budget Thru 03/31/2022
	Annual Budget	Budget Thru 03/31/2022	Actuals Thru 03/31/2022	Variance - Favorable (Unfavorable)	
Revenues					
Property Taxes	\$ 8,789,119	\$ 2,197,280	\$ 81	\$ (2,197,199) *	0.0 %
Licenses and Permits	1,032,802	258,201	427,542	169,342 (1)	165.6
Intergovernmental Revenue	668,512	167,128	141,925	(25,203)	84.9
Charges For Services	292,172	73,043	91,703	18,660 (2)	125.5
Fines & Forfeits	101,100	25,275	13,381	(11,894)	52.9
Investment Income	30,000	7,500	(142,623)	(150,123) (3)	(1,901.6)
Miscellaneous Revenue**	211,057	52,764	70,908	18,144 (4)	134.4
Transfers In	40,000	10,000	40,000	30,000 (5)	400.0
Total Revenues	11,164,762	2,781,191	642,918	(2,148,273)	23.1
Expenditures					
Mayor & Council	93,373	23,343	15,031	8,312	64.4
Administration	653,362	163,341	128,282	35,058 (6)	78.5
Elections	34,550	8,638	-	8,638	-
Charter Administration	7,463	1,866	-	1,866	-
Finance	653,689	163,422	132,140	31,282	80.9
Legal Consultants	138,000	34,500	26,000	8,500	75.4
Economic Development	113,669	28,417	9,050	19,367 (7)	31.8
Planning & Zoning	168,116	42,029	28,108	13,921	66.9
Engineering	97,365	24,341	6,735	17,607 (8)	27.7
Community Development	196,508	49,127	39,141	9,986	79.7
Police	4,562,016	1,140,504	1,132,540	7,964	99.3
Fire	886,099	221,525	181,328	40,197	81.9
Building Inspections	464,251	116,063	80,485	35,577 (9)	69.3
Streets	1,033,976	258,494	203,694	54,800 (10)	78.8
Fleet Management	588,940	147,235	145,451	1,784	98.8
Government Buildings	544,520	136,130	169,410	(33,280) (11)	124.4
Parks	842,211	210,553	85,494	125,059 (12)	40.6
Recreation	42,438	10,610	5,628	4,982	53.0
Environmental	59,620	14,905	9,599	5,306	64.4
Solid Waste	77,809	19,452	12,954	6,498	66.6
Forestry	60,037	15,009	30,977	(15,967) (13)	206.4
Other	346,750	86,688	286,750	(200,063) (14)	330.8
Total Expenditures	11,664,762	2,916,191	2,728,798	187,393	93.6
Revenues Over (Under) Expenditures	\$ (500,000)	\$ (135,000)	\$ (2,085,880)	\$ (1,960,880)	

* Property taxes are received in July and December.

**General fund reserves budget of \$500,000 is represented on the Revenues Over (Under) Expenditures line.

Item Explanation of items with variance greater than \$15,000 and percentage less than 80% or greater than 120%

- (1) Favorable variance due to permit revenue collected for the Lyngblomsten Senior Housing Development partially offset by an unfavorable variance for liquor license fees. Liquor license fees are typically collected in full in July, but Council waived the on-sale liquor license fees for the 2022-2023 licensing period due to the remaining impacts on restaurant liquor license holders in the city from the COVID-19 Pandemic.

City of Lino Lakes
General Fund Budget to Actual (Unaudited)
For the Quarter Ended March 31, 2022

- (2) Variance primarily due to Police Other Revenues over budget; School Resource Officer and Eagle Brook Church reimbursements are the main revenues accounted for in Police Other Revenues. Following a decrease in reimbursable activity during the COVID-19 Pandemic this budget could potentially be increased.
- (3) Due to rising interest rates unrealized losses on investments are greater than interest earnings.
- (4) Circle Pines Gas Franchise Fee greater than anticipated for first quarter.
- (5) Budgeted transfers are recorded in full each January.
- (6) Variance primarily due to payroll timing difference (three weeks of March paid in April).
- (7) Variance due to Economic Development Intern vacancy and lodging tax remittance. March lodging tax was passed through in May (timing difference) while lodging revenues are typically higher in the summer/fall.
- (8) February and March retainer paid in second quarter (timing difference) while hourly engineering consultant services are under budget.
- (9) Variance due to payroll timing difference (three weeks of March paid in April) and Building Inspector vacancy.
- (10) Woodridge Estates Street Lights and Wiring project within capital outlay will be completed later in the year. Contracted services consist of mostly seasonal expenses (patching/street repairs, median and round-a-bout maintenance).
- (11) Unfavorable variance due to general liability, property, and excess liability insurance premiums (paid through the end of August 2022) partially offset by a favorable variance in professional services for building and HVAC repairs.
- (12) Variance due to payroll timing difference (three weeks of March paid in April), new Maintenance Worker position vacancy, and reallocation of Public Services Administrative Assistant; remaining budget is mostly seasonal and will be utilized throughout the summer and fall. Negative expense in capital outlay contributing to the variance is due to Tower Park Hard Court Facility retainage at 12/31/2021 which has not yet been paid.
- (13) Emerald ash borer grant reimbursable tree removal costs incurred before the grant has been received. Outside of the grant, more diseased trees removed than anticipated.
- (14) Budgeted transfers are recorded in full each January slightly offset by a favorable contingency variance. Contingency does not get any expenditures coded to it, instead that budget is allocated to other line items with budget amendments as needed.

City of Lino Lakes
Rookery Activity Center Fund Budget to Actual (Unaudited)
For the Quarter Ended March 31, 2022

	*	Budget	Actuals	Variance -	Percent
	Annual	Thru	Thru	Favorable	Received or
	Budget	03/31/2022	03/31/2022	(Unfavorable)	Expenditures
					Based on
					Budget Thru
					03/31/2022
Revenues					
Charges For Services	\$ -	\$ -	\$ 46,945	\$ 46,945 (1)	-
Miscellaneous Revenue	-	-	379	379	-
Total Revenues	<u>-</u>	<u>-</u>	<u>47,324</u>	<u>47,324</u>	<u>-</u>
Expenditures					
Personal Services	-	-	31,553	(31,553) (2)	-
Supplies	-	-	-	-	-
Services & Charges	-	-	22,347	(22,347) (3)	-
Contractual Services	-	-	39,794	(39,794) (4)	-
Total Expenditures	<u>-</u>	<u>-</u>	<u>93,694</u>	<u>(93,694)</u>	<u>-</u>
Revenues Over					
(Under) Expenditures	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (46,371)</u>	<u>\$ (46,371)</u>	

* There is currently not a formal budget for the Rookery Activity Center Fund. Staff has been referencing the Recreation and Aquatic Center Feasibility Study prepared by ISG and accepted by the Council on June 28, 2021. Staff plans to bring a proposed 2022 budget to the City Council in June.

Item Explanation of items with variance greater than \$15,000

- (1) Driven by Annual and Monthly Membership Fees; majority of Annual Membership Fees collected by Endurance Fitness prior to February 1, 2022 for membership in effect February 1, 2022 to January 31, 2023 in accordance with the Professional Management Services Agreement.
- (2) Staffing allocations for personnel costs incurred are as follows:

Public Services Director	50%
Public Services Administrative Assistant	15%
Activity Center Manager	100% - Hired 1/31/2022

 Positions not included in 3/31/2022 actuals include two Activity Center Coordinators, Aquatics Supervisor, Building Maintenance and Custodial Supervisor, and all part-time personnel.
- (3) Property and casualty insurance through August 2022; electric costs incurred from Xcel Energy; heating/natural gas costs incurred from Centennial Utilities.
- (4) Majority of contracted services costs (\$34K) represents fees due to Endurance Fitness in accordance with the Professional Management Services Agreement; remainder due to janitorial and mat services.

City of Lino Lakes
Water Fund Budget to Actual (Unaudited)
For the Quarter Ended March 31, 2022

	Annual Budget	Budget Thru 03/31/2022	Actuals Thru 03/31/2022	Prior Year Thru 03/31/2021	Variance - Favorable (Unfavorable)
Revenues					
Water Hook Up Charge	\$ 41,250	\$ 10,313	\$ 6,500	\$ 16,750	(10,250)
Water Meter Sales	78,260	19,565	14,524	30,282	(15,758)
Irrigation Controller Sales	5,000	1,250	1,350	1,235	115
Interest On Investments	50,000	12,500	(151,435)	(12,813)	(138,622) (1)
Miscellaneous Revenue	2,500	625	494	635	(141)
Flat Water Charge	287,680	71,920	71,151	-	71,151 (2)
Water Sales	1,268,772	317,193	163,343	157,093	6,250
Penalty	22,000	5,500	5,077	4,094	983
Total Revenues	1,755,462	438,866	111,004	197,276	(86,272)
Expenditures					
Personal Services	391,147	97,787	65,875	62,879	(2,996)
Supplies	285,000	71,250	49,249	23,917	(25,332) (3)
Services & Charges	306,007	76,502	48,941	43,702	(5,239)
Contractual Services	10,258	2,565	1,412	2,266	854
Depreciation	783,605	195,901	-	-	- *
Capital Outlay	1,765,015	441,254	36,832	8,088	(28,743) (4)
Transfers Out	407,680	101,920	-	-	-
Total Expenditures	3,948,712	987,178	202,309	140,852	(61,456)
Revenues Over (Under) Expenditures	\$ (2,193,250)	\$ (548,313)	\$ (91,305)	\$ 56,423	\$ (147,728)

*Depreciation is factored out of contractual services. Depreciation is a non-cash expense calculated at year end.

Item Explanation of items with variance greater than \$20,000

- (1) Due to rising interest rates unrealized losses on investments are greater than interest earnings.
- (2) Previously accounted for in the Area and Unit Fund, the Flat Water Charge was moved to the Water Fund in 2022 as a result of the rate study performed by Baker Tilly in 2021.
- (3) Irrigation controllers were purchased in February in the current year compared to April in the prior year.
- (4) Variance from prior year due to timing of capital purchases. Utilities vehicle (50% charged to Sewer) was purchased in February. In addition, small amount incurred for the Water Tower No. 2 Rehabilitation project.

City of Lino Lakes
Sewer Fund Budget to Actual (Unaudited)
For the Quarter Ended March 31, 2022

	Annual Budget	Budget Thru 03/31/2022	Actuals Thru 03/31/2022	Prior Year Thru 03/31/2021	Variance - Favorable (Unfavorable)
Revenues					
Sewer Hook Up Charge	\$ 33,000	\$ 8,250	\$ 5,400	\$ 13,400	(8,000)
Interest On Investments	80,000	20,000	(232,865)	(20,887)	(211,977) (1)
Sewer Sales	1,762,586	440,647	463,170	445,970	17,200
Penalty	26,000	6,500	3,560	5,312	(1,751)
Total Revenues	1,901,586	475,397	239,266	443,794	(204,528)
Expenditures					
Personal Services	400,372	100,093	70,802	67,199	(3,603)
Supplies	60,000	15,000	16,633	584	(16,049)
Services & Charges	301,997	75,499	46,226	31,623	(14,604)
Contractual Services	1,094,501	273,625	363,025	330,935	(32,091) (2)
Depreciation	574,323	143,581	-	-	- *
Capital Outlay	115,015	28,754	33,169	-	(33,169) (3)
Total Expenditures	2,546,208	636,552	529,856	430,341	(99,516)
Revenues Over (Under) Expenditures	\$ (644,622)	\$ (161,156)	\$ (290,590)	\$ 13,454	\$ (304,044)

*Depreciation is factored out of contractual services. Depreciation is a non-cash expense calculated at year end.

Item Explanation of items with variance greater than \$20,000

- (1) Due to rising interest rates unrealized losses on investments are greater than interest earnings.
- (2) Met Council Environmental Services Sewer Charges increased 10% in 2022. The increase was budgeted.
- (3) Variance from prior year due to timing of capital purchases. Utilities vehicle (50% charged to Water) was purchased in February.

City of Lino Lakes
Storm Water Fund Budget to Actual (Unaudited)
For the Quarter Ended March 31, 2022

	Annual Budget	Budget Thru 03/31/2022	Actuals Thru 03/31/2022	Prior Year Thru 03/31/2021	Variance - Favorable (Unfavorable)
Revenues					
Interest On Investments	\$ -	\$ -	\$ (172)	\$ -	(172)
Storm Water Utility	583,000	145,750	62,954	-	62,954 (1)
Total Revenues	583,000	145,750	62,782	-	62,782
Expenditures					
Personal Services	188,043	47,011	17,913	-	(17,913)
Supplies	24,000	6,000	-	-	-
Services & Charges	63,877	15,969	4,675	-	(4,675)
Contractual Services	238,493	59,623	549	-	(549)
Capital Outlay	68,587	17,147	-	-	-
Total Expenditures	583,000	145,750	23,137	-	(23,137)
Revenues Over (Under) Expenditures	\$ -	\$ -	\$ 39,644	\$ -	\$ 39,644

Item Explanation of items with variance greater than \$20,000

- (1) In 2022 the City Council approved the establishment of a Storm Water Utility to fund the operation and management of the City's Storm Water Infrastructure. The fee for single family residential is \$12 per quarter. The fee for multi-family residential, commercial, institution, and industrial properties is \$175 per acre of impervious per quarter. Residents currently not connected to city water and sewer received an annual storm water utility bill due in May 2022.

General Ledger

Budget to Actual

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 Period 01 - 03
 Fiscal Year 2022



Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101	General Fund				
	Taxes				
101-000-3010-000	Current Taxes	-8,748,619.00	-2,187,154.75	0.00	-2,187,154.75
101-000-3020-000	Delinquent Taxes	-40,000.00	-10,000.00	0.00	-10,000.00
101-000-3060-000	Tax Forfeits	0.00	0.00	-80.74	80.74
101-000-3150-000	Penalties & Interest	-500.00	-125.00	0.00	-125.00
	Taxes	-8,789,119.00	-2,197,279.75	-80.74	-2,197,199.01
	Licenses & Permits				
101-000-3201-000	Liquor License - Bar	-32,000.00	-8,000.00	0.00	-8,000.00
101-000-3202-000	Liquor License - Beer	-1,000.00	-250.00	0.00	-250.00
101-000-3203-000	Off Sale Liquor License	-2,000.00	-500.00	0.00	-500.00
101-000-3204-000	Sunday Liquor License	-1,900.00	-475.00	0.00	-475.00
101-000-3205-000	Club Liquor License	-300.00	-75.00	0.00	-75.00
101-000-3208-000	Investigation Fee	-1,000.00	-250.00	-407.75	157.75
101-000-3209-000	Garbage Removal License	-1,700.00	-425.00	0.00	-425.00
101-000-3210-000	Temporary Consumption Permi	-300.00	-75.00	0.00	-75.00
101-000-3211-000	Cigarette License	-600.00	-150.00	0.00	-150.00
101-000-3213-000	Contractor's License	-16,291.00	-4,072.75	-2,845.00	-1,227.75
101-000-3215-000	Rental Housing License	-5,934.00	-1,483.50	-2,267.25	783.75
101-000-3219-000	Dance	-35.00	-8.75	0.00	-8.75
101-000-3220-000	Fireworks License	-200.00	-50.00	0.00	-50.00
101-000-3222-000	Massage License	-1,100.00	-275.00	-102.28	-172.72
101-000-3223-000	Peddler's License	-2,500.00	-625.00	0.00	-625.00
101-000-3225-000	Lodging Tax	-76,315.00	-19,078.75	-12,614.00	-6,464.75
101-000-3250-000	Building Permits	-515,731.00	-128,932.75	-229,970.15	101,037.40
101-000-3251-000	Plan Inspection Fee	-202,771.00	-50,692.75	-143,540.31	92,847.56
101-000-3252-000	Erosion Control Permit	-29,600.00	-7,400.00	-4,160.00	-3,240.00
101-000-3253-000	Plumbing Permit	-31,710.00	-7,927.50	-10,243.80	2,316.30
101-000-3254-000	Heating & Air Conditioning	-66,093.00	-16,523.25	-12,710.80	-3,812.45
101-000-3255-000	Septic Plumbing Permit	-5,577.00	-1,394.25	-390.00	-1,004.25
101-000-3256-000	Septic System Permit	-6,867.00	-1,716.75	-250.00	-1,466.75
101-000-3259-000	Fence Permit	-4,478.00	-1,119.50	-690.00	-429.50
101-000-3260-000	Dog License	-1,250.00	-312.50	-165.00	-147.50
101-000-3262-000	Sign Permit	-926.00	-231.50	-1,045.00	813.50
101-000-3264-000	Underground Utility Permit	-18,624.00	-4,656.00	-5,821.70	1,165.70
101-000-3266-000	Miscellaneous Permits	-6,000.00	-1,500.00	-319.00	-1,181.00
	Licenses & Permits	-1,032,802.00	-258,200.50	-427,542.04	169,341.54
	Intergovernmental Revenues				
101-000-3314-000	TZD Safe Roads Grant	-25,000.00	-6,250.00	-3,888.11	-2,361.89
101-000-3341-000	Market Value Credit	-4,000.00	-1,000.00	0.00	-1,000.00
101-000-3345-000	Municipal State Aid (MSA)	-250,000.00	-62,500.00	-138,037.00	75,537.00
101-000-3346-000	Police State Aid	-260,000.00	-65,000.00	0.00	-65,000.00
101-000-3348-000	Other State Revenue	-10,000.00	-2,500.00	0.00	-2,500.00
101-000-3349-000	Fire State Aid	-21,703.00	-5,425.75	0.00	-5,425.75
101-000-3351-000	Other Fire Aid	-20,000.00	-5,000.00	0.00	-5,000.00
101-000-3360-000	Solid Waste (Anoka County)	-77,809.00	-19,452.25	0.00	-19,452.25
	Intergovernmental Revenues	-668,512.00	-167,128.00	-141,925.11	-25,202.89
	Charges for Service				
101-000-3265-000	Land Use Administration Fee	-10,023.00	-2,505.75	-6,520.00	4,014.25
101-000-3404-000	Sales Of Supplies (MapsEtc)	-100.00	-25.00	-6.66	-18.34
101-000-3405-000	Assessment Searches	-9,000.00	-2,250.00	-2,880.00	630.00
101-000-3414-000	SACSurchage Fee	-8,000.00	-2,000.00	-3,010.04	1,010.04
101-000-3417-000	Aerial Map Fee	-12,000.00	-3,000.00	0.00	-3,000.00
101-000-3420-000	Police Reports	-800.00	-200.00	-235.00	35.00

Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101-000-3422-000	Police Other Revenues	-165,000.00	-41,250.00	-57,047.98	15,797.98
101-000-3433-000	Public Works Fees	-7,500.00	-1,875.00	-4,134.01	2,259.01
101-000-3470-000	Other Park Revenues	-750.00	-187.50	0.00	-187.50
101-000-3492-000	EngineeringPlanning Fees	-28,999.00	-7,249.75	-5,369.75	-1,880.00
101-000-3494-000	Investment Management Fees	-50,000.00	-12,500.00	-12,500.01	0.01
	Charges for Service	-292,172.00	-73,043.00	-91,703.45	18,660.45
	Fines & Forfeits				
101-000-3510-000	Fines & Forfeits	-100,000.00	-25,000.00	-13,380.91	-11,619.09
101-000-3512-000	Driving Diversion Prog (DDP)	-1,100.00	-275.00	0.00	-275.00
	Fines & Forfeits	-101,100.00	-25,275.00	-13,380.91	-11,894.09
	Investment Income				
101-000-3620-000	Interest On Investments	-30,000.00	-7,500.00	142,622.62	-150,122.62
	Investment Income	-30,000.00	-7,500.00	142,622.62	-150,122.62
	Miscellaneous Revenues				
101-000-3350-000	Circle Pines Gas Franchise	-55,000.00	-13,750.00	-32,814.04	19,064.04
101-000-3640-000	Building Rents	0.00	0.00	-200.00	200.00
101-000-3720-000	ContributionsDonations	-500.00	-125.00	0.00	-125.00
101-000-3730-000	Refunds & Reimbursements	-35,000.00	-8,750.00	-1,172.22	-7,577.78
101-000-3740-000	Lease Revenue	-118,557.00	-29,639.25	-36,722.07	7,082.82
101-000-3810-000	Miscellaneous Revenue	-2,000.00	-500.00	0.00	-500.00
101-000-3900-000	General Fund Reserves	-500,000.00	-125,000.00	0.00	-125,000.00
	Miscellaneous Revenues	-711,057.00	-177,764.25	-70,908.33	-106,855.92
	Other Financing Sources				
101-000-3920-000	Operating Transfers	-40,000.00	-10,000.00	-40,000.00	30,000.00
	Other Financing Sources	-40,000.00	-10,000.00	-40,000.00	30,000.00
101	General Fund	-11,664,762.00	-2,916,190.50	-642,917.96	-2,273,272.54

General Ledger

Budget to Actual

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Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101	General Fund				
401	MayorCouncil				
101-401-4101-000	Salaries - MayorCouncil	46,858.00	11,714.50	11,614.50	100.00
101-401-4121-000	PERA	2,343.00	585.75	580.74	5.01
101-401-4122-000	FICA	679.00	169.75	168.45	1.30
101-401-4151-000	Worker's Compensation	203.00	50.75	50.00	0.75
101-401-4200-000	Office Supplies-MayorCouncil	0.00	0.00	20.00	-20.00
101-401-4300-000	Professional Services	4,000.00	1,000.00	0.00	1,000.00
101-401-4330-000	TravelTuition-MayorCouncil	1,500.00	375.00	399.00	-24.00
101-401-4340-000	Advertising	200.00	50.00	0.00	50.00
101-401-4343-000	Newsletter - MayorCouncil	13,000.00	3,250.00	2,000.00	1,250.00
101-401-4452-000	SubscriptionsDues	19,090.00	4,772.50	0.00	4,772.50
101-401-4900-000	Marketing & Education	5,500.00	1,375.00	198.24	1,176.76
401	MayorCouncil	93,373.00	23,343.25	15,030.93	8,312.32
402	Administration				
101-402-4101-000	Salaries - Administration	480,789.00	120,197.25	91,796.04	28,401.21
101-402-4106-000	Temporaries - Admin	16,500.00	4,125.00	0.00	4,125.00
101-402-4108-000	Wellness Program-Admin	720.00	180.00	0.00	180.00
101-402-4121-000	PERA	37,297.00	9,324.25	8,224.86	1,099.39
101-402-4122-000	FICA	38,043.00	9,510.75	7,134.38	2,376.37
101-402-4123-000	Def Comp Employer Contribution	1,970.00	492.50	1,724.52	-1,232.02
101-402-4131-000	Health Insurance	22,249.00	5,562.25	6,132.91	-570.66
101-402-4133-000	Life Insurance	1,277.00	319.25	376.29	-57.04
101-402-4134-000	Dental Insurance	2,696.00	674.00	359.52	314.48
101-402-4151-000	Workers Compensation	3,161.00	790.25	1,701.00	-910.75
101-402-4300-000	Professional Services-Admin	15,000.00	3,750.00	1,670.32	2,079.68
101-402-4310-000	Other Consultant-Admin	9,000.00	2,250.00	0.00	2,250.00
101-402-4321-000	Telephone	360.00	90.00	270.00	-180.00
101-402-4330-000	TravelTuition-Admin	8,500.00	2,125.00	5,444.59	-3,319.59
101-402-4340-000	Advertising-Admin	2,500.00	625.00	485.00	140.00
101-402-4410-000	Contracted Services-Admin	10,300.00	2,575.00	2,405.62	169.38
101-402-4452-000	SubscriptionsDues-Admin	3,000.00	750.00	557.00	193.00
402	Administration	653,362.00	163,340.50	128,282.05	35,058.45
403	Elections				
101-403-4101-000	Salaries - Elections	26,000.00	6,500.00	0.00	6,500.00
101-403-4122-000	FICA	100.00	25.00	0.00	25.00
101-403-4151-000	Workers Compensation	150.00	37.50	0.00	37.50
101-403-4200-000	Office Supplies-Elections	1,000.00	250.00	0.00	250.00
101-403-4340-000	Advertising-Elections	800.00	200.00	0.00	200.00
101-403-4410-000	Contracted Services-Elections	6,500.00	1,625.00	0.00	1,625.00
403	Elections	34,550.00	8,637.50	0.00	8,637.50
405	Charter				
101-405-4300-000	Professional Services-Charter	1,000.00	250.00	0.00	250.00
101-405-4300-999	Professional Services-Charter	6,463.00	1,615.75	0.00	1,615.75
405	Charter	7,463.00	1,865.75	0.00	1,865.75
407	Finance				
101-407-4101-000	Salaries - Finance	254,127.00	63,531.75	48,518.60	15,013.15
101-407-4102-000	Overtime - Finance	0.00	0.00	464.40	-464.40
101-407-4108-000	Wellness Program-Finance	720.00	180.00	0.00	180.00
101-407-4121-000	PERA	19,060.00	4,765.00	4,385.19	379.81
101-407-4122-000	FICA	19,441.00	4,860.25	3,535.67	1,324.58
101-407-4131-000	Health Insurance	34,078.00	8,519.50	10,717.01	-2,197.51
101-407-4133-000	Life Insurance	695.00	173.75	213.17	-39.42
101-407-4134-000	Dental Insurance	1,672.00	418.00	404.44	13.56

Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101-407-4151-000	Workers Compensation	1,616.00	404.00	1,027.00	-623.00
101-407-4200-000	Office Supplies-Finance	1,000.00	250.00	254.70	-4.70
101-407-4300-000	Professional Services-Finance	0.00	0.00	0.00	0.00
101-407-4308-000	Auditor	15,000.00	3,750.00	1,936.48	1,813.52
101-407-4310-000	Other Consultant-Finance	201,220.00	50,305.00	59,995.29	-9,690.29
101-407-4330-000	TravelTuition-Finance	6,000.00	1,500.00	0.00	1,500.00
101-407-4340-000	Advertising-Finance	1,100.00	275.00	0.00	275.00
101-407-4342-000	Truth In Taxation	2,060.00	515.00	0.00	515.00
101-407-4345-000	Payment Processing	2,000.00	500.00	176.20	323.80
101-407-4410-000	Contracted Services-Finance	92,500.00	23,125.00	0.00	23,125.00
101-407-4452-000	SubscriptionsDues-Finance	1,400.00	350.00	512.00	-162.00
407	Finance	653,689.00	163,422.25	132,140.15	31,282.10
414	Legal Consultants				
101-414-4301-000	Consultants Municipal Atto	30,000.00	7,500.00	0.00	7,500.00
101-414-4303-000	Consultants Criminal Attor	108,000.00	27,000.00	26,000.00	1,000.00
414	Legal Consultants	138,000.00	34,500.00	26,000.00	8,500.00
415	Economic Development				
101-415-4106-000	Temporaries - Econ Dev	22,620.00	5,655.00	0.00	5,655.00
101-415-4121-000	PERA	0.00	0.00	50.40	-50.40
101-415-4122-000	FICA	1,730.00	432.50	0.00	432.50
101-415-4151-000	Workers Compensation	144.00	36.00	85.00	-49.00
101-415-4300-000	Professional Services-Econ Dev	15,350.00	3,837.50	0.00	3,837.50
101-415-4330-000	TravelTuition-Econ Dev	300.00	75.00	315.00	-240.00
101-415-4340-000	Advertising-Econ Dev	300.00	75.00	0.00	75.00
101-415-4452-000	SubscriptionsDues-Econ Dev	725.00	181.25	545.00	-363.75
101-415-4900-000	Marketing	72,500.00	18,125.00	8,055.00	10,070.00
415	Economic Development	113,669.00	28,417.25	9,050.40	19,366.85
416	Planning & Zoning				
101-416-4101-000	Salaries - P&Z	95,025.00	23,756.25	18,276.00	5,480.25
101-416-4121-000	PERA	7,127.00	1,781.75	1,632.24	149.51
101-416-4122-000	FICA	7,269.00	1,817.25	1,332.30	484.95
101-416-4131-000	Health Insurance	7,849.00	1,962.25	2,532.87	-570.62
101-416-4133-000	Life Insurance	253.00	63.25	84.20	-20.95
101-416-4134-000	Dental Insurance	539.00	134.75	179.76	-45.01
101-416-4151-000	Workers Compensation	604.00	151.00	383.00	-232.00
101-416-4200-000	Office Supplies-P&Z	200.00	50.00	0.00	50.00
101-416-4300-000	Professional Services-P&Z	7,950.00	1,987.50	0.00	1,987.50
101-416-4330-000	TravelTuition-P&Z	1,450.00	362.50	94.00	268.50
101-416-4331-000	Stipend P&Z Board	6,600.00	1,650.00	0.00	1,650.00
101-416-4340-000	Advertising-P&Z	250.00	62.50	0.00	62.50
101-416-4410-000	Contracted Services-P&Z	32,300.00	8,075.00	2,900.00	5,175.00
101-416-4452-000	SubscriptionsDues-P&Z	700.00	175.00	694.00	-519.00
416	Planning & Zoning	168,116.00	42,029.00	28,108.37	13,920.63
417	Engineering				
101-417-4300-000	Professional Services-Engineer	44,500.00	11,125.00	2,121.00	9,004.00
101-417-4410-000	Contracted Services-Engineer	52,865.00	13,216.25	4,613.75	8,602.50
417	Engineering	97,365.00	24,341.25	6,734.75	17,606.50
418	Comm Dev				
101-418-4101-000	Salaries - Comm Dev	151,496.00	37,874.00	28,934.13	8,939.87
101-418-4108-000	Wellness Program-Comm Dev	720.00	180.00	0.00	180.00
101-418-4121-000	PERA	11,362.00	2,840.50	2,698.87	141.63
101-418-4122-000	FICA	11,589.00	2,897.25	2,190.33	706.92
101-418-4123-000	Def Comp Employer Contribution	46.00	11.50	0.00	11.50
101-418-4131-000	Health Insurance	10,369.00	2,592.25	3,432.91	-840.66
101-418-4133-000	Life Insurance	409.00	102.25	113.16	-10.91
101-418-4134-000	Dental Insurance	917.00	229.25	179.76	49.49
101-418-4151-000	Workers Compensation	875.00	218.75	695.00	-476.25
101-418-4200-000	Office Supplies-Comm Dev	100.00	25.00	44.97	-19.97
101-418-4300-000	Professional Services-Comm Dev	7,000.00	1,750.00	125.00	1,625.00
101-418-4330-000	TravelTuition-Comm Dev	900.00	225.00	25.00	200.00
101-418-4452-000	SubscriptionsDues-Comm Dev	725.00	181.25	702.00	-520.75
418	Comm Dev	196,508.00	49,127.00	39,141.13	9,985.87
420	Police				
101-420-4101-000	Salaries - Police	3,058,939.00	764,734.75	631,722.56	133,012.19
101-420-4102-000	Overtime - Police	90,000.00	22,500.00	25,311.89	-2,811.89
101-420-4106-000	Temporaries - Police	0.00	0.00	6,361.25	-6,361.25

Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101-420-4108-000	Wellness Program-Police	2,027.00	506.75	0.00	506.75
101-420-4121-000	PERA	529,572.00	132,393.00	126,556.99	5,836.01
101-420-4122-000	FICA	62,552.00	15,638.00	12,994.59	2,643.41
101-420-4123-000	Def Comp Employer Contribution	3,226.00	806.50	4,132.84	-3,326.34
101-420-4131-000	Health Insurance	342,502.00	85,625.50	92,915.59	-7,290.09
101-420-4133-000	Life Insurance	8,112.00	2,028.00	2,255.67	-227.67
101-420-4134-000	Dental Insurance	17,554.00	4,388.50	4,413.24	-24.74
101-420-4151-000	Workers Compensation	170,369.00	42,592.25	112,527.00	-69,934.75
101-420-4200-000	Office Supplies-Police	8,100.00	2,025.00	1,047.96	977.04
101-420-4211-000	Maintenance Supplies-Police	15,450.00	3,862.50	5,066.19	-1,203.69
101-420-4213-000	Youth Program	3,100.00	775.00	211.95	563.05
101-420-4214-000	Crime Prevention	7,400.00	1,850.00	417.72	1,432.28
101-420-4240-000	Small ToolsEquip-Police	15,000.00	3,750.00	545.05	3,204.95
101-420-4300-000	Professional Services-Police	8,740.00	2,185.00	3,738.37	-1,553.37
101-420-4321-000	Telephone-Police	23,360.00	5,840.00	2,005.77	3,834.23
101-420-4322-000	Postage-Police	1,000.00	250.00	426.33	-176.33
101-420-4330-000	TravelTuition-Police	45,250.00	11,312.50	17,866.91	-6,554.41
101-420-4360-000	Insurance	52,818.00	13,204.50	33,313.00	-20,108.50
101-420-4370-000	Uniforms-Police	37,770.00	9,442.50	10,640.35	-1,197.85
101-420-4381-000	Electricity-Police	420.00	105.00	69.19	35.81
101-420-4386-000	Police Reserves	2,000.00	500.00	283.20	216.80
101-420-4410-000	Contracted Services-Police	55,305.00	13,826.25	36,670.06	-22,843.81
101-420-4452-000	SubscriptionsDues-Police	1,450.00	362.50	1,046.00	-683.50
420	Police	4,562,016.00	1,140,504.00	1,132,539.67	7,964.33
421	Fire				
101-421-4101-000	Salaries - Fire	461,121.00	115,280.25	66,968.38	48,311.87
101-421-4102-000	Overtime - Fire	3,000.00	750.00	0.00	750.00
101-421-4102-421	Overtime - Fire Stipend	0.00	0.00	53.75	-53.75
101-421-4108-000	Wellness Program-Fire	133.00	33.25	0.00	33.25
101-421-4109-000	Fire Stipend	16,057.00	4,014.25	0.00	4,014.25
101-421-4109-421	Fire Stipend	0.00	0.00	2,426.78	-2,426.78
101-421-4121-000	PERA	56,343.00	14,085.75	8,173.26	5,912.49
101-421-4121-421	PERA	0.00	0.00	541.92	-541.92
101-421-4122-000	FICA	20,593.00	5,148.25	2,892.89	2,255.36
101-421-4122-421	FICA	0.00	0.00	32.68	-32.68
101-421-4131-000	Health Insurance	34,309.00	8,577.25	7,222.80	1,354.45
101-421-4133-000	Life Insurance	701.00	175.25	180.36	-5.11
101-421-4134-000	Dental Insurance	1,231.00	307.75	260.64	47.11
101-421-4151-000	Workers Compensation	70,646.00	17,661.50	28,811.00	-11,149.50
101-421-4200-000	Office Supplies-Fire	1,000.00	250.00	298.26	-48.26
101-421-4211-000	Maintenance Supplies-Fire	7,675.00	1,918.75	70.64	1,848.11
101-421-4213-000	Youth Program	1,700.00	425.00	0.00	425.00
101-421-4214-000	Fire Prevention	3,000.00	750.00	0.00	750.00
101-421-4240-000	Small ToolsEquip-Fire	12,500.00	3,125.00	974.09	2,150.91
101-421-4300-000	Professional Services-Fire	5,500.00	1,375.00	2,190.00	-815.00
101-421-4321-000	Telephone-Fire	3,850.00	962.50	249.75	712.75
101-421-4322-000	Postage-Fire	500.00	125.00	0.00	125.00
101-421-4330-000	TravelTuition-Fire	38,050.00	9,512.50	18,396.35	-8,883.85
101-421-4340-000	Advertising-Fire	500.00	125.00	0.00	125.00
101-421-4370-000	Uniforms-Fire	97,700.00	24,425.00	15,820.23	8,604.77
101-421-4410-000	Contracted Services-Fire	40,000.00	10,000.00	25,109.06	-15,109.06
101-421-4452-000	SubscriptionsDues-Fire	1,390.00	347.50	655.00	-307.50
101-421-5000-000	Capital Outlay Fire	8,600.00	2,150.00	0.00	2,150.00
421	Fire	886,099.00	221,524.75	181,327.84	40,196.91
422	Building Inspections				
101-422-4101-000	Salaries - Building	320,509.00	80,127.25	52,034.41	28,092.84
101-422-4102-000	Overtime - Building	500.00	125.00	201.20	-76.20
101-422-4108-000	Wellness Program-Bldg Insp	720.00	180.00	0.00	180.00
101-422-4121-000	PERA	24,076.00	6,019.00	4,688.17	1,330.83
101-422-4122-000	FICA	24,557.00	6,139.25	3,733.15	2,406.10
101-422-4131-000	Health Insurance	40,708.00	10,177.00	12,027.78	-1,850.78
101-422-4133-000	Life Insurance	861.00	215.25	228.26	-13.01
101-422-4134-000	Dental Insurance	2,157.00	539.25	359.52	179.73
101-422-4151-000	Workers Compensation	1,798.00	449.50	1,107.00	-657.50
101-422-4200-000	Office Supplies-Building	2,000.00	500.00	257.29	242.71
101-422-4240-000	Small ToolsEquip-Bldg	150.00	37.50	0.00	37.50

Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101-422-4300-000	Professional Services-Bldg	5,000.00	1,250.00	4,590.00	-3,340.00
101-422-4321-000	Telephone-Building Inspections	2,200.00	550.00	183.83	366.17
101-422-4330-000	TravelTuition-Bldg	3,300.00	825.00	861.06	-36.06
101-422-4370-000	Uniforms-Building	1,140.00	285.00	213.70	71.30
101-422-4410-000	Contracted Services-Bldg	34,250.00	8,562.50	0.00	8,562.50
101-422-4452-000	SubscriptionsDues-Bldg Insp	325.00	81.25	0.00	81.25
422	Building Inspections	464,251.00	116,062.75	80,485.37	35,577.38
430	Streets				
101-430-4101-000	Salaries - Streets	420,534.00	105,133.50	80,770.48	24,363.02
101-430-4102-000	Overtime - Streets	14,000.00	3,500.00	6,786.57	-3,286.57
101-430-4105-000	On CallPager	5,000.00	1,250.00	4,674.95	-3,424.95
101-430-4106-000	Temporaries - Streets	30,000.00	7,500.00	1,867.50	5,632.50
101-430-4121-000	PERA	32,965.00	8,241.25	8,277.65	-36.40
101-430-4122-000	FICA	35,919.00	8,979.75	6,797.03	2,182.72
101-430-4123-000	Def Comp Employer Contribution	577.00	144.25	101.49	42.76
101-430-4131-000	Health Insurance	38,235.00	9,558.75	12,871.15	-3,312.40
101-430-4133-000	Life Insurance	1,154.00	288.50	376.00	-87.50
101-430-4134-000	Dental Insurance	3,182.00	795.50	755.00	40.50
101-430-4151-000	Workers Compensation	35,860.00	8,965.00	24,171.00	-15,206.00
101-430-4211-000	Maintenance Supplies-Streets	12,000.00	3,000.00	281.45	2,718.55
101-430-4223-000	Street Signs	12,000.00	3,000.00	921.50	2,078.50
101-430-4224-000	Patching Materials	50,000.00	12,500.00	1,489.43	11,010.57
101-430-4228-000	SaltSand	55,000.00	13,750.00	30,197.27	-16,447.27
101-430-4229-000	GravelMisc	7,000.00	1,750.00	1,592.66	157.34
101-430-4240-000	Small ToolsEquip-Streets	4,000.00	1,000.00	524.54	475.46
101-430-4300-000	Professional Services-Streets	12,450.00	3,112.50	6,300.00	-3,187.50
101-430-4321-000	Telephone-Streets	1,000.00	250.00	99.89	150.11
101-430-4330-000	TravelTuition-Streets	2,000.00	500.00	0.00	500.00
101-430-4370-000	Uniforms-Streets	2,600.00	650.00	366.82	283.18
101-430-4385-000	Street Lights-Streets	82,000.00	20,500.00	14,376.52	6,123.48
101-430-4410-000	Contracted Services-Streets	47,000.00	11,750.00	95.00	11,655.00
101-430-4415-000	Rental Equipment	1,000.00	250.00	0.00	250.00
101-430-4452-000	SubscriptionsDues-Streets	3,500.00	875.00	0.00	875.00
101-430-5000-000	Capital Outlay Streets	125,000.00	31,250.00	0.00	31,250.00
430	Streets	1,033,976.00	258,494.00	203,693.90	54,800.10
431	Fleet				
101-431-4101-000	Salaries - Fleet	163,887.00	40,971.75	30,910.08	10,061.67
101-431-4102-000	Overtime - Fleet	2,000.00	500.00	1,365.35	-865.35
101-431-4121-000	PERA	12,442.00	3,110.50	2,871.74	238.76
101-431-4122-000	FICA	12,690.00	3,172.50	2,145.45	1,027.05
101-431-4123-000	Def Comp Employer Contribution	570.00	142.50	101.49	41.01
101-431-4131-000	Health Insurance	25,323.00	6,330.75	8,829.19	-2,498.44
101-431-4133-000	Life Insurance	455.00	113.75	144.93	-31.18
101-431-4134-000	Dental Insurance	1,186.00	296.50	395.52	-99.02
101-431-4151-000	Workers Compensation	5,422.00	1,355.50	3,443.00	-2,087.50
101-431-4211-000	Maintenance Supplies-Fleet	9,300.00	2,325.00	1,436.86	888.14
101-431-4212-000	Vehicle Fuel	110,000.00	27,500.00	36,719.81	-9,219.81
101-431-4221-000	Shop Parts	65,000.00	16,250.00	7,719.73	8,530.27
101-431-4240-000	Small ToolsEquip-Fleet	7,000.00	1,750.00	2,668.30	-918.30
101-431-4300-000	Professional Services-Fleet	44,300.00	11,075.00	5,121.55	5,953.45
101-431-4321-000	Telephone-Fleet	0.00	0.00	6.75	-6.75
101-431-4330-000	TravelTuition-Fleet	500.00	125.00	0.00	125.00
101-431-4363-000	Auto Insurance	40,795.00	10,198.75	28,388.00	-18,189.25
101-431-4370-000	Uniforms-Fleet	570.00	142.50	0.00	142.50
101-431-4410-000	Contracted Services-Fleet	53,500.00	13,375.00	13,183.46	191.54
101-431-4452-000	SubscriptionsDues-Fleet	6,000.00	1,500.00	0.00	1,500.00
101-431-5000-000	Capital Outlay Fleet	28,000.00	7,000.00	0.00	7,000.00
431	Fleet	588,940.00	147,235.00	145,451.21	1,783.79
432	Government Buildings				
101-432-4101-000	Salaries - Gov't Bldgs	2,080.00	520.00	240.00	280.00
101-432-4106-000	Temporaries - Gov't Bldgs	8,400.00	2,100.00	0.00	2,100.00
101-432-4121-000	PERA	156.00	39.00	24.00	15.00
101-432-4122-000	FICA	802.00	200.50	17.74	182.76
101-432-4151-000	Workers Compensation	803.00	200.75	79.00	121.75
101-432-4200-000	Office Supplies-Govt Buildings	10,000.00	2,500.00	2,406.92	93.08
101-432-4211-000	Maintenance Supplies-Govt Bldg	35,000.00	8,750.00	1,073.54	7,676.46

Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101-432-4211-500	Maintenance Supplies-PW Bldg	0.00	0.00	2,896.23	-2,896.23
101-432-4211-502	Maintenance Supplies-Fire #2	0.00	0.00	200.72	-200.72
101-432-4211-503	Maintenance Supplies-Civ Comp	0.00	0.00	2,682.86	-2,682.86
101-432-4240-000	Small ToolsEquip-Govt Bldg	2,400.00	600.00	0.00	600.00
101-432-4300-000	Professional Services-Govt Bld	59,000.00	14,750.00	550.10	14,199.90
101-432-4300-500	Professional Services-PW Bldg	0.00	0.00	545.00	-545.00
101-432-4300-501	Professional Services-Fire #1	0.00	0.00	150.00	-150.00
101-432-4300-502	Professional Services-Fire #2	0.00	0.00	1,196.00	-1,196.00
101-432-4300-503	Professional Services-Civ Comp	0.00	0.00	2,323.66	-2,323.66
101-432-4321-000	Telephone-Govt Buildings	6,864.00	1,716.00	598.38	1,117.62
101-432-4321-502	Telephone-Fire Station #2	0.00	0.00	1,102.47	-1,102.47
101-432-4321-503	Telephone-Civic Complex	0.00	0.00	177.31	-177.31
101-432-4322-000	Postage-Gov't Buildings	5,000.00	1,250.00	798.07	451.93
101-432-4330-000	TravelTuition-Govt Bldg	0.00	0.00	150.00	-150.00
101-432-4361-000	Building Insurance	138,315.00	34,578.75	89,237.00	-54,658.25
101-432-4381-000	Electricity-Gov't Bldgs	96,500.00	24,125.00	0.00	24,125.00
101-432-4381-500	Electricity-Public Works Bldg	0.00	0.00	2,406.15	-2,406.15
101-432-4381-501	Electricity-Fire Station #1	0.00	0.00	1,134.54	-1,134.54
101-432-4381-502	Electricity-Fire Station #2	0.00	0.00	2,634.02	-2,634.02
101-432-4381-503	Electricity-Civic Complex	0.00	0.00	11,378.92	-11,378.92
101-432-4382-000	Utilities-Gov't Bldgs	21,000.00	5,250.00	3,535.20	1,714.80
101-432-4383-000	Heat-Gov't Buildings	48,000.00	12,000.00	0.00	12,000.00
101-432-4383-500	Heat-Public Works Bldg	0.00	0.00	4,743.64	-4,743.64
101-432-4383-501	Heat-Fire Station #1	0.00	0.00	1,997.42	-1,997.42
101-432-4383-502	Heat-Fire Station #2	0.00	0.00	2,556.28	-2,556.28
101-432-4383-503	Heat-Civic Complex	0.00	0.00	8,638.79	-8,638.79
101-432-4384-000	Sanitation-Gov't Bldgs	12,000.00	3,000.00	0.00	3,000.00
101-432-4384-500	Sanitation-Public Works Bldg	0.00	0.00	496.94	-496.94
101-432-4384-501	Sanitation-Fire Station #1	0.00	0.00	69.02	-69.02
101-432-4384-502	Sanitation-Fire Station #2	0.00	0.00	198.80	-198.80
101-432-4384-503	Sanitation-Civic Complex	0.00	0.00	686.24	-686.24
101-432-4410-000	Contracted Services-Govt Bldg	98,000.00	24,500.00	0.00	24,500.00
101-432-4410-500	Contracted Services-PW Bldg	0.00	0.00	4,014.95	-4,014.95
101-432-4410-501	Contracted Services-Fire #1	0.00	0.00	2,253.93	-2,253.93
101-432-4410-502	Contracted Services-Fire #2	0.00	0.00	2,353.44	-2,353.44
101-432-4410-503	Contracted Services-Civic Comp	0.00	0.00	13,837.47	-13,837.47
101-432-4452-000	SubscriptionsDues-Gov't Bldgs	200.00	50.00	25.00	25.00
432	Government Buildings	544,520.00	136,130.00	169,409.75	-33,279.75
450	Parks				
101-450-4101-000	Salaries - Parks	419,795.00	104,948.75	60,961.17	43,987.58
101-450-4102-000	Overtime - Parks	2,000.00	500.00	304.85	195.15
101-450-4106-000	Temporaries - Parks	42,000.00	10,500.00	0.00	10,500.00
101-450-4121-000	PERA	31,635.00	7,908.75	5,602.81	2,305.94
101-450-4122-000	FICA	35,480.00	8,870.00	4,594.60	4,275.40
101-450-4123-000	Def Comp Employer Contribution	1,719.00	429.75	1,413.10	-983.35
101-450-4131-000	Health Insurance	45,866.00	11,466.50	7,686.34	3,780.16
101-450-4133-000	Life Insurance	1,154.00	288.50	280.24	8.26
101-450-4134-000	Dental Insurance	3,182.00	795.50	588.76	206.74
101-450-4151-000	Workers Compensation	19,730.00	4,932.50	10,605.00	-5,672.50
101-450-4211-000	Maintenance Supplies-Parks	73,000.00	18,250.00	1,311.29	16,938.71
101-450-4240-000	Small ToolsEquip-Parks	3,000.00	750.00	1,411.47	-661.47
101-450-4300-000	Professional Services-Parks	7,150.00	1,787.50	1,050.00	737.50
101-450-4321-000	Telephone-Parks	2,000.00	500.00	65.13	434.87
101-450-4330-000	TravelTuition-Parks	2,000.00	500.00	400.00	100.00
101-450-4331-000	Stipend Park Board	2,750.00	687.50	0.00	687.50
101-450-4370-000	Uniforms-Parks	1,500.00	375.00	70.90	304.10
101-450-4381-000	Electricity-Parks	3,500.00	875.00	743.61	131.39
101-450-4382-000	Utilities-Parks	25,000.00	6,250.00	71.19	6,178.81
101-450-4383-000	Heat-Parks	5,000.00	1,250.00	1,647.11	-397.11
101-450-4384-000	Sanitation-Parks	1,800.00	450.00	0.00	450.00
101-450-4410-000	Contracted Services-Parks	112,250.00	28,062.50	397.88	27,664.62
101-450-4415-000	Rental Equipment	500.00	125.00	0.00	125.00
101-450-4452-000	SubscriptionsDues-Parks	200.00	50.00	105.89	-55.89
101-450-5000-000	Capital Outlay Parks	0.00	0.00	-13,817.12	13,817.12
450	Parks	842,211.00	210,552.75	85,494.22	125,058.53
451	Recreation				

Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101-451-4101-000	Salaries - Recreation	22,713.00	5,678.25	4,010.21	1,668.04
101-451-4106-000	Temporaries - Recreation	15,855.00	3,963.75	0.00	3,963.75
101-451-4121-000	PERA	0.00	0.00	300.74	-300.74
101-451-4122-000	FICA	2,950.00	737.50	304.80	432.70
101-451-4123-000	Def Comp Employer Contribution	0.00	0.00	202.99	-202.99
101-451-4131-000	Health Insurance	0.00	0.00	745.52	-745.52
101-451-4133-000	Life Insurance	0.00	0.00	15.60	-15.60
101-451-4134-000	Dental Insurance	0.00	0.00	40.44	-40.44
101-451-4151-000	Workers Compensation	920.00	230.00	0.00	230.00
101-451-4321-000	Telephone-Recreation	0.00	0.00	7.50	-7.50
451	Recreation	42,438.00	10,609.50	5,627.80	4,981.70
461	Environmental				
101-461-4101-000	Salaries - Environmental	24,237.00	6,059.25	4,644.01	1,415.24
101-461-4102-000	Overtime - Environmental	500.00	125.00	0.00	125.00
101-461-4106-000	Temporaries - Environmental	15,600.00	3,900.00	896.00	3,004.00
101-461-4121-000	PERA	1,855.00	463.75	433.59	30.16
101-461-4122-000	FICA	3,086.00	771.50	416.86	354.64
101-461-4131-000	Health Insurance	2,355.00	588.75	759.88	-171.13
101-461-4133-000	Life Insurance	76.00	19.00	22.04	-3.04
101-461-4134-000	Dental Insurance	162.00	40.50	53.88	-13.38
101-461-4151-000	Workers Compensation	219.00	54.75	157.00	-102.25
101-461-4211-000	Maintenance Supplies-Env	700.00	175.00	0.00	175.00
101-461-4240-000	Small ToolsEquip-Env	300.00	75.00	0.00	75.00
101-461-4300-000	Professional Services-Env	1,000.00	250.00	0.00	250.00
101-461-4321-000	Telephone-Environmental	730.00	182.50	29.00	153.50
101-461-4330-000	TravelTuition-Env	1,100.00	275.00	1,242.50	-967.50
101-461-4331-000	Stipend Environmental Board	6,600.00	1,650.00	0.00	1,650.00
101-461-4410-000	Contracted Services-Env	1,000.00	250.00	919.00	-669.00
101-461-4452-000	SubscriptionsDues-Env	100.00	25.00	25.56	-0.56
461	Environmental	59,620.00	14,905.00	9,599.32	5,305.68
462	Solid Waste				
101-462-4101-000	Salaries - Solid Waste	16,158.00	4,039.50	3,096.00	943.50
101-462-4102-000	Overtime - Solid Waste	1,600.00	400.00	0.00	400.00
101-462-4106-000	Temporaries - Solid Waste	22,620.00	5,655.00	3,332.00	2,323.00
101-462-4121-000	PERA	1,332.00	333.00	589.11	-256.11
101-462-4122-000	FICA	3,089.00	772.25	487.16	285.09
101-462-4131-000	Health Insurance	1,570.00	392.50	506.61	-114.11
101-462-4133-000	Life Insurance	55.00	13.75	14.70	-0.95
101-462-4134-000	Dental Insurance	108.00	27.00	35.96	-8.96
101-462-4151-000	Workers Compensation	257.00	64.25	173.00	-108.75
101-462-4200-000	Office Supplies-Solid Waste	1,100.00	275.00	17.99	257.01
101-462-4330-000	TravelTuition-Solid Waste	220.00	55.00	0.00	55.00
101-462-4340-000	Advertising-Solid Waste	7,000.00	1,750.00	2,327.34	-577.34
101-462-4410-000	Contracted Services-So. Waste	22,700.00	5,675.00	2,374.37	3,300.63
462	Solid Waste	77,809.00	19,452.25	12,954.24	6,498.01
463	Forestry				
101-463-4101-000	Salaries - Forestry	20,197.00	5,049.25	3,869.99	1,179.26
101-463-4121-000	PERA	1,515.00	378.75	375.31	3.44
101-463-4122-000	FICA	1,545.00	386.25	290.38	95.87
101-463-4131-000	Health Insurance	1,962.00	490.50	633.21	-142.71
101-463-4133-000	Life Insurance	65.00	16.25	18.36	-2.11
101-463-4134-000	Dental Insurance	135.00	33.75	44.96	-11.21
101-463-4151-000	Workers Compensation	988.00	247.00	941.00	-694.00
101-463-4211-000	Maintenance Supplies-Forestry	3,000.00	750.00	262.70	487.30
101-463-4240-000	Small ToolsEquip-Forestry	250.00	62.50	307.23	-244.73
101-463-4370-000	Uniforms-Forestry	380.00	95.00	0.00	95.00
101-463-4410-000	Contracted Services-Forestry	30,000.00	7,500.00	24,233.50	-16,733.50
463	Forestry	60,037.00	15,009.25	30,976.64	-15,967.39
499	Other				
101-499-4905-000	Contingency	60,000.00	15,000.00	0.00	15,000.00
101-499-4910-000	Operating Transfers	286,750.00	71,687.50	286,750.00	-215,062.50
499	Other	346,750.00	86,687.50	286,750.00	-200,062.50
101	General Fund	11,664,762.00	2,916,190.50	2,728,797.74	187,392.76

General Ledger Budget to Actual

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Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
202	The Rookery Activity Center				
	Charges for Service				
202-000-3470-000	Annual Membership Fees	0.00	0.00	-22,328.55	22,328.55
202-000-3471-000	Monthly Membership Fees	0.00	0.00	-20,561.58	20,561.58
202-000-3472-000	Daily Use Fees	0.00	0.00	-419.38	419.38
202-000-3474-000	EF Personal & Specialty Train	0.00	0.00	-3,635.00	3,635.00
	Charges for Service	0.00	0.00	-46,944.51	46,944.51
	Miscellaneous Revenues				
202-000-3730-000	Refunds & Reimbursements	0.00	0.00	0.00	0.00
202-000-3731-000	Silver Sneakers	0.00	0.00	-379.00	379.00
	Miscellaneous Revenues	0.00	0.00	-379.00	379.00
202	The Rookery Activity Center	0.00	0.00	-47,323.51	47,323.51

General Ledger

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Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
202	The Rookery Activity Center				
	Personal Services				
202-451-4101-000	Salaries - RAC	0.00	0.00	24,868.79	-24,868.79
202-451-4121-000	PERA	0.00	0.00	1,865.18	-1,865.18
202-451-4122-000	FICA	0.00	0.00	1,946.76	-1,946.76
202-451-4123-000	Def Comp Employee Contribution	0.00	0.00	1,014.93	-1,014.93
202-451-4131-000	Health Insurance	0.00	0.00	1,629.63	-1,629.63
202-451-4133-000	Life Insurance	0.00	0.00	111.17	-111.17
202-451-4134-000	Dental Insurance	0.00	0.00	116.84	-116.84
	Personal Services	0.00	0.00	31,553.30	-31,553.30
	Supplies				
202-451-4211-000	Maintenance Supplies-RAC	0.00	0.00	0.00	0.00
202-451-4240-000	Small ToolsEquip-RAC	0.00	0.00	0.00	0.00
	Supplies	0.00	0.00	0.00	0.00
	Services & Charges				
202-451-4300-000	Professional Services-RAC	0.00	0.00	0.00	0.00
202-451-4310-000	Other Consultant	0.00	0.00	0.00	0.00
202-451-4321-000	Telephone- RAC	0.00	0.00	277.70	-277.70
202-451-4340-000	Advertising-RAC	0.00	0.00	0.00	0.00
202-451-4345-000	Payment Processing	0.00	0.00	10.00	-10.00
202-451-4361-000	Building Insurance-RAC	0.00	0.00	5,510.00	-5,510.00
202-451-4381-000	Electricity-RAC	0.00	0.00	7,142.02	-7,142.02
202-451-4382-000	Utilities-RAC	0.00	0.00	831.94	-831.94
202-451-4383-000	Heat-RAC	0.00	0.00	7,517.92	-7,517.92
202-451-4384-000	Sanitation-RAC	0.00	0.00	1,057.69	-1,057.69
	Services & Charges	0.00	0.00	22,347.27	-22,347.27
	Contractual Services				
202-451-4410-000	Contracted Services-RAC	0.00	0.00	39,793.88	-39,793.88
	Contractual Services	0.00	0.00	39,793.88	-39,793.88
202	The Rookery Activity Center	0.00	0.00	93,694.45	-93,694.45

General Ledger

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Account Number	Description	Budget	YTD Budget	End Bal	One Year Prior Actual
601	Water Operating				
601-000-3248-000	Water Hook Up Charge	-41,250.00	-10,312.50	-6,500.00	-16,750.00
601-000-3406-000	Water Meter Sales	-78,260.00	-19,565.00	-14,523.80	-30,281.65
601-000-3407-000	Irrigation Controller Sales	-5,000.00	-1,250.00	-1,350.00	-1,235.00
601-000-3620-000	Interest On Investments	-50,000.00	-12,500.00	151,435.11	12,813.17
601-000-3714-000	Miscellaneous Revenue	-2,500.00	-625.00	-494.00	-635.00
601-000-3850-000	Flat Water Charge	-287,680.00	-71,920.00	-71,150.62	0.00
601-000-3855-000	Water Sales	-1,268,772.00	-317,193.00	-163,343.14	-157,093.02
601-000-3858-000	Penalty	-22,000.00	-5,500.00	-5,077.39	-4,094.09
601	Water Operating	-1,755,462.00	-438,865.50	-111,003.84	-197,275.59
602	Sewer Operating				
602-000-3249-000	Sewer Hook Up Charge	-33,000.00	-8,250.00	-5,400.00	-13,400.00
602-000-3620-000	Interest On Investments	-80,000.00	-20,000.00	232,864.54	20,887.40
602-000-3856-000	Sewer Sales	-1,762,586.00	-440,646.50	-463,170.16	-445,969.69
602-000-3858-000	Penalty	-26,000.00	-6,500.00	-3,560.44	-5,311.91
602	Sewer Operating	-1,901,586.00	-475,396.50	-239,266.06	-443,794.20
603	Storm Water Operating				
603-000-3620-000	Interest On Investments	0.00	0.00	171.85	0.00
603-000-3859-000	Storm Water Utility	-583,000.00	-145,750.00	-62,953.52	0.00
603	Storm Water Operating	-583,000.00	-145,750.00	-62,781.67	0.00

General Ledger

Budget to Actual

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Account Number	Description	Budget	YTD Budget	End Bal	One Year Prior Actual
601	Water Operating				
	Personal Services				
601-494-4101-000	Salaries - Water	276,285.00	69,071.25	43,423.92	43,455.46
601-494-4102-000	Overtime - Water	7,000.00	1,750.00	2,147.24	1,418.81
601-494-4105-000	On CallPager	5,000.00	1,250.00	-344.35	-201.22
601-494-4106-000	Temporaries - Water	9,900.00	2,475.00	802.50	894.37
601-494-4121-000	PERA	21,621.00	5,405.25	4,000.06	4,035.13
601-494-4122-000	FICA	22,811.00	5,702.75	3,395.40	3,296.08
601-494-4123-000	Def Comp Employer Contribution	428.00	107.00	101.49	0.00
601-494-4131-000	Health Insurance	37,844.00	9,461.00	7,706.67	5,909.04
601-494-4133-000	Life Insurance	871.00	217.75	193.50	206.77
601-494-4134-000	Dental Insurance	2,076.00	519.00	530.33	428.07
601-494-4151-000	Workers Compensation	7,311.00	1,827.75	3,918.00	3,436.00
	Personal Services	391,147.00	97,786.75	65,874.76	62,878.51
	Supplies				
601-494-4200-000	Office Supplies-Water	2,500.00	625.00	177.08	0.00
601-494-4211-000	Maintenance Supplies-Water	45,000.00	11,250.00	6,700.64	1,499.26
601-494-4212-000	Vehicle Fuel	10,000.00	2,500.00	0.00	0.00
601-494-4215-000	Water Meters	80,000.00	20,000.00	10,605.80	11,163.65
601-494-4216-000	Irrigation Controllers	20,000.00	5,000.00	19,798.90	0.00
601-494-4222-000	Chemicals	125,000.00	31,250.00	11,751.94	10,980.96
601-494-4240-000	Small ToolsEquip-Water	2,500.00	625.00	214.70	273.29
	Supplies	285,000.00	71,250.00	49,249.06	23,917.16
	Services & Charges				
601-494-4300-000	Professional Services-Water	100,300.00	25,075.00	10,873.83	13,532.89
601-494-4304-000	Municipal Engineer	25,000.00	6,250.00	1,559.09	3,971.00
601-494-4310-000	Other Consultant-Water	24,375.00	6,093.75	7,309.81	4,058.67
601-494-4321-000	Telephone-Water	5,000.00	1,250.00	573.67	882.47
601-494-4322-000	Postage-Water	5,500.00	1,375.00	596.60	1,379.64
601-494-4330-000	TravelTuition-Water	3,000.00	750.00	0.00	614.99
601-494-4340-000	Advertising-Water	10,000.00	2,500.00	188.07	0.00
601-494-4345-000	Payment Processing	9,262.00	2,315.50	1,293.02	0.00
601-494-4360-000	Insurance	11,850.00	2,962.50	7,646.00	6,289.00
601-494-4363-000	Auto Insurance	960.00	240.00	629.00	627.00
601-494-4370-000	Uniforms-Water	760.00	190.00	334.95	320.75
601-494-4381-000	Electricity-Water	90,000.00	22,500.00	15,703.67	11,404.43
601-494-4382-000	Utilities-Water	15,000.00	3,750.00	1,265.73	0.00
601-494-4383-000	Heat-Water	5,000.00	1,250.00	967.76	621.43
	Services & Charges	306,007.00	76,501.75	48,941.20	43,702.27
	Contractual Services				
601-494-4410-000	Contracted Services-Water	9,258.00	2,314.50	773.99	1,765.90
601-494-4452-000	SubscriptionsDues-Water	1,000.00	250.00	637.87	500.00
601-494-4510-000	Purchased Assets Dep	783,605.00	195,901.25	0.00	0.00
	Contractual Services	793,863.00	198,465.75	1,411.86	2,265.90
	Capital Outlay				
601-494-5000-000	Capital Outlay	1,765,015.00	441,253.75	36,831.65	8,088.41
	Capital Outlay	1,765,015.00	441,253.75	36,831.65	8,088.41
	Operating Transfers				
601-494-4910-000	Operating Transfers	407,680.00	101,920.00	0.00	0.00
	Operating Transfers	407,680.00	101,920.00	0.00	0.00
601	Water Operating	3,948,712.00	987,178.00	202,308.53	140,852.25

Account Number	Description	Budget	YTD Budget	End Bal	One Year Prior Actual
602	Sewer Operating				
	Personal Services				
602-495-4101-000	Salaries - Sewer	276,285.00	69,071.25	43,424.05	43,454.92
602-495-4102-000	Overtime - Sewer	7,000.00	1,750.00	2,147.25	1,418.68
602-495-4105-000	On CallPager	5,000.00	1,250.00	-344.35	-201.22
602-495-4106-000	Temporaries - Sewer	9,900.00	2,475.00	802.50	894.37
602-495-4121-000	PERA	21,621.00	5,405.25	3,999.86	4,035.15
602-495-4122-000	FICA	22,811.00	5,702.75	3,395.58	3,296.20
602-495-4123-000	Def Comp Employer Contribution	428.00	107.00	101.49	0.00
602-495-4131-000	Health Insurance	37,844.00	9,461.00	7,706.57	5,909.22
602-495-4133-000	Life Insurance	871.00	217.75	193.20	206.94
602-495-4134-000	Dental Insurance	2,076.00	519.00	530.33	428.07
602-495-4151-000	Workers Compensation	16,536.00	4,134.00	8,846.00	7,757.00
	Personal Services	400,372.00	100,093.00	70,802.48	67,199.33
	Supplies				
602-495-4200-000	Office Supplies-Sewer	2,500.00	625.00	177.08	0.00
602-495-4211-000	Maintenance Supplies-Sewer	45,000.00	11,250.00	15,755.38	152.49
602-495-4212-000	Vehicle Fuel	10,000.00	2,500.00	0.00	0.00
602-495-4240-000	Small ToolsEquip-Sewer	2,500.00	625.00	700.41	431.23
	Supplies	60,000.00	15,000.00	16,632.87	583.72
	Services & Charges				
602-495-4300-000	Professional Services-Sewer	165,300.00	41,325.00	6,993.04	5,621.91
602-495-4304-000	Municipal Engineer	25,000.00	6,250.00	1,122.08	1,604.00
602-495-4304-146	Municipal Engineer	0.00	0.00	7,505.75	0.00
602-495-4310-000	Other Consultant-Sewer	24,375.00	6,093.75	7,309.81	4,058.67
602-495-4321-000	Telephone-Sewer	1,500.00	375.00	89.07	259.52
602-495-4322-000	Postage-Sewer	5,000.00	1,250.00	596.60	1,379.63
602-495-4330-000	TravelTuition-Sewer	3,000.00	750.00	0.00	0.00
602-495-4340-000	Advertising-Sewer	500.00	125.00	0.00	0.00
602-495-4340-146	Advertising	0.00	0.00	478.93	0.00
602-495-4345-000	Payment Processing	9,262.00	2,315.50	1,293.03	0.00
602-495-4360-000	Insurance	17,540.00	4,385.00	11,314.00	11,971.00
602-495-4363-000	Auto Insurance	960.00	240.00	629.00	627.00
602-495-4370-000	Uniforms-Sewer	760.00	190.00	334.95	320.72
602-495-4381-000	Electricity-Sewer	32,000.00	8,000.00	6,206.26	5,529.51
602-495-4382-000	Utilities-Sewer	15,000.00	3,750.00	2,067.48	0.00
602-495-4383-000	Heat-Sewer	1,800.00	450.00	286.42	250.55
	Services & Charges	301,997.00	75,499.25	46,226.42	31,622.51
	Contractual Services				
602-495-4405-000	MCES Sewer Charges	1,087,743.00	271,935.75	362,579.64	329,496.08
602-495-4410-000	Contracted Services-Sewer	5,758.00	1,439.50	307.96	1,415.90
602-495-4452-000	SubscriptionsDues-Sewer	1,000.00	250.00	137.88	23.00
602-495-4510-000	Purchased Assets Dep	574,323.00	143,580.75	0.00	0.00
	Contractual Services	1,668,824.00	417,206.00	363,025.48	330,934.98
	Capital Outlay				
602-495-5000-000	Capital Outlay	115,015.00	28,753.75	33,168.90	0.00
	Capital Outlay	115,015.00	28,753.75	33,168.90	0.00
602	Sewer Operating	2,546,208.00	636,552.00	529,856.15	430,340.54
603	Storm Water Operating				
	Personal Services				
603-496-4101-000	Salaries - Storm	136,793.00	34,198.25	13,732.78	0.00
603-496-4102-000	Overtime - Storm	0.00	0.00	1,046.42	0.00
603-496-4121-000	PERA	10,259.00	2,564.75	1,108.55	0.00
603-496-4122-000	FICA	10,465.00	2,616.25	1,109.80	0.00
603-496-4123-000	Def Comp Employer Contribution	285.00	71.25	101.49	0.00
603-496-4131-000	Health Insurance	20,516.00	5,129.00	700.71	0.00
603-496-4133-000	Life Insurance	417.00	104.25	59.77	0.00
603-496-4134-000	Dental Insurance	944.00	236.00	53.96	0.00
603-496-4151-000	Workers Compensation	8,364.00	2,091.00	0.00	0.00
	Personal Services	188,043.00	47,010.75	17,913.48	0.00
	Supplies				
603-496-4211-000	Maintenance Supplies-Storm	17,000.00	4,250.00	0.00	0.00
603-496-4212-000	Vehicle Fuel	4,000.00	1,000.00	0.00	0.00

Account Number	Description	Budget	YTD Budget	End Bal	One Year Prior Actual
603-496-4240-000	Small ToolsEquip-Storm	3,000.00	750.00	0.00	0.00
	Supplies	24,000.00	6,000.00	0.00	0.00
	Services & Charges				
603-496-4300-000	Professional Services-Storm	7,000.00	1,750.00	0.00	0.00
603-496-4304-000	Municipal Engineer	35,000.00	8,750.00	1,122.08	0.00
603-496-4310-000	Other Consultant-Storm	8,550.00	2,137.50	2,137.83	0.00
603-496-4321-000	Telephone-Storm	350.00	87.50	3.75	0.00
603-496-4322-000	Postage-Storm	955.00	238.75	596.58	0.00
603-496-4330-000	TravelTuition-Storm	2,500.00	625.00	0.00	0.00
603-496-4345-000	Payment Processing	9,262.00	2,315.50	652.80	0.00
603-496-4363-000	Auto Insurance	260.00	65.00	0.00	0.00
603-496-4382-000	Utilities-Storm Water	0.00	0.00	161.57	0.00
	Services & Charges	63,877.00	15,969.25	4,674.61	0.00
	Contractual Services				
603-496-4410-000	Contracted Services-Storm	237,993.00	59,498.25	209.39	0.00
603-496-4452-000	SubscriptionsDues-Storm	500.00	125.00	339.75	0.00
	Contractual Services	238,493.00	59,623.25	549.14	0.00
	Capital Outlay				
603-496-5000-000	Capital Outlay	68,587.00	17,146.75	0.00	0.00
	Capital Outlay	68,587.00	17,146.75	0.00	0.00
603	Storm Water Operating	583,000.00	145,750.00	23,137.23	0.00

**CITY COUNCIL
AGENDA ITEM 1K**

STAFF ORIGINATOR: Meg Sawyer, HR and Communications Manager

MEETING DATE: May 23, 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.

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 continues 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:

Jessica	Violette	Guest Services Rep.
Nicholas	Sevelius	Lifeguard
Kathryn	Woelfel	Lifeguard
Lucas	Chong	Lifeguard
Hailie	Finke	Lifeguard
Palmer	LeMay	Lifeguard
Emma	Walsh	Lifeguard
Megan	Stacy	Lifeguard
Maureen	Murphy	Guest Services Rep.
Julie	Lyons	Guest Services Rep.
Hannah	Thompson	Lifeguard
Erika	Richtsmeier	Swim Instructor
Anna	Rudberg	Swim Instructor
Casey	Trapp	Guest Services Rep.
Dimaggio	Marsolek	Child Watch Attend
Lucille	Atkinson	Child Watch Attend
Marjais	McBride	Custodial Worker

Start dates vary based on position and training schedule.

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

**CITY COUNCIL
AGENDA ITEM 3A**

STAFF ORIGINATOR: Lisa Hogstad-Osterhues, Deputy City Clerk

MEETING DATE: May 23, 2022

TOPIC: Consider Approval of Resolution No. 22-53, Issuance of an On-Sale and Sunday Sales Liquor License for Muddy Cow Lino Lakes, LLC d/b/a MC's Tap House

VOTE REQUIRED: 3/5

BACKGROUND

Patrick Conroy and Andrew Schmitz owners of Muddy Cow Lino Lakes, LLC d/b/a MC's Tap House, located at 617 Apollo Drive, Suite 110 have applied for an On-Sale and Sunday Sales liquor license for the restaurant.

The liquor license requires additional approval by the Minnesota Department of Public Safety Alcohol and Gambling Division. Paperwork will be forwarded to the state if local approval is granted.

Under city policy, applicants applying for liquor licenses are required to undergo a background investigation. The Lino Lakes Public Safety Department has performed the background investigation and has reported no information that would make the applicants ineligible for the license.

Muddy Cow Lino Lakes, LLC d/b/a MC's Tap House is required to submit verification of liquor liability and workers' compensation insurance as well as pay appropriate fees. No license will be released until all requirements are met.

The city code requires that when the city council considers the issuance of a liquor license, opportunity shall be given to any person to be heard for or against the granting of the license.

RECOMMENDATION

Adopt Resolution 22-53, Approving Issuance of an On-Sale and Sunday Sales Liquor License for Muddy Cow Lino Lakes, LLC d/b/a MC's Tap House July 1, 2022 – June 30, 2023.

ATTACHMENTS

Resolution 22-53

**CITY OF LINO LAKES
RESOLUTION NO. 22-53**

**APPROVING AN ON-SALE LIQUOR AND SUNDAY SALES LICENSE FOR
MUDDY COW LINO LAKES, LLC D/B/A MC'S TAP HOUSE**

WHEREAS, the liquor licensing period for MC's Tap House will begin when all approvals by city and state have been met and will run concurrent with all city liquor licenses July 1, 2022 through June 30, 2023; and

WHEREAS, the City Council is required to approve on-sale liquor licenses prior to State issuance of a license; and

WHEREAS, City staff has reviewed the application that has been submitted and verified that local licensing regulations are met; and

WHEREAS, the Lino Lakes Public Safety Department has conducted the required background investigation for the license and found no reason to deny.

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

The City of Lino Lakes hereby approves the liquor license for MC'S Tap House with approval contingent upon applicant meeting all city and state requirements for said license.

Adopted by the Council of the City of Lino Lakes this 23rd day of May, 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 Raffery, Mayor

ATTEST:

Julianne Bartell, City Clerk

**CITY COUNCIL
AGENDA ITEM 4A**

STAFF ORIGINATOR: John Swenson, Public Safety Director

MEETING DATE: May 23, 2022

TOPIC: Consider 2nd Reading of Ordinance No. 01-22, Enacting Ordinance Regulating Possession of Catalytic Converters.

VOTE REQUIRED: 3/5

INTRODUCTION

The City Council is being asked to consider the 2nd Reading of Ordinance No. 01-22, Enacting Ordinance 512 Regulating Possession of Catalytic Converters.

BACKGROUND

Title 500 of the Lino Lakes City Code has been amended by adding a new Chapter 512, which establishes a regulation related to possession of catalytic converts that are not attached to a motor vehicle.

Throughout the Twin City Metropolitan area communities have experienced an increase in the number of catalytic converters. This ordinance would provide law enforcement an important tool in our efforts to curb the number of catalytic converters stolen within our community.

Staff has conducted research on potential ordinances that would protect the property of residents as well as balance the legitimate business practices of repair shops and salvage yards.

City Attorney Jay Squires has reviewed the ordinance language and proposed one modification that was incorporated into the proposed ordinance before you for consideration.

Staff is recommending that Council add Ordinance 512 Regulating Possession of Catalytic Converters in the City of Lino Lakes.

RECOMMENDATION

Staff recommends consideration of the 2nd Reading of Ordinance No. 512 Regulating Possession of Catalytic Converters in the City of Lino Lakes.

ATTACHMENTS

Ordinance No. 01-22

1 st Reading:	Publication:
2 nd Reading:	Effective:

**CITY OF LINO LAKES
ORDINANCE NO. 01-22**

**AN ORDINANCE AMENDING THE CITY CODE BY ADDING A NEW
CHAPTER 512 ENTITLED POSSESSION OF CATALYTIC CONVERTERS**

The City Council of Lino Lakes ordains as follows:

Section 1. That the Lino Lakes Code of Ordinances be amended by adding thereto a new Chapter 512 to read as follows:

CHAPTER 512. POSSESSION OF CATALYTIC CONVERTERS

512.01. Possession. No person shall be in possession of a catalytic converter that is not attached to a motor vehicle unless the individual can provide verification of legal receipt of the catalytic converter or proof of compliance with the requirements in Minnesota Statutes, Section 325E.21, Subd. 1b as amended from time to time.

Adopted by the Lino Lakes City Council this ____ day of _____ 2022.

The motion for the adoption of the foregoing ordinance 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 4B**

STAFF ORIGINATOR: John Swenson, Public Safety Director

MEETING DATE: May 23, 2022

TOPIC: Minnesota Financial Crimes Task Force Joint Powers Agreement

VOTE REQUIRED: 3/5

INTRODUCTION

The Lino Lakes Public Safety Department (LLPSD) is requesting council approval to enter into JPA for the investigation of financial crimes.

BACKGROUND

Minnesota Bureau of Criminal Apprehension (BCA) oversees the Minnesota Financial Crimes Task Force (MNFCTF) and the appropriated funds for the investigation of financial crimes in Minnesota. The LLPSD has been a member of MNFCTF since November 12, 2018 when Council approved the current Joint Powers Agreement (JPA), which is set to expire on June 30, 2022. Staff from the LLPSD has conducted investigations into financial crimes that have been complex and involved multiple jurisdictions and involved personnel from the MN Financial Crimes Task Force (MNFCTF). Staff continues to participate in investigative meetings, training and have been provided assistance from MNFCTF with investigative matters. Staff have found our partnership with the MNCFCTF to be beneficial with investigations into financial and identity theft crimes that have occurred in our community.

If approved to continue to participate in the JPA, the City of Lino Lakes would be authorized to be reimbursed for overtime expenses stemming from the investigation into financial crimes. The City would also have the ability to be reimbursed for expenses related financial crimes training.

Participation in this JPA would not result in any staffing changes in the Public Safety Department.

RECOMMENDATION

Staff recommends approval of the Minnesota Financial Crimes Task Force JPA.

ATTACHMENTS

Minnesota Financial Crimes Task Force JPA



State of Minnesota Joint Powers Agreement Minnesota Financial Crimes Task Force

SWIFT Contract No.: 211089

This Joint Powers Agreement ("Agreement") is between the State of Minnesota, acting through its Commissioner of Public Safety on behalf of the Bureau of Criminal Apprehension ("BCA"), and the City of Lino Lakes acting on behalf of its Police Department, 640 Town Center Parkway, Lino Lakes, MN 55014 ("Governmental Unit"). The BCA and the Governmental Unit may be referred to jointly as "Parties."

Recitals

Under Minnesota Statutes § 471.59, subdivision 10, the BCA and Governmental Unit are empowered to engage in agreements that are necessary to exercise their powers. The parties wish to work together to investigate and prosecute identity theft and related financial crimes; and the Governmental Unit wishes to participate as a member of the Minnesota Financial Crimes Task Force ("MNFCTF").

Agreement

1. Term of Agreement

- 1.1 Effective Date.** This Agreement is effective on the date State obtains all required signatures pursuant to Minnesota Statutes § 16C.05, subdivision 2.
- 1.2 Expiration Date.** This Agreement expires March 30, 2027 unless terminated earlier pursuant to clause 12.

2. Purpose

The Governmental Unit and BCA enter into this Agreement which will allow the Governmental Unit to become a member of the MNFCTF. The MNFCTF has a three-pronged approach consisting of **prevention, education and enforcement** to combat financial crimes.

3. Standards

The Governmental Unit will adhere to the MNFCTF standards identified below:

- 3.1** Provide and assign only licensed peace officers for services pursuant to this Agreement.
- 3.2** Investigate major financial crimes by organized groups or individuals related to identity theft, e.g. bank fraud, wire fraud, access device fraud, commercial fraud, retail fraud and other similar economically-related forms of fraud (as defined in Minnesota Statutes § 609.52).
- 3.3** Prepare an investigative plan for each case assigned which will include: the identification of witnesses and witness statements; and obtaining and analyzing appropriate bank and business records.
- 3.4** Prepare a case synopsis that will include witness lists and relevant evidence for presentation to state and/or federal prosecutors for prosecution.

- 3.5** Comply with state and/or federal laws in obtaining arrest warrants, search warrants and civil and criminal forfeitures including compliance with proper legal procedures in securing evidence and, when applicable, recovery of computers.
- 3.6** Understand and use appropriate legal procedures in the handling of informants including documentation of identity, monitoring of activities, use and recordation of payments.
- 3.7** Use, as appropriate, a comprehensive portfolio of investigative technologies and techniques including surveillance, covert technologies and undercover assignments.
- 3.8** Interview and prepare reports on the victims of financial crimes, directing those victims to appropriate public and private resources to assist them in the recovery of their identities.
- 3.9** Investigate cases involving cross-jurisdictional and/or organized financial crime and high value theft schemes. [Note: An assignment may require travel throughout Greater Minnesota in addition to the seven county metropolitan area as investigations expand or as assigned by the task force commander.]

4. Responsibilities of the Governmental Unit and the BCA

- 4.1** The Governmental Unit will:
 - 4.1.1** Conduct investigations in accordance with provisions of the Minnesota Financial Crimes Task Force standards, identified in clause 3 above, and conclude such investigations in a timely manner.
 - 4.1.2** Maintain accurate records pertaining to prevention, education, and enforcement activities, to be collected and forwarded quarterly to the MNFCTF Commander, or the Commander's designee, for statistical reporting purposes.
 - 4.1.3** Assign one or more employees of the Governmental Unit as members to the MNFCTF. All employees of the Governmental Unit assigned as members, and while performing MNFCTF assignments, shall continue to be employed and directly supervised by the same Governmental Unit currently employing that member. All services, duties, acts or omissions performed by the MNFCTF member will be within the course and duty of the member's employment and therefore covered by the Workers Compensation and other compensation programs of the Governmental Unit including fringe benefits.
 - 4.1.4** Make a reasonable good faith attempt to be represented at all scheduled MNFCTF meetings in order to share information and resources among the MN FCTF members.
 - 4.1.5** Participate fully in any audits required by the Minnesota Financial Crimes Task Force.
- 4.2** The parties mutually agree that any investigators assigned to the MNFCTF by the Governmental Unit will be provided an undercover vehicle and basic equipment, e.g. gun, handcuffs, vest, etc., by the Governmental Unit.
- 4.3** Nothing in this Agreement shall otherwise limit the jurisdiction, powers, and responsibilities normally possessed by a member as an employee of the Governmental Unit.

5. Reimbursement Requests and Payments

- 5.1** Governmental Unit must first submit a written request for funds and receive written pre-approval for the funds from BCA.
- 5.2** Governmental Unit must supply original receipts or readable copies of receipts to be reimbursed on pre-approved requests. Approved reimbursement will be paid directly by the BCA to the Governmental Unit within thirty (30) calendar days of the invoice

date with payment made to the Governmental Unit Authorized Representative's address listed below.

6. Authorized Representatives

The BCA's Authorized Representative is the person below or his successor:

Name: Donald Cheung, MNFCTF Commander
Address: Department of Public Safety; Bureau of Criminal Apprehension
1430 Maryland Street East
Saint Paul, MN 55106
Telephone: 651.793.1072
E-mail Address: donald.cheung@state.mn.us

The Governmental Unit's Authorized Representative is the person below or his successor:

Name: John Swenson, Public Safety Director
Address: Lino Lakes Police Department
640 Town Center Parkway
Lino Lakes, MN 55014
Telephone: 651-982-2301
E-mail Address: jswenson@linolakes.us

If the Governmental Units Authorized Representative changes at any time during this Agreement, the Governmental Unit must immediately notify the BCA in writing/email.

7. Assignment, Amendments, Waiver, and Agreement Complete

- 7.1 Assignment.** The Governmental Unit may neither assign nor transfer any rights or obligations under this Agreement.
- 7.2 Amendments.** Any amendment to this Agreement 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 Agreement, or their successors in office.
- 7.3 Waiver.** If the State fails to enforce any provision of this Agreement, that failure does not waive the provision or its right to enforce it.
- 7.4 Agreement Complete.** This Agreement contains all negotiations and agreements between the BCA and the Governmental Unit. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

8. Liability

The BCA and the Governmental Unit agree each party will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of any others and the results thereof. The BCA's liability shall be governed by provisions of the Minnesota Tort Claims Act, Minnesota Statutes § 3.736, and other applicable law. The Governmental Unit's liability shall be governed by provisions of the Municipal Tort Claims Act, Minnesota Statutes §§ 466.01-466.15, and other applicable law.

9. Audits

Under Minnesota Statutes § 16C.05, subdivision 5, the Governmental Unit's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the State and/or the State Auditor and/or Legislative Auditor, as appropriate, for a minimum of six (6) years from the end of this Agreement.

10. Government Data Practices

The Governmental Unit and the BCA must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by the BCA under this Agreement and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Governmental Unit under this Agreement. The civil remedies of Minnesota Statutes § 13.08 apply to the release of the data referred to in this clause by either the Governmental Unit or the BCA.

If the Governmental Unit receives a request to release the data referred to in this clause, the Governmental Unit must immediately notify the BCA. The BCA will give the Governmental Unit instructions concerning the release of the data to the requesting party before the data is released.

11. Venue

The venue for all legal proceedings out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

12. Expiration and Termination

12.1 Either party may terminate this Agreement at any time, with or without cause, upon 30 days written notice to the other party. To the extent funds are available, the Governmental Unit shall receive reimbursement in accordance with the terms of this Agreement through the date of termination.

12.2 Upon expiration or earlier termination of this Agreement, the Governmental Unit shall provide the MNFCTF Commander, in a timely manner, all investigative equipment that was acquired with funding received under this Agreement.

13. E-Verify Certification (In accordance with Minnesota Statutes § 16C.075)

For services valued in excess of \$50,000, the Governmental Unit certifies that as of the date of services performed on behalf of the BCA, the Governmental Unit and all its subcontractors will have implemented or be in the process of implementing the federal E-Verify program for all newly hired employees in the United States who will perform work on behalf of the BCA. The Governmental Unit is responsible for collecting all subcontractor certifications and may do so utilizing the E-Verify Subcontractor Certification Form available at <http://www.mmd.admin.state.mn.us/doc/EVerifySubCertForm.doc>. All subcontractor certifications must be kept on file with the Governmental Unit and made available to the BCA upon request.

14. Other Provisions

14.1 The Parties mutually agree that upon execution of this Agreement, the JPA identified as 148783 executed between the Parties on April, 30, 2019 is terminated.

15. Continuing Obligations

The following clauses survive the expiration or cancellation of this Agreement: 8, Liability; 9, Audits; 10, Government Data Practices; and 11, Venue.

The parties indicate their agreement and authority to execute this Agreement by signing below.

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minnesota Statutes §§ 16A.15 and 16C.05.

Signed: _____

Date: _____

SWIFT PO Number: 3-79290

**3. DEPARTMENT OF PUBLIC SAFETY;
BUREAU OF CRIMINAL APPREHENSION**

By: _____

(with delegated authority)

Title: _____

Date: _____

2. GOVERNMENTAL UNIT

Governmental Unit certifies that the appropriate person(s) has(have) executed this Agreement on behalf of the Governmental Unit and its jurisdictional government entity as required by applicable articles, laws, by-laws, resolutions or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

4. COMMISSIONER OF ADMINISTRATION

As delegated to the Office of State Procurement

By: _____

Date: _____

**CITY COUNCIL
AGENDA ITEM 4C**

STAFF ORIGINATOR: John Swenson, Public Safety Director

MEETING DATE: May 23, 2022

TOPIC: Purchase of Fire Apparatus

VOTE REQUIRED: 3/5

INTRODUCTION

Staff is seeking Council approval to purchase a 2004 Spartan Fire Engine from Custom Fire.

BACKGROUND

During the annual inspection of A-11 a structural issue was found and required that A11 be taken out of the service. Staff researched possible repairs for A-11 and determined that the structural issue with the frame is not repairable; therefore, staff researched other options to address the fire suppression needs of the community and presented information to Council at the May 2nd Council Work Session.

As directed by Council at the May 2nd Work Session, staff identified a used piece of fire apparatus that will meet the water pumping capacity needs for our community. This used piece of fire apparatus specification are:

Make: 2004 Spartan / Custom Fire

Model: Spartan Gladiator / Enclosed Top Mount Pump

Seating: 5 Firefighters

Engine: Detroit Diesel Series 60, 490 Horse

Transmission: Allison Automatic Model 4000

Fire Pump: Waterous 1500 gallons per minute Single Stage

Foam System: Single agent

Water Tank: 750 Gallon

Foam Tank: 30 Gallon

This fire engine was purchased new by the Lower St. Croix Fire Department and used until that department took delivery of a new fire engine from Custom Fire.

Custom Fire, who is selling the fire engine, has identified some bodywork that must be completed prior to the sale of this unit. This work will ensure that the fire engine meets all NFPA and OSHA requirements that are in place today.

On May 11, 2022, we hired Emergency Apparatus Maintenance (EAM) to inspect this fire engine to ensure that all components are in proper working order. EAM provided a list of needed repairs which was provided to Custom Fire and all listed repairs will be addressed and included in the agreed upon price.

The cost of the purchase of the 2004 Spartan from Custom Fire is \$181,894.22. There is some equipment that needs to be purchased to make this piece of apparatus operational that is in addition to the purchase of the fire apparatus. The total for the needed equipment that is not included in the apparatus price is \$14,286.80.

Below is the break-down of the cost:

Item	Description	Vendor	Quantity	Cost	Total cost
2004 Spartan	Fire Engine	Custom Fire	1	\$181,894.22	\$181,894.22
Blitzfire Nozzle	2.5" ground nozzle	Macqueen	1	\$4,480.00	\$4,480.00
100' LDH	5" 100' LDH yellow	Macqueen	5	\$796.00	\$3,980.00
3' FDNY Hook	3' Steel Pike pole	Macqueen	1	\$113.60	\$113.60
6' FDNY Hook	6' Steel Pike Pole	Macqueen	1	\$144.00	\$144.00
8' FDNY Hook	8' Steel Pike Pole	Macqueen	1	\$155.20	\$155.20
Shipping		Macqueen	1	\$400.00	\$400.00
Graphics	Graphics	Advanced Graphix	1	\$652.00	\$652.00
Radio	Radio update	Ancom	1	\$1,062.00	\$1,062.00
Drive tires	Michelin	Pomp's Lino Lakes	4	\$825.00	\$3,300.00
				Total	\$196,181.02

Attached is this staff report is the May 2nd Council Work Session Staff Report, two memos from Deputy Director Dan L'Allier providing details on work that Custom Fire will complete on 2004 Spartan, the equipment needed, and photos of 2004 Spartan.

Staff recommends funding this purchase with the Closed Bond Fund. The Closed Bond Fund accounts for excess funds from matured bond issues. The current balance is \$672,422 and the funds currently have not been designated for any other purchase or project. When the engine is sold the sale proceeds will be deposited back into the Closed Bond Fund.

RECOMMENDATION

Staff recommends approval of the purchase of 2004 Spartan and equipment for a total cost of \$196,181.02.

ATTACHMENTS

May 2nd Work Session Staff Report
Memo Dated May 10, 2022 re: Equipment
Memo Dated May 16, 2022 re: Custom Fire Refurbish

WORK SESSION STAFF REPORT
Work Session Item 4

Date: May 2, 2022
To: City Council
From: John Swenson, Public Safety Director
Re: Aerial 11 Out Of Service

Background

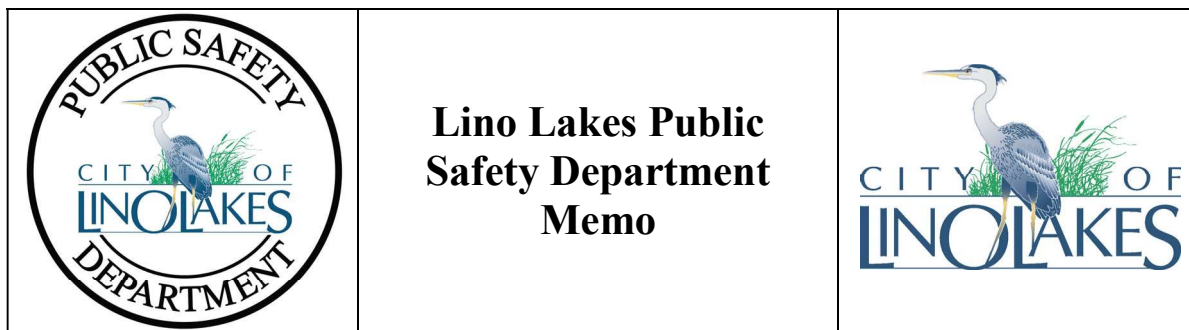
During the annual inspection of Aerial 11 a frame failure was noted which required that this piece of apparatus be taken out of service.

The attached memo from Fire Division Deputy Director Dan L’Allier dated April 26th provides further details on the inspection, fire suppression implications, and potential options to address this issue.

Staff is seeking Council direction.

Attachments

Memo dated April 26, 2022 from Deputy Director Dan L’Allier



DATE: April 26, 2022

TO: John Swenson, Public Safety Director

FROM: Dan L'Allier, Deputy Public Safety Director – Fire Division

RE: Aerial 11 Out of Service

On April 8, Aerial 11 had its annual OSHA (Occupational Safety and Health Administration) and NFPA (National Fire Protection) Inspection. The apparatus failed the inspection and was placed “Out of Service” due to the vehicle's frame having catastrophic rust jacking. This problem was first found at the annual inspection and five-year nondestructive test that was completed shortly after we took possession from the Centennial Fire District in 2016. At that time, it was noted that this rust jacking was significant but the defect was listed as a Class 2, this did not place the truck out of service. The recommendation was to monitor the damage to make sure it did not become catastrophic. At that time, I received a price to replace the frame rails on the truck. The repair was greater than the value of the truck.

Each year, American Test Centers would inspect the truck and monitor the progress of the rust. This year, the rust was too great and the truck failed the inspection. With the inspection failure, this also places the complete truck “Out of Service”. The truck cannot be driven. This is because the major frame defect also violated DOT (Department of Transportation) regulations.

I reached out to Lance Olson with EAM (Emergency Apparatus Maintenance) to help navigate through getting an answer as to if the truck is repairable. This was made difficult because the truck was not built from the ground up by one manufacturer. The cab and chassis were built by Freightliner, the ladder was built by RK Ladders in Fremont, Nebraska, and the truck body was finally assembled at Toyne Fire Apparatus in Breda, Iowa. Lance Olson was able to get me in touch with the Engineering Department of all these companies. It was clear that no matter what repair we used, it had to be approved by the frame manufacturer and that was Freightliner. After contacting I State Freightliner and speaking with the Shop Foreman, Nick Terano, we were informed that due to the age of A11 (2000 model year) there are no replacement frame rails available nor any of these frame rails being manufactured any longer; therefore the damage to A11's frame is not repairable.

ONE VISION. ONE MISSION. LINO LAKES PUBLIC SAFETY DEPARTMENT.

With this news, it really changed my thoughts on our long-term plan with this truck and our replacement of our 1992/1993 water tenders. The long-term plan was to use Aerial 11 as an Engine until we replaced the first of the pair of Tenders. The plan would require building a new Tender / Pumper. These trucks would include a larger cab for up to five firefighters. It would include a 1500 gallon per minute fire pump. A water tank that could carry up to 3000 gallons of water. This truck would also score for ISO as an Engine. Our current Tenders do not score as Engines with ISO. After we received our new Pumper/ Tenders, the plan was to liquidate Aerial 11. But now with Aerial 11 being placed out of service and not usable, this brings another concern. I investigated with three different fire apparatus builders (Custom Fire Apparatus of Osceola, Wisconsin, Rosenbauer Fire Apparatus of Wyoming Minnesota, and Fire Safety USA of Rochester, Minnesota.) what it would cost and how long it would take to move our current plan up to replace one of our tenders with a new Tender / Pumper. All three manufacturers were clear that the build cost has increased 25-30%. But the real bad news was the earliest we would see a truck after ordering is 30-36 months. They also stated this is today and they do not know what the future will be with components and steel shortages predicted in the future.

I have looked both locally and nationally for a quality used tender / pumper. I was not able to find a quality apparatus. I could find other tenders that are 30 years old, but no pumper / tenders. I was having a difficult time finding fire engines. I found a few and the price was astonishing. The few that I did find had high mileage and had been well used and the sale price was between \$200-300,000. With replacing Aerial 11 with an Engine, it only fixes one of our apparatus needs and that is the fire pump capacity. It does not answer our need to have reliable mobile water to fight fires in areas of our City that are not on our municipal water system.

I was able to find a local engine that is available through Custom Fire Apparatus for \$185-\$200,000. This apparatus would only answer the deficiency of the fire pump from Aerial 11. This would not allow us to move the tender replacements down the road. If anything, with what has been learned with the supply chain issues and delayed delivery of finished fire apparatus to 30-36 months, we would be wise to order the replacements for both tenders sooner than later.

The timing of this is further complicated with our scheduled Insurance Service Office (ISO) audit this summer. ISO is a company that rates fire departments and the surrounding communities on how well equipped they are to respond to and suppress fires when they occur. This rating is used by some homeowner insurance providers to establish homeowners insurance rates. During our last ISO audit in 2017 our ISO score improved from a 5/9 to 4/4Y, it should be noted that that ISO rating system the lower the number the better prepared a fire department is to conduct fire suppression services. With the reduction in pumping capacity that is a result of A11 being out of service we anticipated that our ISO will not be as good as reported in the 2017 audit.

We have a couple of options.

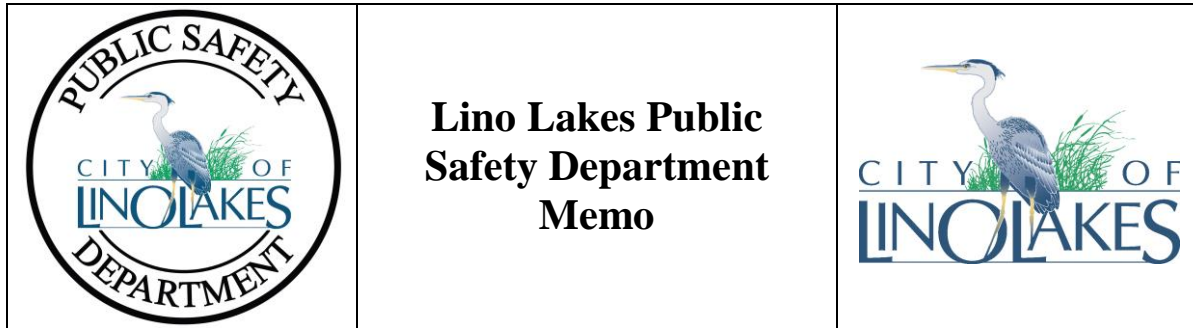
Option 1

Order two new pumper / tenders with delivery in three years. This would likely result in a negative impact on our ISO rating. It would confirm to the long-term plan for fire apparatus replacement and would reduce the size of the fire apparatus fleet. The estimated cost per pumper / tender would be between \$800,000 and \$900,000 given the current manufacturer's pricing.

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Option 2

Replace Aerial 11 with a used fire engine to maintain the pumping capacity for approximately \$200,000. Order the replacement pumper /tenders for replacement in 2025 and 2026 as soon as possible. Evaluate our fire pump capacity needs and if they are sufficient in 2026 with the new pumper / tenders, then liquidate the used engine purchased this year in 2026.



DATE: May 10, 2022

TO: John Swenson, Public Safety Director

FROM: Dan L'Allier, Deputy Public Safety Director – Fire Division

RE: Equipment for Used Engine

In 2015, the acquired Aerial 11, through dissolution of assets, the city took possession of the apparatus in 2016. Both the equipment and the apparatus were found to be deficient. The City made significant repairs to the apparatus to bring the apparatus into a usable condition. At that time because of greater needs it was decided not to replace the deficient equipment on Aerial 11. Every year since 2016, I have compiled a list of the equipment that was needed to be replaced on this apparatus. Director Swenson and myself review this list annually and purchase the needed equipment from the small tools budget line item. This has occurred every year since 2016. The last few items are a Blitz Fire 2.5" Ground Monitor (Nozzle), Pike Poles (tools used to pull ceilings down), five one hundred-foot sections of 5" Large Diameter Hose (This hose is used to connect to the hydrant to supply the fire truck with water to fight fires). I have included photos of these items and I will go into detail as to why we need these items.

Task Force Tips BlitzFire Nozzle

Youtube Link: <https://www.youtube.com/watch?v=QMh6k1PbAR4>

Both Aerial 11 and the engine we are looking to replace Engine 11 have permanent large volume monitors or Deck style guns. These devices supply up to 1250 to 1500 gallons per minute. This is great if you can get the fire truck close enough to use these devices. In most cases this is not the case. So, the need to use large hand lines to access areas at a fire that need large volumes of water become very labor intensive. The goal when the BlitzFire was developed, was to manufacture a ground nozzle that could easily deploy 500 gallons per minute with only one firefighter. BlitzFire does this. A single firefighter can easily remove the BlitzFire from the fire apparatus, stretch a 2.5" hose line to the area where it is needed, charge the hose line directing the water stream where it is needed and then that firefighter could leave and attend another task on the fire ground.

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The BlitzFire has a built-in safety device that when the nozzle detects one G force of movement, it closes the nozzle protecting anyone working near it from injury. It seems that in today's world, we are always working at fire scenes short staffed. The Blitz Nozzle allows the incident commander to deploy a large volume nozzle with limited staffing in a safe manner. We currently have three Blitz Nozzle's, one on each engine and one on Aerial 21. The reason this device is needed on every fire apparatus is that in most cases, this device would be deployed on the first arriving engine. We recently responded to a vehicle fire in an attached garage at a residence near Otter Lake Road. The first arriving engine was from Centennial Fire District. I arrived on scene at the same time. I asked the crew to deploy a Blitz Nozzle to quickly contain the fire to prevent it from spreading to the home. Centennial Fire District does not have any of these nozzles. It took the crew of four from the Centennial Engine and myself to deploy a 2.5" hand line and nozzle to control this fire before other responding units arrived. With my experience I believe that if we had a Blitz Nozzle the damage would have been less. I believe it is imperative that we have a BlitzFire nozzle on every engine and aerial apparatus.



5" Large Diameter Hose (LDH), Supply Hose

When the City acquired Aerial 11 the apparatus came with 600' of 4" large diameter hose (Supply hose). This is the hose that we use to connect the fire engine to the hydrant. This apparatus is supposed to carry 1000' of supply hose, but it only had 600'. So, the supply hose was deficient. Where do we get the 1000' of supply hose from? The Insurance Services Office Verisk (ISO) bases its rating for a home or business that is 1000' from a hydrant as properties that are covered by a fire hydrant. The hydrant spacing in the City is less than 1000'. Our current spacing is 350'. This is why we carry 475' of 5' Large Diameter Hose on our small engines. Aerial 21 carries 1000' of 5" Large Diameter Hose. Aerial 11 carried 500' of 5" Large Diameter Hose along with 500' of 4" Large Diameter Hose. The goal with purchasing the 500' of 5" Large Diameter Hose with the used fire engine would be to convert the 4" hose to 5" hose. The reason for using 5" hose is so advantageous over 4" hose is that 5" hose flows twice as much

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water as a 4" hose. The current 4" Large Diameter Hose we carry was manufactured in the 1990's and came to us from the Centennial Fire District. We test and inspect this hose annually to comply with NFPA (National Fire Protection Association) Standard 1962 and it has passed. The 4" hose has reached its 20-year maximum service life. It would be my recommendation to replace the current 4" Large Diameter Hose with 5" Large Diameter hose to be consistent with the hose we currently operate with.



3 FDNY (Fire Department New York) Hook (Pike pole)

When the City acquired Aerial 11, the tools on the apparatus were deficient. Many of these tools have been replaced. One of the tools that has not been replaced is the Pike Poles. Pike poles are used to pull down walls or ceilings to gain access for fire suppression or to investigate for fire extension. Currently, Aerial 11 has three pike poles, all made of fiberglass and steel. They are

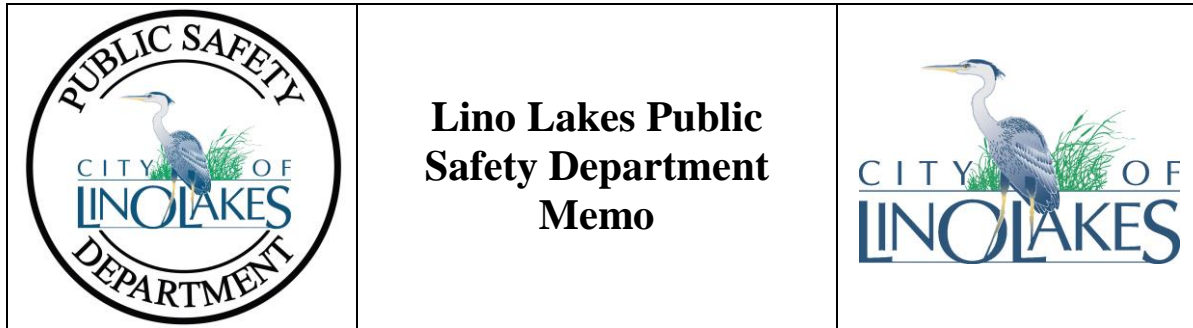
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basically a pole with a hook on the end. These tools were purchased when the truck was new in 2000. Since 2000, pike poles have changed a great deal in the fire service. They are no longer used to just pull the ceiling and walls down. Because of limited staff, it makes it difficult to carry several tools at the same time to complete tasks on the fire ground.

A Firefighter in New York City developed a pike pole that was completely made from steel. This tool was much heavier than the old wood or fiberglass pike poles, but this tool could be used to complete forcible entry, gain leverage, and be used as a pry bar. The FDNY Hook has been around since 1940. In the last 10 years it has gained favor in the fire service because it really can perform the tasks on several tools in one. Aerial 11 was the only fire apparatus in our fleet that did not have the FDNY Hooks. By purchasing these three tools, we would be consistent across our fleet. I have included pictures of both the yellow pike pole and the Fire Department New York style hook. It would be my recommendation to purchase the three FDNY Hooks.



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DATE: May 16, 2022

TO: John Swenson, Public Safety Director

FROM: Dan L'Allier, Deputy Public Safety Director – Fire Division

RE: Custom Fire Used Fire Engine

The 2004 Spartan Fire Engine that Custom Fire has listed for sale is in excellent structural condition but will require some work to meet current NFPA and OSHA requirements. We also had EAM conduct an independent inspection of the fire engine and noted some minor repairs that need to be made. Custom Fire has indicated that the sale price of \$181,894.22 will include all work to bring the fire engine to current NFPA and OSHA requirements and all repairs included in the EAM inspection report.

Work that will be completed by Custom Fire prior to delivery, if purchased:

1. Replace rollup doors
2. Repair scratches on right side of truck
3. Update rear of the truck to comply with OSHA standards
4. Upgrade the emergency light to current NFPA standards
5. Remove inoperable Compressed Air Foam System (CAFS)
6. Repair right rear window
7. Replace inoperable lights on pump panel
8. Repair cab tilt cylinder
9. Repair or replace solenoids at battery box
10. Replace missing exhaust down pipe bracket
11. Repair windshield wipers
12. Repair steering leak
13. Repair or replace two air tanks for brake system
14. Repair engine tunnel insulation
15. Replace ground lights
16. Replace rear chrome axel cover

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Currently this fire engine is white over yellow but because the replacement of doors and repair of the scratches on right side the fire engine will have to be re-painted; therefore, the truck will be painted black over red to align with the colors of E11, E21, and A21.

Custom Fire estimates that it will take 4 weeks to complete all of the work on this fire engine.

If Council approves the purchase of this 2004 Spartan Fire Engine, Custom Fire would require a \$75,000.00 initial payment to begin the refurbishing work and upon delivery a final payment of the remaining balance of \$106,894.22

Below is specifications of the 2004 Spartan with photos:

Make: 2004 Spartan / Custom Fire

Model: Spartan Gladiator / Enclosed Top Mount Pump

Seating: 5 Firefighters

Engine: Detroit Diesel Series 60, 490 Horse

Transmission: Allison Automatic Model 4000

Fire Pump: Waterous 1500 gallons per minute Single Stage

Foam System: Single agent

Water Tank: 750 Gallon

Foam Tank: 30 Gallon



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**CITY COUNCIL
AGENDA ITEM 5A**

STAFF ORIGINATOR: Diane Hankee PE, City Engineer

MEETING DATE: May 23, 2022

TOPIC: Consider Approval of Resolution No. 22-63, Approving Change Order No. 1, Water Tower No. 2 Rehabilitation Project

VOTE REQUIRED: 3/5

INTRODUCTION

Staff is requesting City Council approval of Change Order No. 1 for the Water Tower No. 2 Rehabilitation Project.

BACKGROUND

On February 14, 2022, the City Council awarded the bid for the Water Tower No. 2 Rehabilitation Project to Classic Protective Coatings, Inc. in the amount of \$1,188,857.00. The original start date of the project was May 25, 2022 in order to meet the substantial completion by August 15, 2022 and ready for final payment by September 12, 2022.

There has been a delay with the antenna removal until mid-June thus delaying the project start. The contractor has requested an extension of time to a substantial completion by September 5, 2022 and ready for final payment by October 3, 2022.

RECOMMENDATION

Staff is recommending approval of Resolution No. 22-63 for Change Order No. 1 for the Water Tower No. 2 Rehabilitation Project.

ATTACHMENTS

1. Resolution No. 22-63
2. Change Order No. 1

CITY OF LINO LAKES

RESOLUTION NO. 22-63

**RESOLUTION APPROVING CHANGE ORDER NO. 1
WATER TOWER NO. 2 REHABILITATION PROJECT**

WHEREAS, pursuant to Resolution No. 22-24 of the Council adopted on February 14, 2022, awarding the contract for the Water Tower No. 2 Rehabilitation Project to Classic Protective Coatings, Inc.; and

WHEREAS, a complete summary of schedule changes are within Change Order No. 1;

NOW, THEREFORE, BE IT RESOLVED by the City Council of Lino Lakes, Minnesota that Change Order No. 1 is approved extending the time of substantial completion to September 5, 2022 and final payment to October 3, 2022.

BE IT FURTHER RESOLVED

Adopted by the Council of the City of Lino Lakes this 23rd day of May, 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

CHANGE ORDER NO.: 001

Owner: City of Lino Lakes
 Engineer: WSB
 Contractor: Classic Protective Coatings, Inc.
 Project: Lino Lakes, MN Water Tank No. 2 Rehabilitation
 Contract Name: Lino Lakes, MN Water Tank No. 2 Rehabilitation
 Date Issued: 5/3/22
 Owner's Project No.:
 Engineer's Project No.: 019414-000
 Contractor's Project No.: 22-0022
 Effective Date of Change Order: 5/3/22

The Contract is modified as follows upon execution of this Change Order:

Original start date was planned for May 25th, 2022 in order to meet substantial completion by August 15th, 2022 and ready for final payment by September 12th, 2022 per the contract.

With delay of antenna removal to "mid-June" this would set the start date back to June 15th, 2022, thus adding 3 weeks to the construction schedule and moving the substantial completion date and final payment date to August 15th, 2022 and September 12th, 2022 respectively.

Attachments:

Updated Construction Schedule

Change in Contract Price	Change in Contract Times
Original Contract Price: \$ _____	Original Contract Times: Substantial Completion: August 15 th , 2022 Ready for final payment: September 12 th , 2022
[Increase] [Decrease] from previously approved Change Orders No. 1 to No. 1[Number of previous Change Order]: \$ _____	[Increase] [Decrease] from previously approved Change Orders No.1 to No. [Number of previous Change Order]: Substantial Completion: _____ Ready for final payment: _____
Contract Price prior to this Change Order: \$ _____	Contract Times prior to this Change Order: Substantial Completion: August 15 th , 2022 Ready for final payment: September 12 th , 2022
[Increase] [Decrease] this Change Order: \$ _____	[Increase] [Decrease] this Change Order: Substantial Completion: September 5 th , 2022 Ready for final payment: October 3 rd , 2022
Contract Price incorporating this Change Order: \$ _____	Contract Times with all approved Change Orders: Substantial Completion: September 5 th , 2022 Ready for final payment: October 3 rd , 2022

Recommended by Engineer (if required)

Authorized by Owner

By: _____
 Title: _____
 Date: _____

Authorized by Contractor

Approved by Funding Agency (if applicable)

By: Michael A Burke
 Title: C. O. O.
 Date: 5/3/2022

EJCDC® C-941, Change Order.

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**CITY COUNCIL
AGENDA ITEM 5B**

STAFF ORIGINATOR: Rick DeGardner, Public Services Director

MEETING DATE: May 23, 2022

TOPIC: Consider Resolution No. 22-61, Accepting Quotes and Awarding a Construction Contract, Woods of Baldwin Lake Park Site Improvements, Rick DeGardner

VOTE REQUIRED: 3/5

INTRODUCTION

Staff is requesting authorization to accept quotes and award the construction contract for the Woods of Baldwin Lake Park Site Improvements.

BACKGROUND

Attached is the Park Board's recommended plan for site work improvements at Woods of Baldwin Lake Park.

One quote was received for the above-referenced project on Monday May 9th, 2022. The bid was checked for mathematical accuracy and confirmed that G.L. Contracting, Medina, MN submitted a quote in the amount of \$165,123.40.

The Engineer's Estimate was \$145,746.50. The quote was higher than anticipated, likely due to current marketplace uncertainties, fuel costs, and labor costs.

Staff recommends award a construction contract to G.L. Contracting based on their bid and past performance constructing parks.

Funding will be from the Dedicated Parks Fund.

RECOMMENDATION

Approve Resolution No. 22-61

ATTACHMENTS

1. Resolution No. 22-61
2. Woods of Baldwin Lake Park Concept Plan

**CITY OF LINO LAKES
RESOLUTION NO. 22-61**

**ACCEPTING QUOTES AND AWARDING A CONSTRUCTION CONTRACT, WOODS
OF BALDWIN LAKE PARK SITE IMPROVEMENTS**

WHEREAS, the Park Board recommended an updated plan for site work improvements at Woods of Baldwin Lake Park; and

WHEREAS, one quote was received for the above-referenced project on Monday May 9th, 2022. The bid was checked for mathematical accuracy and confirmed that G.L. Contracting, Medina, MN submitted a quote in the amount of \$165,123.40; and

WHEREAS, the Engineer's Estimate was \$145,746.50. The quote was higher than anticipated, likely due to current marketplace uncertainties, fuel costs, and labor costs; and

WHEREAS, staff recommends award a construction contract to G.L. Contracting based on their bid and past performance constructing parks; and

WHEREAS, recommended funding is from the Dedicated Parks Fund.

NOW, THEREFORE, BE IT RESOLVED the City Council of the City of Lino Lakes, hereby authorizes staff to enter into a construction contract with G.L. Contracting of Medina, MN.

Adopted by the City Council of the City of Lino Lakes this 23rd day of May, 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:

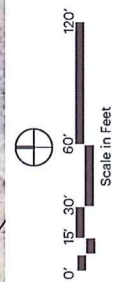
Julianne Bartell, City Clerk



WOODS OF BALDWIN PARK CONCEPT PLAN

Lino Lakes, Minnesota

December 27, 2021 | WSB Project number: 019286-000



**CITY COUNCIL
AGENDA ITEM 5C**

STAFF ORIGINATOR: Rick DeGardner, Public Services Director

MEETING DATE: May 23, 2022

TOPIC: Consider Resolution No. 22-62, Approving Contract with Northland Recreation Inc. for Woods of Baldwin Lake Park Playground Equipment, Rick DeGardner

VOTE REQUIRED: 3/5

INTRODUCTION

Staff is requesting council consideration to approve a contract with Northland Recreation Inc. for the Woods of Baldwin Lake Park Playground Project. The project consists of design services, supply and delivery of the equipment, and the provision of a certified playground installer to assist the Parks Department.

BACKGROUND

The playground equipment at Woods of Baldwin Lake Park was installed in 1994. The Park Board recommended that the playground equipment be replaced as part of the 2022 Site Improvements.

Public Services Department staff will undertake the removals process and perform the necessary site work.

Staff is recommending entering into a contract with Northland Recreation, Inc. via Sourcewell (formerly NJPA) for the Woods of Baldwin Lake Park Playground project in the amount of \$70,304. Sourcewell is a public corporation serving as a municipal contracting agency for government and education agencies. Sourcewell serves member agencies under the legislative authority established and granted by Minnesota Statute 123A.21. This agreement fulfills the competitive solicitation and contract process required of governmental agencies.

Recommended funding is from the Dedicated Parks Fund.

RECOMMENDATION

Staff is recommending approval of Resolution No. 22-62.

ATTACHMENTS

Resolution No. 22-62
Playground Layout Plan

**CITY OF LINO LAKES
RESOLUTION NO. 22-62**

**APPROVING CONTRACT WITH NORTHLAND RECREATION INC. FOR
WOODS OF BALDWIN LAKE PARK PLAYGROUND EQUIPMENT**

WHEREAS, the playground equipment at Woods of Baldwin Lake Park was installed in 1994;
and

WHEREAS, the Park Board recommended that the playground equipment be replaced as part
of the 2022 Site Improvements; and

WHEREAS, staff is recommending entering into a contract with Northland Recreation, Inc. via
Sourcewell (formerly NJPA) for the Woods of Baldwin Lake Park Playground project in the
amount of \$70,304. This agreement fulfills the competitive solicitation and contract process
required of governmental agencies.

WHEREAS, recommended funding is from the Dedicated Parks Fund.

NOW, THEREFORE, BE IT RESOLVED the City Council of the City of Lino Lakes,
hereby authorizes staff to enter into a contract with Northland Recreation Inc. for the Woods of
Baldwin Lake Park Playground project playground equipment in the amount of \$70,304.

Adopted by the City Council of the City of Lino Lakes this 23rd day of May, 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

General Notes:

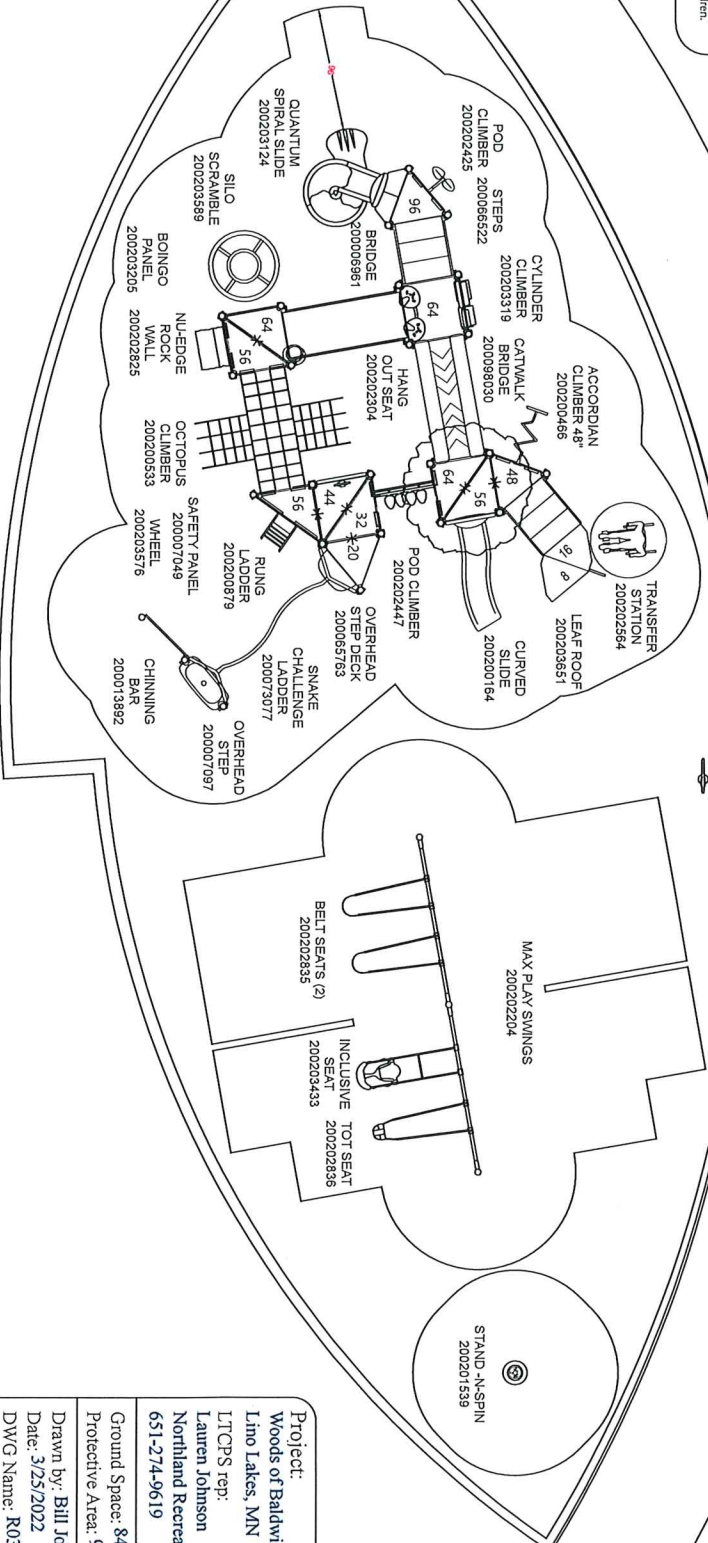
Age Group

☐ 2-5 yrs ☒ 5-12 yrs ☐ 12+ yrs

1. The Americans with Disabilities Act (ADA) may require that you make your park and/or playground accessible to children with disabilities. Consult your local health department to determine if the ADA applies to you.
2. For playground equipment to be considered accessible, the equipment must be designed and constructed in accordance with the proposed Access Board Regulations in regards to the playground may be in compliance when considering existing play components.
3. All access points must be required under side.
4. Access heights are measured from top of ground cover, around all play equipment.
5. The minimum recommended fall zone around the entire structure is 9 feet.
6. The minimum recommended fall zone around the entire structure is 9 feet.
7. Material, etc.)
8. Not all equipment may be appropriate for all children. Supervision is required.

AGE GROUP: 5-12
ELEVATED PLAY ACTIVITIES - TOTAL: 12
ELEVATED PLAY ACTIVITIES ACCESSIBLE BY TRANSFER: 11 RECD 6
ELEVATED PLAY ACTIVITIES ACCESSIBLE BY RAMP: 9 RECD 9
GROUND LEVEL ACTIVITIES: 1 RECD 1
GROUND LEVEL ACTIVITIES: 7 RECD 3

LT WELCOME SIGN
5-12YR
200203552



Playground Layout Compliance:

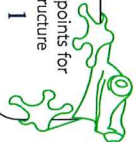
☒ ASTM F1487 - Playground Equipment for Public Use.
☒ CPSC Handbook for Public Playground Safety

☒ This playground design meets the final Access Board Regulations.



The play components identified in this plan are IPPA certified. The use and installation of this equipment is subject to the requirements of ASTM F1487.

LEED points for this structure



Project: Woods of Baldwin Lake Park
Lino Lakes, MN
LTCPs rep: Lauren Johnson
Northland Recreation, LLC.
651-274-9619
Ground Space: 84'-0" x 38'-0"
Protective Area: 97'-6" x 44'-0"
Drawn by: Bill Johnson
Date: 3/25/2022
DWG Name: R0324_4464681734
LTCPs - Farmington
878 East Highway 60
Monett, Missouri 65708
Voice: 1-800-325-8828
Fax: 417-354-2273





**CITY COUNCIL
AGENDA ITEM 6A**

STAFF ORIGINATOR: Andy Nelson, Environmental Coordinator

MEETING DATE: May 23, 2022

TOPIC: Consideration of Resolution No. 22-60, Approving Water Efficiency Grant

VOTE REQUIRED: 3/5

BACKGROUND

Smart irrigation controllers have been found to reduce water use by up to 50%. If smart irrigation controllers were installed at all addresses currently connected to municipal water, it could lead to a 20% savings on yearly water pumped in the entire City. One of the most impactful and easy to implement options to improve our water conservation efforts in the City involves increasing the efficiency of outdoor irrigation.

The City has implemented a smart irrigation controller program for the last two years. Staff continues to monitor water usage data for the properties that have installed smart controllers. Additional data will be collected in the coming years to gauge the benefit of the controllers at individual addresses.

GRANT INFORMATION

The State of Minnesota has made Legacy Amendment Clean Water Funds available to the Metropolitan Council to establish a water demand reduction grant program. This program is intended to encourage municipalities in the metropolitan area to implement measures to reduce water demand to ensure the reliability and protection of drinking water supplies. Purchase of smart irrigation controllers is an eligible expense under this program.

Staff submitted a grant proposal for this program that has been approved for funding. The \$24,000 award must be met with a 20% match. For the program total of \$30,000, the City match is \$6,000. To accept these funds, the City must enter into a contract with the state, ensuring that work is completed as described in the plan.

The plan includes using the grant funds to purchase irrigation controllers to be sold during the 2022 and 2023 growing seasons. Residents will be able to purchase controllers at an 80% discount.

Purchase and installation of 166 controllers (the approximate number of controllers that could be purchased with the grant funds) is estimated to result in an annual fresh water savings of 3,486,000 to 4,648,000 gallons.

RECOMMENDATION

Staff recommends approval of Resolution No. 22-60, accepting the Clean Water Fund Grant Agreement.

ATTACHMENTS

1. Resolution 22-60
2. Metropolitan Council Clean Water Fund Grant Agreement
3. Water Efficiency Grant Acceptance Letter

**CITY OF LINO LAKES
RESOLUTION NO. 22-60**

ACCEPTING METROPOLITAN COUNCIL CLEAN WATER FUND GRANT

WHEREAS, the City of Lino Lakes has implemented a smart irrigation controller program since 2021 to promote water conservation efforts; and

WHEREAS, the Metropolitan Council is offering a Water Efficiency Grant under the Legacy Amendment Clean Water Fund for use in municipal water efficiency programs to offer rebates or grants to customers of the municipal water supply system to replace specified water using devices with approved devices that use substantially less water; and

WHEREAS, the City of Lino Lakes was awarded \$24,000 to be used for eligible water efficiency devices, such as US EPA WaterSense labelled smart irrigation controllers; and

WHEREAS, the City match funds of \$6,000 will contribute to purchase of additional smart irrigation controllers; and

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

That the Metropolitan Council Clean Water Fund Grant is accepted, and hereby authorizes the Mayor and Clerk to execute the agreement on behalf of the City.

Adopted by the City Council of the City of Lino Lakes this 23rd day of May, 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

METROPOLITAN COUNCIL

CLEAN WATER FUND GRANT AGREEMENT NO. SG-17775

This Clean Water Fund Grant Agreement ("Grant Agreement") is entered into between the Metropolitan Council, a public corporation and political subdivision of the State of Minnesota ("Council") and the City of Lino Lakes, a municipal corporation ("Grantee").

RECITALS

1. Minnesota Session Laws 2021, 1st Special Session, Chapter 1, Article 2, Section 8, appropriated to the Council funds from the Legacy Amendment's Clean Water Fund ("Clean Water Fund") for State fiscal years 2022 and 2023, to establish a water demand reduction grant program to encourage municipalities in the metropolitan area to implement measures to reduce water demand to ensure the reliability and protection of drinking water supplies.
2. The Council is authorized by Minnesota Statutes sections 473.129, subdivision 4 to apply for and use grants from the State for any Metropolitan Council purpose and may dispose of the money in accordance with the terms of the appropriation.
3. The Grantee is authorized to receive grants from the Clean Water Fund for a water demand reduction program to implement measures to reduce water demand to ensure the reliability and protection of drinking water supplies.
4. On May 4, 2022, the Council authorized the granting of portions of the appropriation to the Grantees participating in the grant program.
5. The Grantee represents that it is duly qualified and agrees to perform all services described in this Grant Agreement to the reasonable satisfaction of the Council.

GRANT AGREEMENT

1. Term of Grant Agreement.

- 1.1. Effective Date. The effective date of this Grant Agreement is the date this agreement is fully executed.
- 1.2. Grant Activity Period. The first day of the month following the Effective Date through and including the expiration date.
- 1.3. Expiration Date. Upon satisfactory fulfillment of obligations, but in no event later than June 30, 2024.
- 1.4. Survival of Terms. The following clauses survive the expiration, termination or cancellation of this Grant Agreement; 9. Liability and Insurance; 10. Audits; 11. Government Data Practices; 13. Data Availability; 14. Governing Law, Jurisdiction and Venues; 16. Data Disclosure; 18. Future Eligibility.

2. Duties, Representations and Warranties of Grantee and Use of Grant Funds.

- 2.1. The Grantee agrees to conduct, administer and complete in a satisfactory manner and in accordance with the terms and conditions of this Grant Agreement the program ("Grantee Program") which is

described in Grantee's application to Council for assistance under the Council's Clean Water Fund grant program. Grantee's application is incorporated into this Grant Agreement as **Exhibit A**. Grantee agrees to perform the Grantee Program in accordance with the timeline in **Exhibit B** of this Grant Agreement and to undertake the financial responsibilities described in **Exhibit B**. The Grantee has the responsibility and obligation to complete the Grantee Program as described in **Exhibit B**. The Council makes no representation or warranties with respect to the success and effectiveness of the Grantee Program. The Council acknowledges that Grantee Program work may be limited to soliciting participation by its residents and businesses in the Grantee Program and requires additional work by the Grantee only to the extent that residents and businesses choose to participate in the Grantee Program, as described in **Exhibit B**.

The Grant Funds must be entirely passed through and can only be used for authorized rebates or grants for qualifying activities.

2.2. Grantee Representations and Warranties. The Grantee represents and warrants to Council, as follows:

A. It has the legal authority to enter into this Grant Agreement and to conduct and administer the Grantee Program and use the Grant Funds for the purpose or purposes described in this Agreement

B. It has taken all actions necessary for its execution of the Agreement and has provided to Council a copy of the resolution by its governing body authorizing Grantee to enter into this Agreement.

C. It has the legal authority to undertake the Clean Water Fund Grant Program, including the Grantee's financial responsibilities in **Exhibit B**

D. As specified in Exhibit A only Grantee's authorized representative may provide certifications required in this Grant Agreement and submit pay claims for reimbursement of Grantee Program costs.

E. It will comply with all the terms of this Agreement.

F. It will comply with all requirements of Clean Water Funding legislation and appropriations, except for requirements that this Grant Agreement explicitly states will be handled by the Council.

G. It has made no material false statement or misstatement of fact in connection with the Grant Funds, and all of the information it has submitted or will submit to the Council relating to the Grant Funds or the disbursement of any of the Grant Funds is and will be true and correct. It agrees that all representations contained in its application for the Clean Water Fund Grant are material representations of fact upon which the Council relied in awarding this Grant and are incorporated into this Agreement by reference.

H. It is not in violation of any provisions of its charter or of the laws of the State of Minnesota, and there are no material actions, suits, or proceedings pending, or to its knowledge threatened, before any judicial body or governmental authority against or affecting it and is not in default with respect to any order, writ, injunction, decree, or demand of any court or any governmental authority which would impair its ability to enter into this Grant Agreement, or to perform any of the acts required of it in the Agreement.

I. Compliance with the requirements of this Grant Agreement is not prevented by, is a breach of, or will result in a breach of, any term, condition, or provision of any agreement to which it is bound.

J. The Grantee Program will not violate any applicable zoning or use statute, ordinance, building code, rule or regulation, or any covenant or agreement of record relating thereto.

K. The Grantee Program will be conducted in full compliance with all applicable laws, statutes, rules, ordinances, and regulations issued by any federal, state, or other political subdivisions having jurisdiction over the Grantee Program.

L. It will comply with the financial responsibility requirements contained in **Exhibit B**.

M. It will furnish satisfactory evidence regarding these representations if requested by the Council.

3. Time.

Grantee must comply with all time requirements described in this Grant Agreement. In the performance of this Grant Agreement, time is of the essence.

4. Eligible Costs.

Eligible costs are those costs incurred by parties within the jurisdiction of the Grantee for 80% of rebate or grant payments as defined in **Exhibit B**. The Council will not reimburse Grantee for non-eligible costs. Any cost not defined as an eligible cost or not included in the Grant Grantee Program or approved in writing by the Council is a non-eligible cost.

5. Consideration and Payment.

5.1 **Consideration.** The Council will reimburse Grantee for eligible costs performed by the Grantee during the Grant Period as specified in this agreement. The Council bears no responsibility for any cost overruns that may be incurred by the Grantee or sub-recipients of any tier. The initial Grant amount to Grantee under this Grant Agreement is \$24,000. The Grantee may be eligible to receive additional Grant amounts or an adjustment in Grant amount in accordance with the procedure in the Grant Amendment Form attached and incorporated as **Exhibit C**. Upon signature by both Grantee and Council on **Exhibit C** this Grant is amended by the amount in **Exhibit C**.

5.2. **Advance.** The Council will make no advance of the Grant Amount to Grantee.

5.3. **Payment.** To receive payment, the Grantee must submit a Reimbursement Request on forms provided by the Council, including electronically scanned receipts to verify the cost of eligible devices reported for each reporting period. Reimbursement Request must be submitted quarterly, even if there are no eligible costs to report. The Grantee must describe its compliance with its the financial requirements, work completed including specific addresses where work was done, and provide sufficient documentation of grant eligible expenditures and any other information the Council reasonably requests. The Council will promptly pay the Grantee after the Grantee presents to the Council a Reimbursement Request and scanned copies of all receipts verifying the cost for all eligible devices reported and the Council's Authorized Representative accepts the invoiced services.

6. Conditions of Payment.

6.1. For each approved device for which Grantee requests payment, Grantee must certify the following to the Council: (1) the device has been purchased ; (2) Grantee received receipts for the device; (3) the purchase was not performed in violation of federal, state, or local law, or regulation.

6.2. Conditions Precedent to Any Reimbursement Request. The obligation of the Council to make reimbursement payments is subject to the following conditions precedent:

A. The Council's receipt of a Reimbursement Request/Progress Report for the funds requested, and electronic copies of receipts verifying the cost for all eligible devices for that reporting period

B. If requested by the Council (in form and substance acceptable to the Council), evidence that (i) the Grantee has legal authority to and has taken all actions necessary to enter into this Agreement and (ii) this Agreement is binding and enforceable against the Grantee.

C. There is no Event of Default under this Grant Agreement or event which would constitute an Event of Default but for the requirement that notice be given or that a period of grace or time elapse.

D. The Grantee has supplied to the Council all other items that the Council may reasonably require to assure good fiscal oversight of state's funding through the Clean Water Fund.

7. Authorized Representative.

The Council's Authorized Representative is:

Name: Brian Davis or successor
Title: Principal Engineer
Mailing Address: 390 North Robert Street
St. Paul, MN 55101
Phone: (651) 602-1519
E-Mail Address: brian.davis@metc.state.mn.us

The Council's Authorized Representative has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this Grant Agreement. If the services are satisfactory, the Council's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative is:

Name: Andy Nelson, Environmental Coordinator
Mailing Address: 600 Town Center Parkway, Lino Lakes, MN 55014
Phone: 651-982-2465
E-Mail Address: ANelson3@linolakes.us

If the Grantee's Authorized Representative changes at any time during this Grant Agreement, the Grantee must immediately notify the Council and within 30 days provide a new City resolution (if such resolution is necessary) specifying the new Representative.

8. Assignment, Amendments, Waiver, and Grant Agreement Complete.

8.1 Assignment. The Grantee may neither assign nor transfer any rights or obligations under this Grant Agreement without the prior written consent of the Council and a fully executed Assignment Agreement.

8.2 Amendments. Any amendment to this Grant Agreement must be in writing and will not be effective until it has been executed and approved by the appropriate parties.

8.3 Waiver. If the Council fails to enforce any provision of this Grant Agreement, that failure does not waive the provision or its right to enforce it.

8.4 Grant Agreement Complete. This Grant Agreement contains all negotiations and agreements between the Council and the Grantee. No other understanding regarding this Grant Agreement, whether written or oral, may be used to bind either party.

9. Liability and Insurance.

9.1 Liability. The Grantee and the Council agree that they will be responsible for their own acts and the results thereof to the extent authorized by law, and they shall not be responsible for the acts of the other party and the results thereof. The liability of the Council is governed by the Minn. Stat. Chapter 466 and other applicable laws. The liability of the Grantee is governed by the provisions contained in Chapter 466 and other applicable laws.

9.2 Relationship of the Parties. Nothing contained in this Grant Agreement is intended or should be construed in any manner as creating or establishing the relationship of co-partners or a joint venture between the Grantee and the Council, nor shall the Grantee be considered or deemed to be an agent, representative, or employee of the Council in the performance of this Grant Agreement, or the Grantee Program.

The Grantee represents that it has already or will secure or cause to be secured all personnel required for the performance of this Grant Agreement and the Grantee Program. All personnel of the Grantee or other persons while engaging in the performance of this Grant Agreement the Grantee Program shall not have any contractual relationship with the Council related to the work of the Grantee Program and shall not be considered employees of the Council. In addition, all claims that may arise on behalf of said personnel or other persons out of employment or alleged employment including, but not limited to, claims under the Workers' Compensation Act of the State of Minnesota, claims of discrimination against the Grantee, its officers, agents, contractors, or employees shall in no way be the responsibility of the Council. Such personnel or other persons shall not require nor be entitled to any compensation, rights or benefits of any kind whatsoever from the Council, including but not limited to, tenure rights, medical and hospital care, sick and vacation leave, disability benefits, severance pay and retirement benefits.

10. Audits.

Under Minn. Stat. § 16C.05, subd. 5, the Grantee's books, records, documents, and accounting procedures and practices relevant to this Grant Agreement are subject to examination by the Council and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the termination date of this Grant Agreement.

11. Government Data Practices.

The Grantee and Council must comply with the Minnesota Government Data Practices Act, Minn. Stat. Chapter 13, as it applies to all data provided by the Council under this grant contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this Grant Agreement. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either the Grantee or the Council. If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the Council.

12. Workers' Compensation.

The Grantee certifies that it is in compliance with Minn. Stat. § 176.181, subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered Council employees. Any claims that may arise under the Minnesota Workers Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the Council's obligation or responsibility.

13. Data Availability.

To the extent and as requested by the Council, Grantee agrees to comply with Minn. Stat. § 114D.50, subd. 5 requirements for data collected by the Grantee Programs funded with money from the Clean Water Fund that have value for planning and management of natural resources, emergency preparedness and infrastructure investments, including but not limited to the requirement that to the extent practicable, summary data and results of Grantee Programs funded with money from the Clean Water Fund should be readily accessible on the internet and identified as a Clean Water Fund Grantee Program. The Council will put overall summary information on the internet and will encourage the Grantee put its city information on the web. Grantee understands and agrees that Council may list its name and summary information on the internet or in any other Grantor reporting.

Data collected by the Grantee Programs, if any, funded with money from the Clean Water Fund that have value for planning and management of natural resources, emergency preparedness, and infrastructure investments must conform to the enterprise information architecture developed by the Office of MN.IT Services. Spatial data must conform to geographic information system guidelines and standards outlined in that architecture and adopted by the Minnesota Geographic Data Clearinghouse at the Minnesota Geospatial Information Office. A description of these data that adheres to the Office of MN.IT Services geographic metadata standards must be submitted to the Minnesota Geospatial Information Office to be made available online through the clearinghouse and the data must be accessible and free to the public unless made private under chapter 13. To the extent practicable, summary data and results of the Grantee Program funded with money from the clean water fund should be readily accessible on the Internet and identified as a Clean Water Fund Grantee Program.

14. Governing Law, Jurisdiction, and Venue.

Minnesota law, without regard to its choice-of-law provisions, governs this Grant Agreement. Venue for all legal proceedings out of this Grant Agreement, or its breach, must be in the appropriate state or federal court of competent jurisdiction in Ramsey County, Minnesota.

15. Termination.

The Council may cancel this Grant Agreement at any time, with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment for services prequalified and satisfactorily performed before the termination notice.

16. Data Disclosure.

Under Minn. Stat. § 270C.65, subd. 3, and other applicable law, the Grantee consents to disclosure of its federal employer tax identification number, and/or Minnesota tax identification number, already provided to the Council, to federal and state tax agencies and Council personnel involved in the payment of Council obligations. Grantee will require compliance with this Section 16 by Grantee's subrecipient of Grant funds and shall submit evidence of such compliance to Council as requested.

17. Notices.

In addition to any notice required under applicable law to be given in another manner, any notices required hereunder must be in writing and must be personally served or sent by email or United States mail, to the business address of the party to whom it is directed. The business address is the address specified below or such different address as may be specified, by either party by written notice to the other:

To the Grantee at:

Andy Nelson, Environmental Coordinator
600 Town Center Parkway, Lino Lakes, MN 55014
651-982-2465
ANelson3@linolakes.us

To the Council's Authorized Representative at:

Name: Brian Davis or successor
Title: Principal Engineer
Mailing Address: 390 North Robert Street
St. Paul, MN 55101
Phone: (651) 602-1519
E-Mail Address: brian.davis@metc.state.mn.us

18. Miscellaneous.

18.1 Report to Legislature. As provided in Minn. Stat. § 3.195, the Council must submit a report on the expenditure and use of money appropriated under the Clean Water Fund to the legislature by January 15 of each year. The report must detail the outcomes in terms of additional use of Clean Water Fund resources, user satisfaction surveys, and other appropriate outcomes. The grantee agrees to provide to the Council by January 1 of each year a report on any user satisfaction surveys it has related to this Grantee Program, and other appropriate outcomes of the Grantee Program as prescribed in Section 18.3 of this Agreement.

18.2 Supplement. The funds granted under this agreement are to supplement and shall not substitute for traditional sources of funding. Grantee certifies to the Council that there was and is no traditional Grantee sources of funding for the City to help fund 80% of the subject water efficiency rebate or grant work.

18.3 Measurable Outcomes. A Grantee Program or program receiving funding from the Clean Water Fund must meet or exceed the constitutional requirement to protect, enhance, and restore water quality in lakes, rivers and streams and to protect groundwater and drinking water from degradation. A Grantee Program or program receiving funding from the Clean Water Fund must include measurable outcomes, as defined in Minn. Stat. § 3.303, subdivision 10, and a plan for measuring and evaluating the results. A Grantee Program or program must be consistent with current science and incorporate state-of-the-art technology. All information for funded Grantee Program work, including the proposed measurable outcomes, must be made available for publication on the web site required under Minn. Stat. § 3.303, subdivision 10, as soon as practicable and forwarded to the Council and the Legislative Coordinating Commission under the provisions of Minn. Stat. § 3.303, subd. 10. The Grantee must compile and submit all information for funded Grantee Programs or programs, including the proposed measurable outcomes and all other items required under Minn. Stat. § 3.303, subdivision 10, to the Council and, if requested by the Council, the Legislative Coordinating Commission as soon as practicable or by January 15 of the applicable fiscal year, whichever comes first.

18.4 Minn. Stat. § 16B.98. Grants funded by the Clean Water Fund must be implemented according to section 16B.98 and must account for all expenditures.

18.5 Benefit to Minnesota Waters. Money from the Clean Water Fund may only be spent on Grantee Programs that benefit Minnesota waters.

18.6 Website. If the Grantee has information on its website about the water efficiency grant program under Minn. Stat. § 114D.50, the Grantee will when practicable in accordance with Minn. Stat. § 114D.50, subd. 4(f) prominently display on the Grantee's website home page the Legacy logo accompanied by the phrase "Click here for more information." When a person clicks on the Legacy logo image, the website must direct the person to a web page that includes both the contact information that a person may use to obtain additional information, as well as a link to the Council's and Legislative Coordinating Commission Website required under section 3.303, subdivision 10.

18.7 Future Eligibility. Future eligibility for money from the Clean Water Fund is contingent upon the Grantee satisfying all application requirements related to Council's fulfillment of Minn. Stat. § 114D.50 as well as any additional requirements contained in 2021, 1st Special Session, Chapter 1, Article 2, Section 8.

18.8 Prevailing Wages. The Grantee agrees to comply with all of the applicable provisions contained in chapter 177 of the Minnesota Statutes, and specifically those provisions contained in Minn. Stat. §§ 177.41 through 177.435, as they may be amended, modified or replaced from time to time with respect to the Grantee Program. By agreeing to this provision, the Grantee is not acknowledging or agreeing that the cited provisions apply to the Grantee Program.

18.9 Disability Access. Where appropriate, Grantee of clean water funds, in consultation with the Council on Disability and other appropriate governor-appointed disability councils, boards, committees, and commissions, should make progress toward providing greater access to programs, print publications, and digital media for people with disabilities related to the programs the recipient funds using appropriations made in this agreement.

18.10. General Provisions.

(i) Lawsuit. This Grant shall be canceled if a court determines that the appropriation illegally substitutes for a traditional source of funding.

(ii) Termination Due to Lack of Funds. Grantee recognizes that Council's obligation to reimburse Grantee for eligible Grantee Program costs is dependent upon Council's receipt of funds from the State of Minnesota appropriated to Council under 2021 Session Laws, 1st Special Session, Chapter 1, Article 2, Section 8. Should the State of Minnesota terminate such appropriation or should such funds become unavailable to Council for any reason, Council shall, upon written notice to Grantee of termination or unavailability of such funds, have no further obligations for reimbursement or otherwise under this Grant Agreement. In the event of such written notice, Grantee has no further obligation to complete the Grantee Program as required by this Grant Agreement.

19. Default and Remedies.

19.1 Defaults. The Grantee's failure to fully comply with any of the provisions contained in this Grant Agreement constitute an event of default ("Event of Default").

19.2. Remedies. Upon an event of default, the Council may exercise any one or more of the following remedies:

- a. Refrain from disbursing the Grant.
- b. Demand that all or any portion of the Grant already disbursed be repaid to it, and upon such demand the Grantee shall repay such amount to the Council.
- c. Enforce any additional remedies the Council may have at law or in equity.

IN WITNESS WHEREOF, the parties have caused this agreement to be executed by their duly authorized representatives.

METROPOLITAN COUNCIL

By: _____
Regional Administrator, successor, or delegate

Date: _____

GRANTEE:

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

By: _____

Printed Name and Title

Date: _____

EXHIBIT A

(Application from community)

Metropolitan Council Water Efficiency Grant Application Form

Applicant Information:

Municipality: City of Lino Lakes
Municipal Utility: _____
Mailing Address: 600 Town Center Parkway, Lino Lakes, MN 55014

Primary Contact Information: Municipality primary authorized representative (all correspondence regarding the Water Efficiency Grant Program should be addressed to individual named below):

NAME: Andy Nelson
TITLE: Environmental Coordinator
STREET: 600 Town Center Parkway
CITY, ZIP: Lino Lakes, 55014
PHONE: 651-982-2465
EMAIL: ANelson3@linolakes.us

Secondary Contact Information: Municipality secondary authorized representative:

NAME: Michael Grochala
TITLE: Community Development Director
STREET: 600 Town Center Parkway
CITY, ZIP: Lino Lakes, 55014
PHONE: 651-982-2427
EMAIL: MGrochala@linolakes.us

Municipal Total Per Capita Water Use (2020): 88 (gallons per person-day)
Municipal Residential Per Capita Water Use (2020): 69 (gallons per person-day)
Municipal Ratio of Peak Month to Winter Month Water Use (2020): 3.4
Municipality's estimated annual water savings from proposed program: 4,620,000 (gallons)

Program Design:

Requested Grant Amount (must equal 80% of total program budget): \$ 32,000

Required Municipality Matching Amount (must equal 20% of total program budget): \$ 8,000

Total Program Budget (Requested Grant Amount + Match): \$ 40,000

Example Calculation:

Requested Grant Amount	\$16,000 (80% of total)
Required Municipality Matching Amount	\$4,000 (20% of total)
Total Program Budget	\$20,000 (100% of total)

Will your program be a grant program or rebate program? Rebate

Estimated Number of Items:

Item	Estimated Number
Toilets	
Irrigation Controllers	220
Clothes Washing Machines	
Irrigation Spray Sprinkler Bodies	
Irrigation System Audits	
Dishwashers	

Project Work Plan and Schedule:*

Task Description	Responsible Person	Start Date	Completion Date
Order 220 8-zone Rachio 3 smart irrigation controllers from Rachio.	Andy Nelson, Environmental Coordinator	July 1st, 2022	July 1st, 2022
Article describing program and application for residents to purchase controllers appears on City website.	Andrea Turner, Communications Specialist	August 1st, 2022 or when controller shipment arrives	When last controller is sold. Estimated to be summer 2024.
Handle all application review, controller sales, and receiving of installation photographs.	Administrative assistant staff (3 individuals)	August 1st, 2022 or date of 1st sale.	When last controller is sold and install photos submitted.
Tracking water usage data for properties that have smart irrigation controllers installed. Past water use can be added to spreadsheets as controllers are purchased. Usage data will be updated annually thereafter (as needed) to gage performance of controllers.	Utility Billing Clerk, Environmental Coordinator	As controllers are purchased.	Ongoing.
Final submittal of reporting documents to Met Council.	Andy Nelson, Environmental Coordinator	June of 2024.	At program's end. Estimated at June 30th, 2024.

*** Municipality may create own project plan and schedule form**

Communications to Property Owners:

How will your program be advertised (check all that apply):

Newsletter X

Print Media

Email

Twitter X

Website X

Radio

Television

Facebook X

Nextdoor

Other Social Media

Please attach examples of proposed newsletter, print media, or email communications.

Critical Points to Remember:

- The applying municipality must be served by a municipal public water supply system
- New construction and new developments are not eligible
- A portion of each eligible activity's cost must be paid by the property owner
- Funds are for rebates or grants only; consulting and city staff time are ineligible
- Grant recipients must display the Clean Water, Land and Legacy Amendment logo and the Metropolitan Council logo on program-related web pages and paper communications

EXHIBIT B

Clean Water Fund Water Efficiency Grant Program Overview & Goal, Structure, and Qualified Activities (should anything herein be contradicted by the Agreement language, the Agreement terms prevail).

Metropolitan Council Water Efficiency Grant Program



Overview

The Metropolitan Council (Council) will implement a water efficiency grant program effective July 1, 2022 to June 30, 2024. Grants will be awarded on a competitive basis to municipalities that are served by a municipal water system.

The Council will provide 80% of the program cost; the municipality must provide the remaining 20%. Municipalities will use the combined Council and municipality funds to run their own grant or rebate programs.

Grants will be made available in amounts with a minimum of \$5,000 and a maximum of \$50,000. Grantees will be required to provide estimated water savings achieved through this program for Clean Water, Land & Legacy Amendment reporting purposes.

Legislative Directive - Minnesota 2021 Session Law

\$625,000 the first year and \$625,000 the second year are for the water demand reduction grant program to encourage municipalities in the metropolitan area to implement measures to reduce water demand to ensure the reliability and protection of drinking water supplies. Fiscal year 2022 appropriations are available until June 30, 2023, and fiscal year 2023 appropriations are available until June 30, 2024.

Grant Program Goal

The goal of the water efficiency grant program is to support technical and behavioral changes that improve municipal water use efficiency in the seven-county metropolitan area.

Critical Points to Remember

- The applying municipality must be served by a municipal public water supply system
- New construction and new developments are not eligible
- A portion of each eligible activity's cost must be paid by the property owner
- Funds are for rebates or grants only; consulting and city staff time are ineligible
- Grant recipients must display the Clean Water, Land and Legacy Amendment logo and the Metropolitan Council logo on program-related web pages and paper communications

Grant Program Structure: Administration and Funding

The Water Efficiency Grant Program will be administered by Metropolitan Council Environmental Services (MCES) and will be funded with \$1,000,000 appropriated by the 2021 Minnesota Legislature. Grant applications will be reviewed and ranked by the MCES Water Supply Planning Unit staff. The remaining \$250,000 of this funding has been allocated to a different municipal water efficiency grant project.

Grants are only for water efficiency programs offering rebates or grants to property owners who are customers of the municipal water supply system and who replace specified water using devices with approved devices that use substantially less water.

Grants will be awarded to municipalities in amounts ranging from \$5,000 to \$50,000 for providing rebates or grants to property owners. Municipalities will be responsible for the design and operation of their rebate or grant program and its details. Grant payments to the municipality will be for 80% of approved program amounts. The municipality must provide the remaining 20% of the granted/rebated amount to the property owner. Municipality rebates or grants are eligible for reimbursement on device replacements conducted July 1, 2022 through June 30, 2024.

Here is an example of the grant funding design:

Metropolitan Council Grant Amount	\$16,000 (80% of total)
Municipality Match	\$4,000 (20% of total)
Municipality Grant/Rebate Program Total	\$20,000 (100% of total)

Eligibility

This grant program is limited to municipalities in the seven-county metropolitan area.

Municipalities eligible per above must apply to participate and, if approved, sign a standard Council Grant Agreement, before any eligible rebates or grants can be submitted for reimbursement. Agreements shall require that municipalities:

- Entirely pass through grants received (as is being done by MCES)
- Verify purchase of devices to receive grants
- Retain records and cooperate with any audits
- Conduct all communications with property owners and ensure all written communications to property owners include both the Clean Water, Land and Legacy Amendment and the Metropolitan Council’s logo
- Provide quantitative information for state reporting purposes

Eligible water efficiency devices consist of the following:

- Toilet replacement with a US EPA WaterSense labeled toilet
- Irrigation controller replacement with a US EPA WaterSense labeled controller, either weather-based or soil moisture-based
- Clothes washing machine replacement with a US DOE Energy Star labeled clothes washing machine
- Irrigation spray sprinkler body replacement with a US EPA WaterSense labeled spray sprinkler body
- Irrigation system audit by an Irrigation Professional certified by a US EPA WaterSense program
- Residential dishwasher replacement with a US DOE Energy Star labeled residential dishwasher

Expenses eligible for reimbursement are the out-of-pocket cost of the device and its installation only, not to include any owner labor costs. In addition, new construction and new developments are ineligible, as this program is intended as a current infrastructure replacement program.

Application Process

- Applicants must be served by a municipal public water supply system

- Municipalities will submit MCES supplied application form by March 31, 2022. Required information includes:
 - the municipality's rebate or grant program design and work plan
 - proposed examples of communications to property owners
 - requested total grant amount
 - estimated annual amount of water saved by the applying municipality
- Application form is available at: <https://metro council.org/Wastewater-Water/Funding-Finance/Available-Funding-Grants.aspx>
- Submit completed application to: brian.davis@metc.state.mn.us
- Metropolitan Council will notify municipalities of grant awards and provide grant agreements by April 29, 2022.

Proposal Selection Criteria

In the event that funds requested exceed funds available, the following criteria will be used to determine the amount granted to a given municipality:

- Municipalities with identified water supply issues in Master Water Supply Plan Community Profiles or Local Water Supply Plans
- Municipalities' ratio of peak monthly water use to winter monthly water use
- Municipalities' average residential per capita water use
- The order in which applications are received and until grant funds are completely committed

Funding Process and Reporting Requirements

- Utilizing forms provided by MCES, the following information must be reported on a quarterly basis:
 - Number, type and amount of rebates or grants provided to property owners, along with each property address
 - Estimated annual gallons of water saved per device installation
 - Municipality matching funds disbursed
 - Number of unmet funding requests from property owners, if any
- Upon review and confirmation of the above information, MCES will process a grant payment in the amount of 80% of approved total rebates or grants for the reporting period.
- MCES will provide confirmation of grant balances available upon request and reserves the right to amend grant agreements, in collaboration with grantee municipality, if quarterly reporting indicates rebate or grant programs will not fully utilize grant awards within the grant period.

Qualified Activities

- Residential dishwasher replacement with a US DOE Energy Star labeled residential dishwasher:

<https://www.energystar.gov/products/dishwashers>
- Toilet replacement with a US EPA WaterSense labeled toilet:

<https://lookforwatersense.epa.gov/products/Product-Search-Results-Toilets.html>
- Irrigation controller replacement with a US EPA WaterSense labeled controller, either weather-based or soil moisture-based:

<https://lookforwatersense.epa.gov/products/Product-Search-Results-IrrigationController.html>

<https://lookforwatersense.epa.gov/products/Product-Search-Results-SoilMoistureBasedIrrigationController.html>

- Clothes washing machine replacement with a US DOE Energy Star labeled clothes washing machine:

<https://www.energystar.gov/productfinder/product/certified-clothes-washers/results>

- Irrigation spray sprinkler body replacement with a US EPA WaterSense labeled spray sprinkler body:

<https://lookforwatersense.epa.gov/products/Product-Search-Results-Sprinkler.html>

- Irrigation system audit by an Irrigation Professionals certified by a US EPA WaterSense program:

<https://lookforwatersense.epa.gov/pros/>

Reporting Example

Property Street Address and Zip Code	(Select) Property Type:	(Select) Water Device Replaced:	Cost per Device (\$):	# of Devices:	Rebate or Grant per Device (\$)	Est. Annual Water (Gallons) Saved Per Device:	Calculated Totals:			
							Total Rebate or Grant	Municipality Contribution:	Eligible Grant Amount	Estimated Annual Water Saved (Gallons):
2094 Proviso Avenue	Residential	Clothes Washer	\$800.00	1	\$200.00	5,000	\$200.00	\$40.00	\$160.00	5,000
3452 Enola Drive	Residential	Irrigation Controller	\$250.00	1	\$150.00	20,000	\$150.00	\$30.00	\$120.00	20,000
994 Argentine Place	Residential	Irrigation Controller	\$200.00	1	\$150.00	20,000	\$150.00	\$30.00	\$120.00	20,000
5377 Shoreham Way	Residential	Toilet	\$350.00	1	\$125.00	7,000	\$125.00	\$25.00	\$100.00	7,000

EXHIBIT C Revision #

METROPOLITAN COUNCIL ENVIRONMENTAL SERVICES

**2022-2024 CLEAN WATER FUND WATER EFFICIENCY GRANT PROGRAM
GRANT AMENDMENT FORM**

NOTICE TO GRANTEE: Submission of this form is required to modify your city's agreement with Metropolitan Council Environmental Services (MCES) 2022-2024 Clean Water Fund Water Efficiency Grant Program (Grant Program).

After determination of your city's initial grant amount, completion and submission of this form is necessary when 1) you are requesting additional grant funds to meet unexpected rebate or grant demand, or 2) when your city has determined that the previously approved program's rebate or grant demand will not be met, requiring less grant funds than anticipated when the agreement was signed.

The process for modifying your agreement is as follows:

1. Your City's authorized representative submits one signed copy of Exhibit C to MCES, with an attachment itemizing requests for changes to prior granted amounts.
2. Upon receipt of signed Exhibit C, MCES Program Administrator obtains Council authorized signatures that modifies the agreement and returns a fully signed copy of Exhibit A indicating new grant amount to City's designated authorized representative.

Instructions: Indicate the date of your change request in #1 box. Indicate the number of this particular change request in #2 box (and in box at top of page – must match). Enter the current grant agreement amount (as MCES approved) in #3 box. If you wish to increase your municipality's grant amount, enter the amount you are requesting in #4 box. If you wish to decrease your grant amount due to less demand than anticipated, enter the amount in #5 box. Enter in #6 box the amount derived from adding #3 to #4 or derived from subtracting #5 from #3.

Grant Agreement #

1. Date of change request:

2. Change request number:

3. Current Grant Agreement Amount (as MCES approved):

4. Increase due to request for additional funding:

5. Decrease due to less demand:

6. Amended Grant Agreement Amount requested:

CITY NAME: _____

CITY AUTHORIZED REPRESENTATIVE (signature and date):

MCES PROGRAM ADMINISTRATOR APPROVAL (signature and date):

COUNCIL AUTHORIZED SIGNATURE AND DATE

Questions may be directed to the MCES Authorized Representative:

Brian Davis
MCES Principal Engineer
390 Robert Street North
St. Paul, MN 55101-1805
Phone: (651) 602-1519
Email: brian.davis@metc.state.mn.us

Andy Nelson
Environmental Coordinator
600 Town Center Parkway
Lino Lakes, MN 55014

May 5, 2022

The Metropolitan Council is pleased to award the city of Lino lakes the amount of \$24,000 as part of our 2022-2024 Water Efficiency Grant Program. The amount of matching funds required from your city, based on the grant award above, is \$6,000. Your city is one of 37 in the Twin Cities Metropolitan Area that applied for and was accepted into this grant program. We are pleased to report that all available grant funds have been awarded and that all applicants will receive an award.

The amount of funds requested totaled \$1,401,920, while the amount of funds available is \$1,000,000. Because funds requested exceed funds available, a set of ranking factors and an objective scoring system were used to distribute the available funds.

Below are some critical points to remember:

- New construction and new developments are not eligible.
- Funds are for rebates or grants only; consulting and city staff time are ineligible.
- Grant recipients must display the Clean Water, Land and Legacy Amendment logo and the Metropolitan Council logo on all documents which are intended for public use.

The Clean Water, Land and Legacy Amendment is available here: <http://www.legacy.leg.mn/legacy-logo/legacy-logo-download>

To obtain electronic and print versions of the Metropolitan Council logo, please contact me at brian.davis@metc.state.mn.us.

As you prepare your municipality's program, please be aware that the following information must be reported on a quarterly basis, on forms to be provided by the Metropolitan Council:

- Number, type and amount of rebates or grants provided to property owners, along with each property address
- Estimated annual gallons of water saved per installation
- Municipality matching funds disbursed
- Electronically scanned copies of receipts to verify the cost of eligible devices being reported

Reporting forms and instructions will be made available in summer 2022 on our website:

<http://www.metrocouncil.org/Wastewater-Water/Funding-Finance/Available-Funding-Grants.aspx>

Quarterly reporting periods and reporting form due dates are shown below.

Quarterly Period	Reporting Form Due Date
July 1, 2022 – September 30, 2022	October 31, 2022
October 1, 2022 – December 31, 2022	January 31, 2023
January 1, 2023 – March 31, 2023	April 30, 2023
April 1, 2023 – June 30, 2023	July 31, 2023
July 1, 2023 – September 30, 2023	October 31, 2023
October 1, 2023 – December 31, 2023	January 31, 2024
January 1, 2024 – March 31, 2024	April 30, 2024
April 1, 2024 – June 30, 2024	July 31, 2024

In early May, a Grant Legal Agreement will be mailed to your city for signature. Completion instructions will be provided in that mailing.

Again, congratulations on your grant award. We look forward to working with you to increase the water efficiency of our region.

Sincerely,



Brian M. Davis, Ph.D, P.G., P.E.
Principal Engineer, Water Supply Planning
Phone: 651-602-1519
brian.davis@metc.state.mn.us



**CITY COUNCIL
AGENDA ITEM 6B**

STAFF ORIGINATOR: Michael Grochala, Community Development Director

MEETING DATE: May 23, 2022

TOPIC: Consider Resolution No. 22-64, Authorizing 2023 LCCMR Application for Water Stewardship

VOTE REQUIRED: 3/5

INTRODUCTION

Staff is requesting City Council's authorization to submit a 2023 LCCMR application for funding implementation of Water Stewardship Program.

BACKGROUND

The City of Lino Lakes municipal water system currently provides drinking water to over 17,000 residents and over 200 businesses. The City draws its public water supply from the Prairie Du Chien/Jordan Aquifer. Concern over decreasing lake levels of White Bear Lake led to court imposed restrictions on municipal water appropriation permits and the formation of the North and East Metro Groundwater Management Area. The DNR identified the area, including Lino Lakes, as an area of specific concern where groundwater resources are at risk of overuse and degraded quality.

Public education is an important component of the City's water conservation plan. One method, previously discussed by the City Council, is to provide timelier meter readings. More frequent access to data will allow residents to self-monitor water use and identify problems sooner and adjust accordingly. Better and timelier information is anticipated to result in a decrease in water use. In order to do this, additional hardware and software is required.

Staff is currently proposing to implement a tower based radio read system that, coupled with 1 gallon resolution meters, radio transceivers and a customer portal, would enable real-time feedback on water use to residents. The system would also provide customer alerts base on use patterns and provide operating information to water utility staff.

The Phase 1 project would include installation of an antenna and based station for city-wide continuous data collection, software for analytics and customer portal, and acquisition and install of Sensus SmartPoint radio transceivers. The City system currently has approximately 2,600 hundred meters that can be programmed to read at one gallon resolution. Of these approximately 800 already have the correct radio to begin use of the system. The plan would include equipping the remaining 1,800 programmable meters with the new radio system.

The estimated cost of the Phase 1 program is \$424,000 and would provide service to approximately 50% of municipal customers over a three year implementation period. The

balance of the system (Phase II) would be completed over 6 to 8 years through annual change out of existing hardware through the water operating budget.

The water utility budget currently includes \$50,000 annually for technology upgrades. A possible funding source to assist with project implementation are Environmental and Natural Resources Trust Fund (ENRTF) dollars via a proposal to the Legislative-Citizen Commission on Minnesota Resources (LCCMR).

The LCCMR is accepting applications through May 26, 2022. Staff is proposing to submit a request for \$200,000 to assist with initial capital costs and rollout of the program.

RECOMMENDATION

Staff is recommending approval of Resolution No. 22-64.

ATTACHMENTS

1. Resolution No. 22-64

CITY OF LINO LAKES

RESOLUTION NO. 22-64

**RESOLUTION AUTHORIZING GRANT APPLICATION TO THE MINNESOTA
LEGISLATIVE-CITIZEN COMMISSION ON NATURAL RESOURCES**

WHEREAS, the City of Lino Lakes (“City”) is located within the North and East Metro Groundwater Management Area, identified by the Minnesota Department of Natural Resources as an area of specific concern where groundwater resources are at risk of overuse and degraded quality, and

WHEREAS, the City’s Water Conservation Plan establishes a goal to achieve a decreasing trend in per capita water use; and

WHEREAS, providing water users with information to assist with and drive behavioral changes is critical to reducing water use, and

WHEREAS, the Legislative-Citizen Commission on Minnesota Resources (LCCMR) reviews proposals that aim to protect, conserve, preserve and enhance Minnesota’s air, water, land, fish wildlife and natural resources. The LCCMR makes funding recommendations to the Minnesota legislature from the Environment and natural Resources Trust Fund (ENRTF).

NOW, THEREFORE BE IT RESOLVED by the City Council of The City of Lino Lakes that a proposal to the LCCMR requesting funding is supported and hereby approved.

Adopted by the Council of the City of Lino Lakes this 23rd day of May, 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 6C**

STAFF ORIGINATOR: Michael Grochala, Community Development Director

MEETING DATE: May 23, 2022

TOPIC: Consider Resolution No. 22-65, Approving Participation in the Anoka County CDBG and HOME programs.

VOTE REQUIRED: 3/5

INTRODUCTION

Staff is requesting council consideration to participate in the Anoka County Housing and Urban Development (HUD) programs.

BACKGROUND

Anoka County administers receipt of federal Housing and Urban Development (HUD) funds from the Community Development Block Grant and HOME programs.

The Community Development Block Grant (CDBG) program is the federal government's primary program for promoting community revitalization. CDBG provides annual grants on a formula basis to Anoka County. The CDBG program has three national objectives:

- Benefit low and moderate income persons
- Aid in the prevention or elimination of slums or blight
- Meet community needs that present a serious or immediate threat to the health or welfare of the community

The HOME Investment Partnerships Program (HOME) provides formula grants to localities to fund a wide range of activities including building, buying, and/or rehabilitating affordable housing for rent or homeownership or providing direct rental assistance to low-income people. HOME is the largest Federal block grant to state and local governments designed exclusively to create affordable housing for low-income households.

HOME program funds are awarded annually as formula grants to participating jurisdictions. The program's flexibility allows local governments to use HOME funds for grants, direct loans or loan guarantees.

Every three years the County must complete an Urban Requalification process to continue receiving and administering funds. As part of the process, the County is required to notify participating communities of the option to be excluded from the County's funding cycles for the next 3 years.

If the City chooses to opt out of the County program, the City would be able to apply for grants individually through the HUD Small Cities or State CDBG and HOME programs, but will not be eligible to receive funds through Anoka County for the next three years.

The City is currently a participant in the County's program. CDBG and HOME funds, provided by Anoka County, have previously been used in the City for the Vicky Lane Sanitary Sewer improvements, Lakewood Apartment Building and the former YMCA Teen Center.

Given the complexities and time involved with administering grants through the program, participation in the County's program has been preferred over opting out. Additionally, there is no additional costs to the City to participate in the County's program.

RECOMMENDATION

Staff is recommending approval of Resolution No. 22-65, Approving participation in the Anoka County CDBG and HOME programs.

ATTACHMENTS

1. Resolution No. 22-65

**CITY OF LINO LAKES
RESOLUTION NO. 22-65**

**APPROVING PARTICIPATION IN ANOKA COUNTY CDBG AND HOME
PROGRAM**

WHEREAS, the County of Anoka is competing the Urban Requalification process to receiving and administer Federal Housing and Urban Development (HUD) funds from the Community Development Block Grant Program and the HOME (Home Investment Partnerships Program); and

WHEREAS, the County is required to notify participating cities of the option to be excluded from Anoka County's "Urban County" funding cycles for federal fiscal years 2023 through 2025; and

WHEREAS, the City of Lino Lakes finds that it is in the best interests of the city to remain a participate in with Anoka County;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LINO LAKES, MINNESOTA, that the City will continue to participate in the Anoka County CBDG and HOME programs for federal fiscal years 2023 through 2025.

Adopted by the Council of the City of Lino Lakes this 23rd day of May, 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