

**CITY COUNCIL WORK SESSION AGENDA
CITY OF LINO LAKES**

**Tuesday, January 3, 2023
Community Room
6:00 P.M.**

1. Sunset/Main Street Roundabout, Michael Grochala, Anoka County
2. Organics Enclosure, Andy Nelson
3. 2023 Annual Appointments, Sarah Cotton
4. Appointments to Lino Lakes Advisory Boards, Sarah Cotton
5. Council Updates on Boards/Commissions, City Council
6. Adjourn

WORK SESSION STAFF REPORT
Work Session Item No. 1

Date: January 03, 2023
To: City Council
From: Michael Grochala, Community Development Director
Re: Main Street (CSAH 14)/Sunset Avenue (CR 53) Intersection Improvements

Background

Anoka County is proposing to reconstruct the intersection of Main Street and Sunset Avenue in 2024. The project is being proposed to address growing traffic volumes and safety concerns at the intersection. The proposed improvement include construction of a roundabout. A public “virtual” open house is planed from January 10 – 24th. An in-person open house is scheduled for January 25th at Sunrise Elementary School in Blaine.

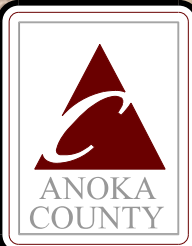
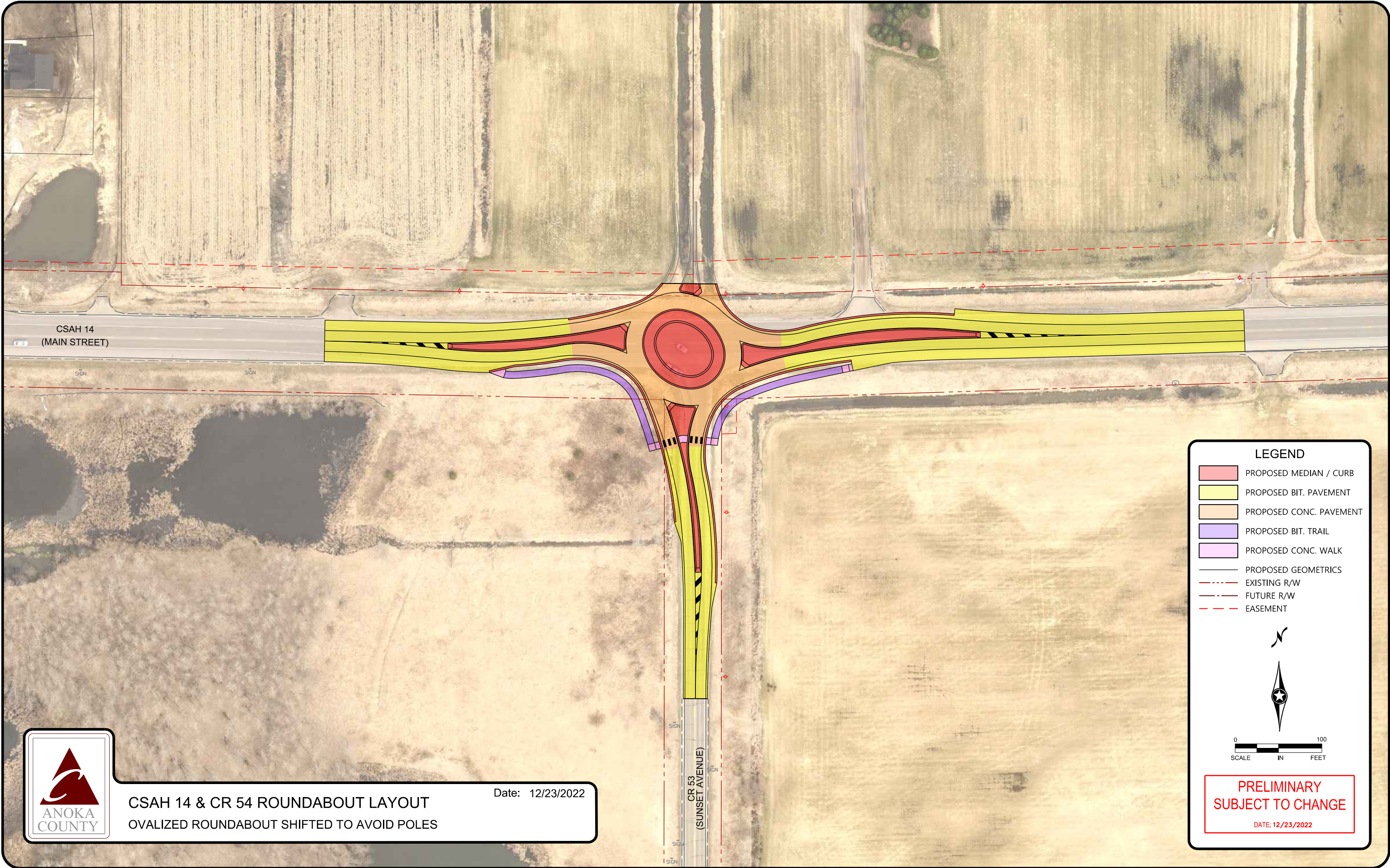
Representatives from Anoka County Highway Department will be present at the meeting to discuss the project and address any questions.

Requested Council Direction

Discussion only.

Attachments

1. Roundabout Layout dated December 23, 2022
2. Preliminary Schedule



CSAH 14 & CR 54 ROUNDABOUT LAYOUT
 OVALIZED ROUNDABOUT SHIFTED TO AVOID POLES

Date: 12/23/2022

LEGEND

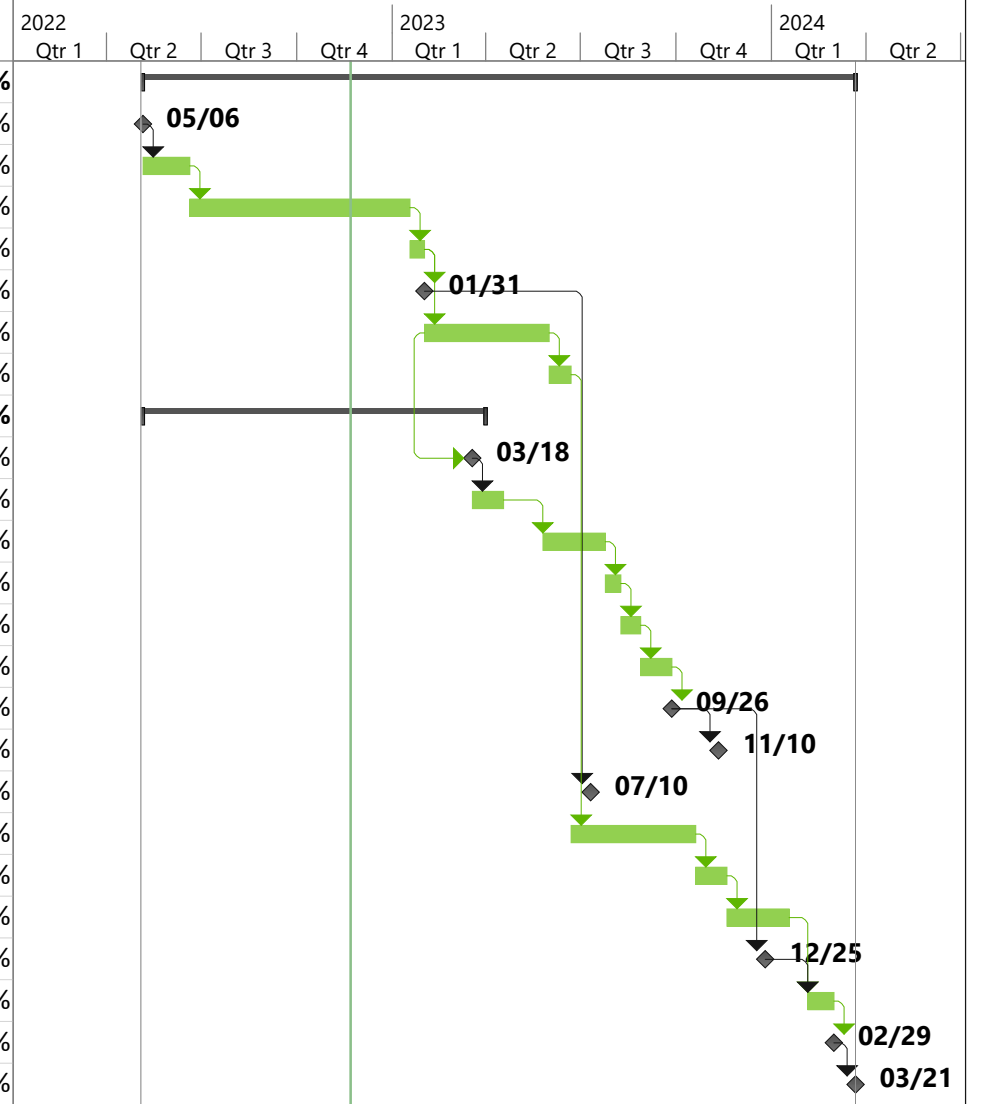
- PROPOSED MEDIAN / CURB
- PROPOSED BIT. PAVEMENT
- PROPOSED CONC. PAVEMENT
- PROPOSED BIT. TRAIL
- PROPOSED CONC. WALK
- PROPOSED GEOMETRICS
- EXISTING R/W
- FUTURE R/W
- EASEMENT

SCALE IN FEET

**PRELIMINARY
SUBJECT TO CHANGE**

DATE: 12/23/2022

ID	Task Mode	Task Name	Duration	Start	Finish	Predecessors	% Complete	2022								2023				2024	
								Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2				
1		CSAH 14 at Sunset RAB	686 days	Fri 05/06/22	Thu 03/21/24		0%														
2		Receive Survey and DTM	0 days	Fri 05/06/22	Fri 05/06/22		0%														
3		Preliminary Design	45 days	Fri 05/06/22	Sun 06/19/22	2	0%														
4		30% Plans	212 days	Mon 06/20/22	Tue 01/17/23	3	0%														
5		30% Plans Review	14 edays	Tue 01/17/23	Tue 01/31/23	4	0%														
6		PWC Item to negotiate JPA	0 days	Tue 01/31/23	Tue 01/31/23	5	0%														
7		60% Plans	120 edays	Tue 01/31/23	Wed 05/31/23	5	0%														
8		60% Plans Review	21 edays	Wed 05/31/23	Wed 06/21/23	7	0%														
9		PM (If necessary)	330 days	Fri 05/06/22	Fri 03/31/23		0%														
13		Limits to R/W	0 days	Sat 03/18/23	Sat 03/18/23	7SS+46 days	0%														
14		Preliminary Plat	30 days	Sun 03/19/23	Mon 04/17/23	13	0%														
15		Appraisals	60 days	Fri 05/26/23	Mon 07/24/23	14FS+38 days	0%														
16		Review Appraisals	15 days	Tue 07/25/23	Tue 08/08/23	15	0%														
17		Offer Letters	19 days	Wed 08/09/23	Sun 08/27/23	16	0%														
18		30 Day good Faith Negotiations	30 days	Mon 08/28/23	Tue 09/26/23	17	0%														
19		File for Condemnation	0 days	Tue 09/26/23	Tue 09/26/23	18	0%														
20		Condemnation Hearing	0 days	Fri 11/10/23	Fri 11/10/23	19FS+45 days	0%														
21		Execute JPA	0 days	Mon 07/10/23	Mon 07/10/23	6FS+160 days	0%														
22		95% Plans	120 days	Thu 06/22/23	Thu 10/19/23	8	0%														
23		95% Plan Review	30 days	Fri 10/20/23	Sat 11/18/23	22	0%														
24		100% Signed plans and Spec.	60 days	Sun 11/19/23	Wed 01/17/24	23	0%														
25		Possession Date	0 days	Mon 12/25/23	Mon 12/25/23	19FS+90 days	0%														
26		Advertisement	25 days	Mon 02/05/24	Thu 02/29/24	25FS+15 days,24FS+18 days	0%														
27		Bid Opening	0 days	Thu 02/29/24	Thu 02/29/24	26	0%														
28		Construction Can Begin	0 days	Thu 03/21/24	Thu 03/21/24	27FS+21 days	0%														



Project: CSAH 14 / Sunset RAB Date: Tue 11/22/22 STIP: TBD	Task		Project Summary		Manual Task		Start-only		Finish-only		External Tasks		Manual Progress		Deadline
	Split		Inactive Task		Duration-only		Finish-only		External Tasks		Manual Progress		Deadline		Progress
	Milestone		Inactive Milestone		Manual Summary Rollup		External Tasks		Manual Progress		Deadline		Progress		Progress
	Summary		Inactive Summary		Manual Summary		External Milestone		Manual Progress		Deadline		Progress		Progress

WORK SESSION STAFF REPORT
Work Session Item No. 2

Date: January 3rd, 2023
To: City Council
From: Andy Nelson, Environmental Coordinator
Re: Organics Enclosure

Background

The organics program in Lino Lakes has been growing rapidly, and has 473 participants as of December 21st, 2022. Participants currently drop their organics materials at four sites in the City. Each site has 90-gallon organics carts to accept the material. As use of these sites increases, more carts are added to accommodate the increased use. Eventually, the carts must be replaced with roll-off dumpsters in enclosures in order to keep the sites tidy while accommodating the increased use.

The City has received approval for \$25,000 in supplemental recycling grant funding from Anoka County to be used for an organics site enclosure. The best quote for an organics enclosure and concrete pad meeting city and hauler specifications came in at \$29,198. The remaining \$4,198 will be paid by SCORE grant funds for 2023.

Entering into the agreement was approved by the Council in Resolution No. 22-123 on October 10th, 2022.

The contract agreement required that the enclosure be fully built and functional by December 31st, 2022. After receiving comments from concerned residents near the project site during open mike at the October 24th, 2022 City Council meeting, staff was directed to reevaluate location options for the organics site.

Anoka County subsequently agreed to an extension of the agreement. Under the new terms, the site must be fully built and functional by June 1st, 2023. Failure to meet this deadline will result in losing the grant money.

Staff is seeking City Council approval of a second location in Sunrise Park that should better address the concerns of nearby residents.

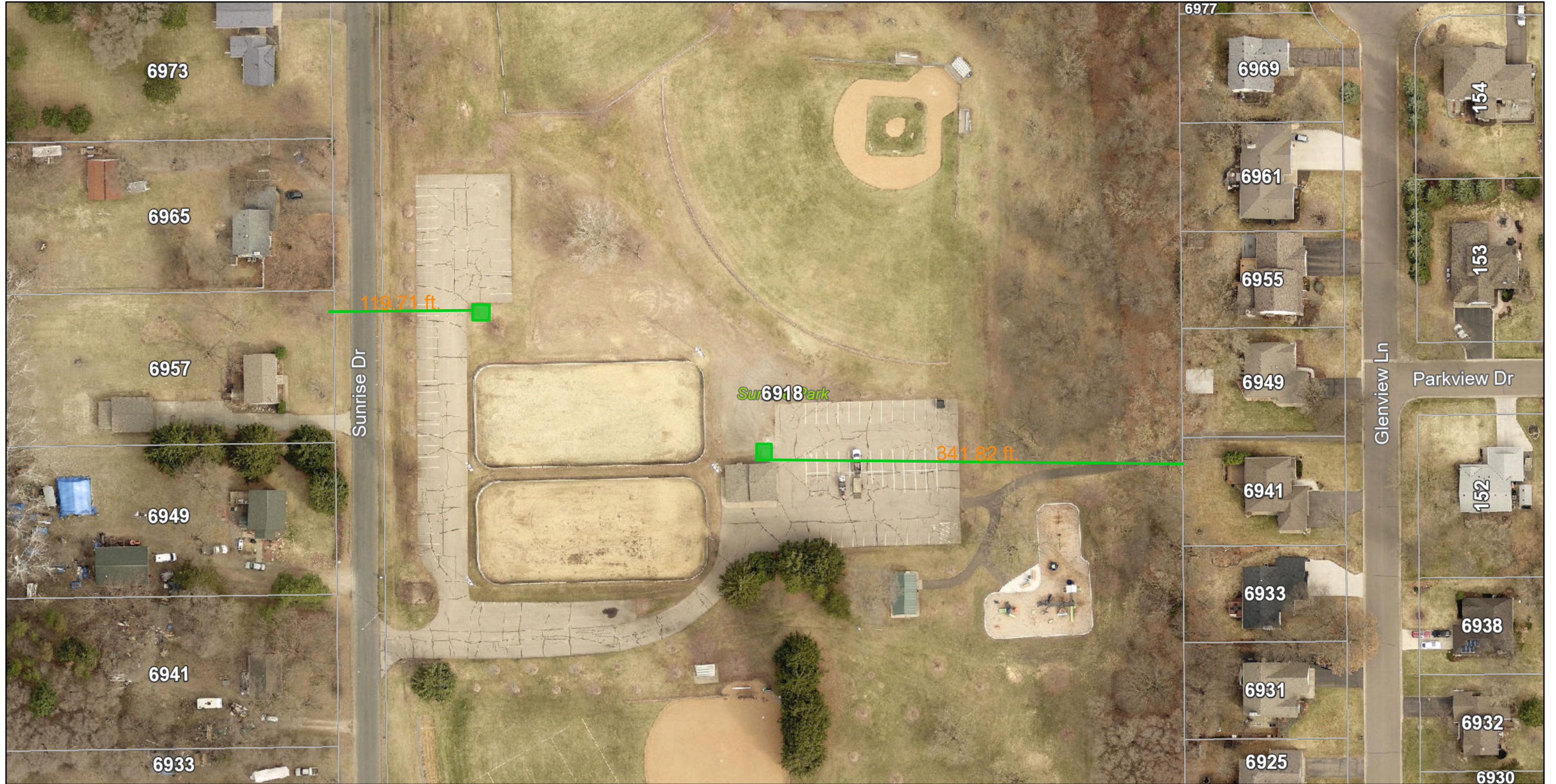
Requested Council Direction

Staff is requesting City Council direction to approve a location for an organics enclosure and move forward with construction in spring of 2023.

Attachments

1. Aerial photo of Sunrise Park
2. Aerial photo of Sunrise Park building

Sunrise Park Organics Locations



Address Labels

Parcels

City Mask



1 in = 80 Ft



December 21, 2022

Map Powered By Datafi





Proposed organics site location in Sunrise Park

WORK SESSION STAFF REPORT
Work Session Item No. 3

Date: January 3, 2023
To: City Council
From: Sarah Cotton, City Administrator
Re: Annual Appointments

Background

Below is the list of annual appointments the City Council considers each year. The Council will be asked to approve the 2023 appointments at the January 9, 2023, City Council meeting.

	2022	2023
1. Acting Mayor	Dale Stoesz	Dale Stoesz
2. Legal Newspaper	Quad Community Press	Quad Community Press
3. Legal Services	Barna, Guzy & Steffen Kennedy & Graven Rupp, Anderson, Squires, & Waldspurgen Geck, Duea & Olson	Barna, Guzy & Steffen Kennedy & Graven Rupp, Anderson, Squires, & Waldspurgen Geck, Duea & Olson
4. Labor Services	Barna, Guzy & Steffen Riley, Dettman & Kelsy BakerTilly	Barna, Guzy & Steffen Riley, Dettman & Kelsy BakerTilly
5. Fiscal Agent	BakerTilly	BakerTilly
6. Assessor	Anoka County	Anoka County
7. North Metro Telecommunications Committee	Dale Stoesz Tony Cavegn (Alternate)	Dale Stoesz Tony Cavegn (Alternate)
8. Vadnais Lake Watershed District	Rob Rafferty	Rob Rafferty
9. County Corrections Program	Chris Lyden John Swenson	Chris Lyden John Swenson
10. Joint Law Enforcement Council	Tony Cavegn John Swenson	Tony Cavegn John Swenson

11. Anoka Co. Fire Protection Council	Mike Ruhland Rob Rafferty (Alternate)	Mike Ruhland Rob Rafferty (Alternate)
12. City Depositories	First Resource Bank LMC 4M Fund PMA Financial Network PMA Securities Moreton Capital Markets US Bank	First Resource Bank LMC 4M Fund PMA Financial Network PMA Securities Moreton Capital Markets US Bank
13. City Treasurer ¹	Hannah Lynch	Hannah Lynch
14. City Engineer	WSB & Associates	WSB & Associates
15. Data Practices Officer	Julie Bartell	Sarah Cotton
16. City Auditor	Redpath & Company	Redpath & Company
17. Twin Cities Gateway	Sarah Cotton Dale Stoesz (Alternate)	Sarah Cotton Dale Stoesz (Alternate)
18. Anoka Co./Blaine Airport Advisory Council	Dean Quimby	Dean Quimby
19. Hearing Officer	John Swenson Rick DeGardner (Alternate)	John Swenson Rick DeGardner (Alternate)
20. Local Board of Appeal & Equalization Training	Mike Ruhland Rob Rafferty	Mike Ruhland Rob Rafferty Chris Lyden
21. Secretarial Services	TimeSaver, Inc.	TimeSaver, Inc.

¹The City Council delegates the authority to make electronic funds transfers to the City Treasurer. The City Treasurer may delegate certain duties to finance staff, but shall remain responsible for the transfer program.

Requested Council Direction

Discuss whether any changes or modifications are needed to the 2023 appointments.

Attachments

None

WORK SESSION STAFF REPORT
Work Session Item No. 4

Date: January 3, 2023
To: City Council
From: Sarah Cotton, City Administrator
Re: Appointments to Lino Lakes Advisory Boards

Background

Openings for the City’s advisory boards and committees were advertised and applications have been received for terms expiring December 31, 2022. Attached is an outline of the applicants for each of the boards or committees.

- Environmental Board – 3 seats, 3 applicants
- Park Board – 3 seats, 3 applicants
- Planning & Zoning Board – 3 seats, 7 applicants
- EDAC – 3 seats, 4 applicants

Appointment terms are 3 years with the exception of one Planning and Zoning Board seat that had a resignation; therefore, that seat is a one-year term.

Requested Council Direction

The Council will discuss whether to interview incumbents and/or new applicants, and establish a date to conduct interviews, if so desired.

Attachments

Advisory Board Applicant List

2023-2025 Advisory Board and Committee Applicants

Environmental Board - 3 Seats, 3 Applicants

1. Alexander Schwartz (Incumbent)
2. Shawn Holmes (Incumbent)
3. Julia Nelson (New)

Park Board – 3 Seats, 3 Applicants

1. William Kusterman (Incumbent)
2. Kellie Schmidt (New)
3. Kathy Ballering (New)

Planning & Zoning - 3 Seats*, 7 Applicants

**One seat is a 1-year term*

1. Perry Laden (Incumbent)
2. Patrick Kohler (New)
3. Sara Jo R. Stewart (New)
4. Ken Kennedy (New)
5. Delight DeMulling (New)
6. Tom Cheesebrow (New)
7. Logan Nugent (New)

EDAC – 3 Seats, 4 Applicants

1. Patrick Kohler (Incumbent)
2. Chad Wagner (Incumbent)
3. Nathan Vojtech (Incumbent)
4. Logan Nugent (New)