



CITY COUNCIL AGENDA

Monday, May 8, 2023

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*

BOARD OF APPEAL AND EQUALIZATION, 5:30 P.M.

Council Chambers (not televised)

1) Motion to: Recess Local Board of Appeal and Equalization regarding PID's 28-31-22-32-0027 and 05-31-22-24-0010 until May 22, 2023 at 5:30 PM

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Stoesz
SECONDER:	Lyden
AYES:	Cavegn, Lyden, Stoesz, Ruhland, Rafferty

COUNCIL WORK SESSION

Following the Board of Appeal and Equalization, if time allows

Community Room (not televised)

1. Review Regular Agenda

CITY COUNCIL MEETING, 6:30 P.M.

- Call to Order and Roll Call
6:37 PM. All present.
- Pledge of Allegiance
- Open Mike / Public Comment *(in person or received in writing prior to meeting)*
No Public comment received.
- Setting the Agenda: Addition or deletion of agenda items

SPECIAL PRESENTATION

Forest Lake Area Schools, Superintendent Steve Massey

1. CONSENT AGENDA

- A) Consider Approval of Expenditures for May 8, 2023 (Check No. 118538 through 118581) in the Amount of \$106,905.71
- B) Consider Approval of April 24, 2023 Council Work Session Minutes
- C) Consider Approval of April 24, 2023 Council Meeting Minutes
- D) Consider Approval of May 1, 2023 Council Work Session Minutes
- E) Consider Approval of Resolution No. 23-39 for a Solicitor License for Legacy Restoration
- F) Consider Approval of Resolution No. 23-41 for a Special Event Permit for Blue Heron Elementary PTO
- G) Consider Approval of 1st Quarter 2023 Financial Report
- H) Consider Approval of Resolution No. 23-42 for a Special Event Permit for Rice Lake Elementary PTO

i) Motion to: Approve the Consent Agenda as presented

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Ruhland
SECONDER:	Lyden
AYES:	Ruhland, Lyden, Stoesz, Cavegn, Rafferty

2. FINANCE DEPARTMENT REPORT

No report

3. ADMINISTRATION DEPARTMENT REPORT

- A) Consider Appointment of Paid On-Call Firefighter, Meg Sawyer

i) Motion to: Approve the Appointment of Michael Carlson as a Paid On-Call Firefighter

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Lyden
SECONDER:	Stoesz
AYES:	Lyden, Stoesz, Ruhland, Cavegn, Rafferty

- B) Consider Appointment of Community Service Officer, Meg Sawyer
 - i) **Motion to: Approve the Appointment of Adam Crowl as a Community Service Officer**

RESULT: CARRIED [UNANIMOUS]
MOVER: Ruhland
SECONDER: Stoesz
AYES: Ruhland, Stoesz, Lyden, Cavegn, Rafferty

4. PUBLIC SAFETY DEPARTMENT REPORT

- A) Consider Resolution No. 23-40, Approving the Use of All-Terrain Vehicles on Blanchard Blvd, John Swenson
 - i) **Motion to: Approve Resolution 23-40**

RESULT: CARRIED [UNANIMOUS]
MOVER: Lyden
SECONDER: Stoesz
AYES: Lyden, Stoesz, Ruhland, Cavegn, Rafferty

5. PUBLIC SERVICES DEPARTMENT REPORT

No report

6. COMMUNITY DEVELOPMENT REPORT

- A) ~~Consider Resolution No. 23-43, Approving Agreement for the Acquisition of Property—Water Treatment Plant, Michael Grochala~~ **TO FOLLOW**
- B) Consider Resolution No. 23-44, Approving Professional Services Agreement with WSB for Wetland Bank Prospectus, Michael Grochala
 - i) **Motion to: Approve Resolution 23-44**

RESULT: CARRIED [UNANIMOUS]
MOVER: Cavegn
SECONDER: Ruhland
AYES: Cavegn, Ruhland, Stoesz, Lyden, Rafferty

7. UNFINISHED BUSINESS

None

8. NEW BUSINESS




None

Adjournment

1) Motion to: Adjourn

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Ruhland
SECONDER:	Cavegn
AYES:	Ruhland, Cavegn, Stoesz, Lyden, Rafferty

Meeting adjourned at 7:01 PM.

<i>Community Calendar – A Look Ahead</i>		
May 8, 2023 through May 22, 2023		
 Wednesday, May 10	6:30 pm, Council Chambers	Planning & Zoning Board
 Monday, May 22	6:00 pm, Community Room	Council Work Session
 Monday, May 22	6:30 pm, Council Chambers	City Council Meeting



Forest Lake Area Schools

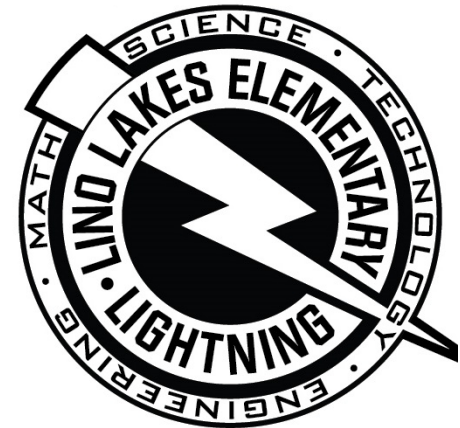
Steve Massey, Superintendent

Sara Stratton, Lino Lakes Elementary Principal

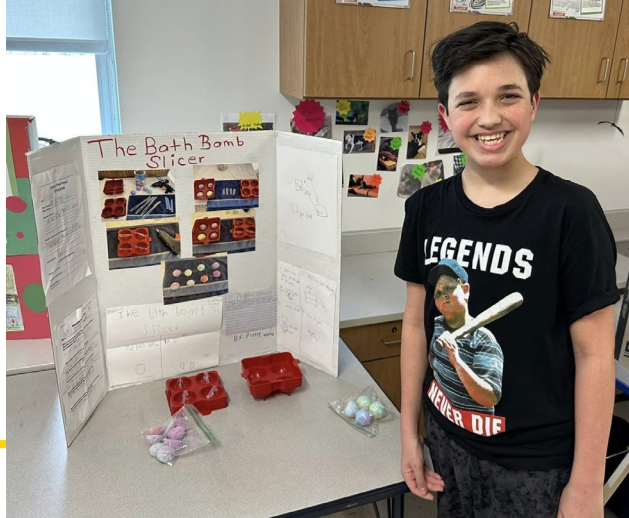
Jason Miller, Forest Lake Area MS Principal

Jim Caldwell, Forest Lake Area HS Principal

Lino Lakes Elementary STEM School



STEM at Lino Lakes



LINO LAKES ELEMENTARY STEM IDENTITIES



Observer

1

SEPTEMBER

OCTOBER

2

Questioner

Investigator

3

NOVEMBER

DECEMBER

4

Analyzer &
Math Reasoner

Explainer

5

JANUARY

FEBRUARY

6

Problem
Solver

Engineer

7

MARCH

APRIL

8

Communicator

Reflector

9

MAY

Forest Lake Area Middle School

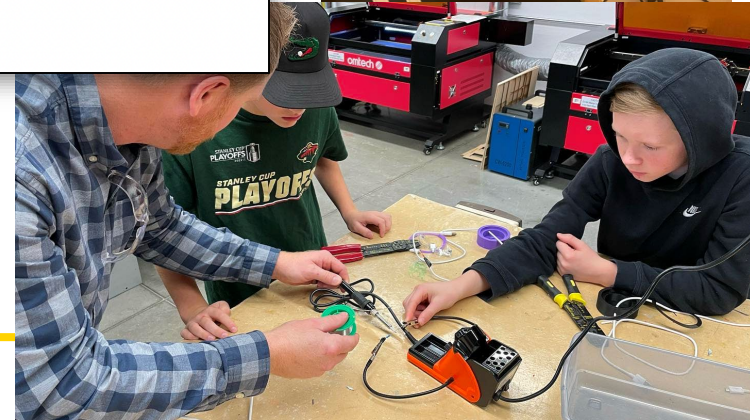
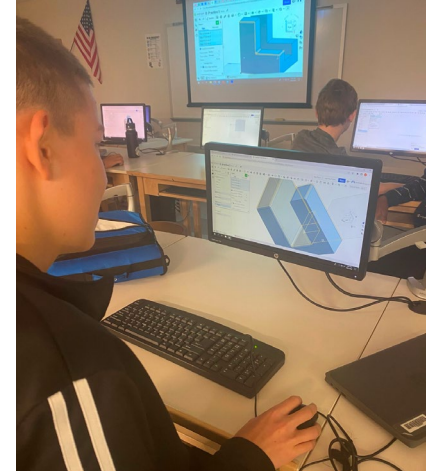


Middle School Learning Statement

At FLAMS we seek to design experiences where students learn to:

- Respect and see value in oneself and others
- Collaborate effectively
- Ask questions and think critically
- Connect and apply their skills and passions to the real world
- Innovate solutions to complex problems
- See struggle as a stepping stone toward success

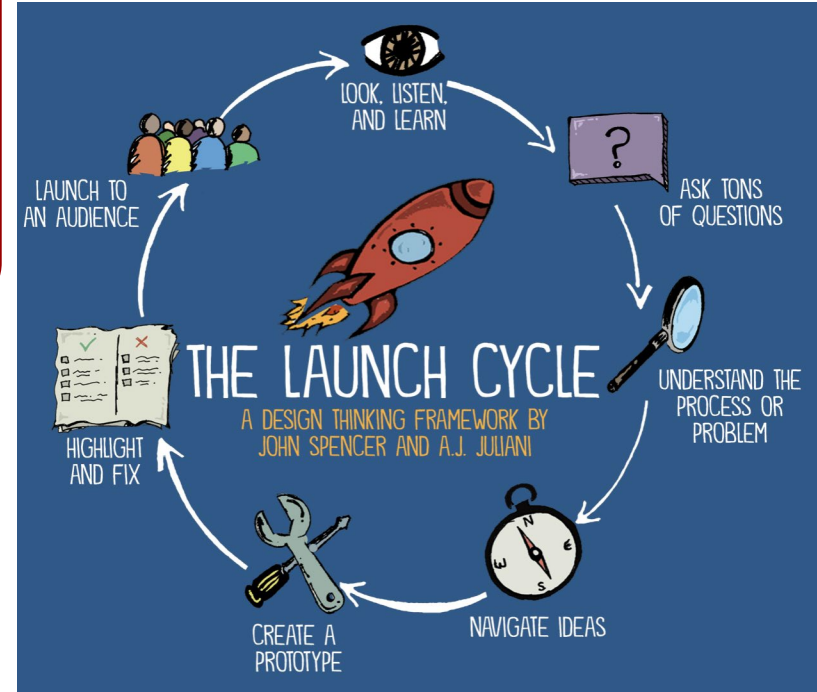
At FLAMS we create experiences that inspire learning



Forest Lake Area Middle School



Creation of a Middle Level Program that offers gateway experiences for students in each of the career pathways

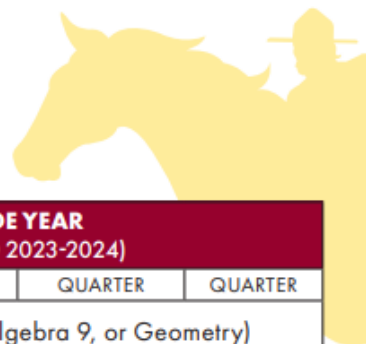


CAREER CLUSTERS



Forest Lake Area Middle School:

COURSE OF STUDY PLAN



7TH GRADE YEAR (IMPLEMENTED 2022-2023)				
QUARTER	QUARTER	QUARTER	QUARTER	
1	MATH (Pre-Algebra, Algebra 8, or Algebra I)			
2	ENGLISH 7 (Honors option)			
3	LIFE SCIENCE			
4	SOCIAL STUDIES			
5	CAREER GATEWAY EXPERIENCES			Health 7
	Adventures in Global Agriculture (Ag)	Media Arts I (Arts, Com, and Info Systems)	Exploring Industrial Technology (Eng, Man, & Tech)	
6	Visual Art I or *Music (every other day)			
	Physical Education (every other day)			
7	World Language or 21st Century Communication		Exploring Healthy Living	
*Music Choice Options - Band, Orchestra, Choir				

8TH GRADE YEAR (IMPLEMENTED 2023-2024)				
QUARTER	QUARTER	QUARTER	QUARTER	
1	MATH ((Algebra 8, Algebra 9, or Geometry)			
2	ENGLISH 8 (Honors option)			
3	PHYSICAL SCIENCE			
4	SOCIAL STUDIES			
5	CAREER GATEWAY EXPERIENCES			Media Arts II
	Entrepreneurship in the 21st Century (Business Ed)	Healthy You & Beyond (Health Science)	Be The Change (Human Services)	
6	Physical Education		*Elective	
7	*Elective		*Elective	
*Students must take a visual arts elective course or a full year experience in music				

8th Grade Elective Options



Arts Requirement

- Visual Arts or Music

Agriculture

- STEM into Agriculture

Business

- Computers, Codes, & Games

FACS

- Foods & Nutrition

Industrial Technology

- Manufacturing & Construction Technology
- Power & Energy

PE & Health

- Fitness 4 Life
- Introduction to First Aid, Safety, & Prevention

World Language & Immersion



Forest Lake Area High School



Forest Lake Area High School



Forest Lake Area Schools

RANGER TERRITORY

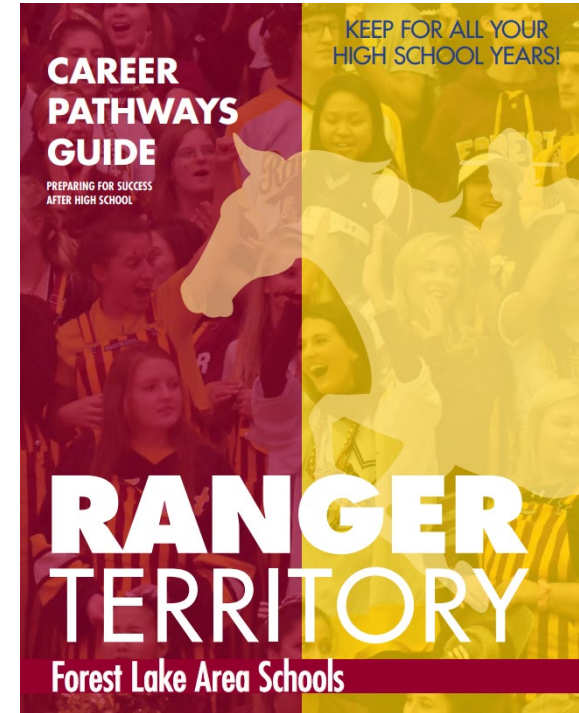
 <p>AGRICULTURE, FOOD, & NATURAL RESOURCES</p>	 <p>ARTS, COMMUNICATIONS & INFORMATION SYSTEMS</p>	 <p>ENGINEERING, MANUFACTURING & TECHNOLOGY</p>
 <p>BUSINESS, MANAGEMENT AND ADMINISTRATION</p>	 <p>HEALTH SCIENCE TECHNOLOGY</p>	 <p>HUMAN SERVICES</p>



Career Pathways @ FLAHS



- Animal/Plant Sciences
- Natural Resources
- Arts/Audio/Video Tech & Comm
- Information Technology
- Architecture/Construction
- Manufacturing/Automotive
- Engineering/Science
- Health Science
- Education/Human Services
- Law/Government
- Business/Mgmt/Admin
- Finance/Marketing



→ Supported by YST @ DLI Gran

Ranger U & Certifications



PATHWAY TO POST SECONDARY SUCCESS

How will you stack Ranger U courses, certifications, and real-world technical skill development to meet your goals?

WHAT IS RANGER U?

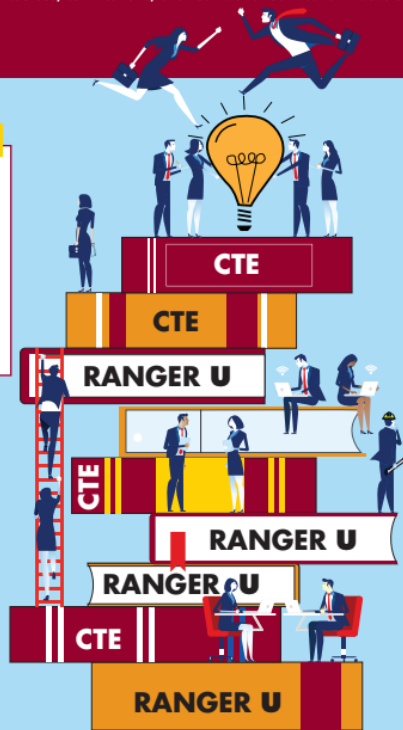
High school courses at FLAHS which can earn you free college credit.

COLLEGE CREDIT is earned through AP testing or concurrent enrollment (college transcribed credit + high school credit).

Over 60 offerings.



HOW TO FULFILL
YOUR COLLEGE
"GENERALS" IN HIGH
SCHOOL:
(BASED ON THE MN
TRANSFER CURRICULUM)



WHAT IS CTE?

(CAREER TECHNICAL EDUCATION)

High school courses at FLAHS which teach you real-world technical skills through hands-on coursework.

Expose you to related career fields.

CERTIFICATIONS are earned through a variety of CTE classes.

Over 50 offerings.





2023

***ASSESSOR'S
REPORT***

*BOARD OF APPEAL AND
EQUALIZATION*

2023 Local Board of Appeal and Equalization

Agenda

May 08, 2023

1. Call the Board of Review to Order
2. Roll Call
3. Read Official Notice of the Board of Review
4. Board Chair outlines the ground rules for the meeting. The specific ground rules may vary for each local board but should include:
 - Purpose of the meeting;
 - Remind property owners that only appeals for the current year valuation or classification may be made. The 2023 board is to review the assessment as of January 2, 2023, which will be used to compute the property taxes payable in 2024. Prior years' assessments or taxes (including taxes payable in 2023) are not within the jurisdiction of the board;
 - The order of the appellants - by appointment first, followed by walk-ins on a first-come basis. The board will also receive written appeals from property owners. The secretary will record the required information (name, mailing address, telephone number, and address of property, etc.)
 - The expectations of the appellant when presenting their appeal (i.e. the appeal must be substantiated by facts; where the appellant should stand or sit; the appellant should be prepared to answer questions posed by the board, etc.);
 - Time limits imposed (if any);
 - The procedure the board will follow for making decisions (Will the board hear all appeals before making any decisions? Will the board send a letter to appellants to inform them of the decision? Etc.) The Board may correct any erroneous valuation and add any omission of properties or increase of value after due process. The total decrease of valuations may not exceed one percent of the total valuation of the taxing district;
5. The Board Chair should give the assessor the opportunity to present a brief overview of the property tax process and a recap of the current assessment.
6. Appellants should then present their appeals to the board.

If the assessor has had a chance to review the property prior to the meeting, the assessor can present facts and information either supporting the valuation or classification or recommend that the board make a change. If the assessor has not had a chance to review the property prior to the meeting, the board may ask the assessor to review the property and present his/her findings to the board at a reconvene meeting.
7. Recess or Close the Meeting.

(If needed, the meeting will be reconvened at a date to be determined. The Board of Appeal and Equalization of any city must complete its work and adjourn within twenty days from the time of convening as specified in the notice of the clerk, unless a longer period is approved by the Commissioner of Revenue. No action taken after such date shall be valid.)

Understanding Your Assessment and Appeal Options

Assessment Process Timeline

In Minnesota it is the duty of the Assessor to value and classify property. This is done annually as of the assessment date of **January 2nd**. Each year's assessment is based on arms-length transactions (sales that meet the criteria of an open market transaction, see [market value definition below](#)) that occurred the **previous October thru September**. When the assessment is completed the local taxing jurisdictions begin their budgeting process for the following year. They use the total assessment to determine their tax base and develop their tax rates (formerly referred to as mill rates). All aspects of the assessment, including but not limited to the assessment date, sales period for each assessment and property tax classification are dictated by state statute and under the oversight of the Minnesota Department of Revenue.

Market Value Defined

As in private appraisal, Market Value is defined as:

The most probable price that a property should bring in a competitive and open market under all condition's requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by any undue stimulus. Implicit in this definition are the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

- *buyer and seller are typically motivated;*
- *both parties are well informed or well advised, and acting in what they consider their own best interests;*
- *a reasonable time is allowed for exposure in the open market;*
- *payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto;*
- *the price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale (a foreclosure sale or a short sale [a sale to avoid foreclosure] is not considered an arms-length transaction).*

Mass Appraisal Defined

Property values for Minnesota real estate tax purposes are determined via mass appraisal. Mass appraisal is the practice of determining individual values based on statistical analysis of a group of sales for a large area. The values are determined as of a specific date and are based on arms-length transactions that occurred during a specified sales period.

Sales Statistics Defined

We have the ability by using statistical analysis to test the accuracy of the assessment. We use these statistics to ensure equity between properties at the neighborhood, municipal and county levels. The Minnesota Department of Revenue also uses these same techniques to test for equity between counties. The primary statistics used are:

Median Ratio: This is a measure of central tendency that is the midpoint of a group of sales ratios when arrayed from low to high. The median is a useful statistic as it is not affected by extreme ratios.

Aggregate Ratio: This is the total market value of all sale properties divided by the total sale prices. It, along with the mean ratio, gives an idea of our assessment level. Within the city, we constantly try to achieve an aggregate and mean ratio of 94% to 95% to give us a margin to account for a fluctuating market and still maintain ratios within state mandated guidelines. Also referred to as the **Weighted Mean**.

Mean Ratio: The mean is the average ratio. We use this ratio not only to watch our assessment level, but also to analyze property values by development, type of dwelling and value range. These studies enable us to track market trends in neighborhoods, popular housing types and classes of property.

Coefficient of Dispersion (COD): The COD measures the accuracy of the assessment. It is possible to have a median ratio of 93% with 300 sales, two ratios at 93%, 149 at 80% and 149 at 103%. Although this is an excellent median ratio, there is obviously a great inequality in the assessment. The COD indicates the spread of the ratios from the mean or median ratio.

The goal of a good assessment is a COD of 10 to 20. A COD under 10 is considered excellent and anything over 20 will mean an assessment review by the Department of Revenue.

Price Related Differential (PRD): This statistic measures the equality between the assessments of high and low valued property. A PRD over 100 indicates a regressive assessment, or the lower valued properties are assessed at a greater degree than the higher. A PRD of less than 100 indicates a progressive assessment or the opposite. A perfect PRD of 100 means that both higher and lower valued properties are assessed exactly equal.

Appeals Procedure

Each spring Anoka County sends out a property tax bill (based on the prior year assessment) along with the Notice of Valuation and Classification. Three factors that affect the tax bill are:

1. The amount your local governments (town, city, county, etc.) spend to provide services to your community;
2. The **estimated market value** of your property;
3. The **classification** of your property (how it is used).

The assessor determines the final two factors. You may appeal the value or classification of your property as described on the next page.

Informal Appeal

- Property owners are encouraged to call the appraiser or assessor whenever they have questions or concerns about their market value, classification of the property, or the assessment process.
- Almost all questions can be answered during this informal appeal process.
- When taxpayers call questioning their market value, every effort is made to make an appointment to inspect properties that were not previously inspected.
- If the data on the property is correct, the appraiser can show the property owner other sales in the market that support the estimated market value.
- If errors are found during the inspection, or other factors indicate a value reduction is warranted, the appraiser can easily make the changes at this time.

Local Board of Appeal and Equalization

- The Local Board of Appeal and Equalization is typically made up of city council members or township board members. In certain cases, a special board is appointed and typically consists of real estate professionals.
- The Board meets during late April and early May.
- Taxpayers can make their appeal in person or by letter.
- If an interior inspection is denied no adjustment can be made to value per MN Statute.
- The assessor is present to answer any questions and present evidence supporting their value.

County Board of Appeal and Equalization

- In order to appeal to the County Board of Appeal and Equalization, a property owner must first appeal to the Local Board of Appeal and Equalization.
- The County Board of Appeal and Equalization follows the Local Board of Appeal and Equalization in the assessment appeals process.
- Again, if an interior inspection is denied no adjustment can be made to value per MN Statute.
- Their role is to ensure equalization among individual assessment districts and classes of property.
- Decisions of the County Board of Appeal and Equalization can be appealed to the Minnesota Tax Court.

Minnesota Tax Court

The Tax Court has statewide jurisdiction. Except for an appeal to the Supreme Court, the Tax Court shall be the sole, exclusive and final authority for the hearing and determination of all questions of law and fact arising under the tax laws of the state. There are two divisions of tax court: the small claims division and the regular division.

The **Small Claims Division of the Tax Court** only hears appeals involving one of the following situations:

- The assessor's estimated market value of the property is less than \$300,000
- The entire parcel is classified as a residential homestead and the parcel contains no more than one dwelling unit.
- The entire property is classified as an agricultural homestead.
- Appeals involving the denial of a current year application for homestead classification of the property.

The proceedings of the small claims division are less formal and property owners often represent themselves. There is no official record of the proceedings. ***Decisions made by the small claims division are final and cannot be appealed further. Small claims decisions do not set precedent.***

The **Regular Division of the Tax Court** will hear all appeals, including those with the jurisdiction of the small claims division. ***Decisions made here can be appealed to a higher court.***

The principal office for the Tax Court is in St. Paul. However, the Tax Court is a circuit court and can hold hearings at any other place within the state so that taxpayers may appear with as little inconvenience and expense to the taxpayer as possible. Appeals of property located in Anoka County are heard at the Anoka County Courthouse. Three judges make up the Tax Court. Each may hear and decide cases independently. However, a case may be tried before the entire court under certain circumstances.

The petitioner must file in tax court on or before April 30 of the year in which the tax is payable.

Lino Lakes Assessment Overview

Lino Lakes Assessment Staff

Name	Position	License Level	Responsibility
Alex Guggenberger	County Assessor	SAMA	Countywide Oversight
Jim Ryan	Senior Appraiser	CMA - IQ	Commercial/Industrial/Apartments/Exempt
Shawn Halligan	Residential Appraiser	AMA	Residential 1-3 Units

City of Lino Lakes Property Breakdown

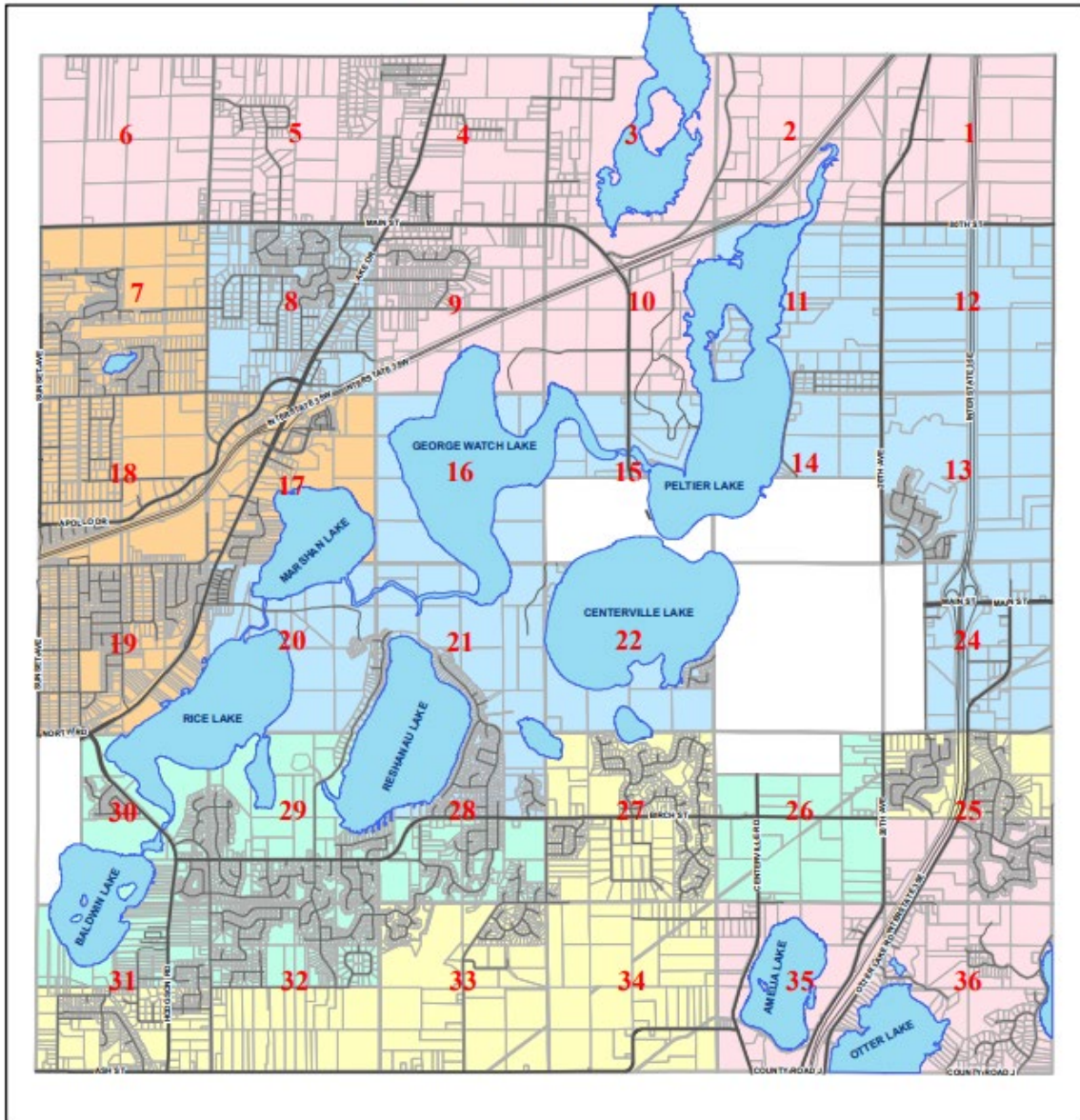
Property Type	Number of Parcels
Vacant Residential	674
Improved Residential	7,342
Agricultural (Vacant & Improved)	162
Apartment (Vacant & Improved)	8
Commercial/Industrial (Vacant & Improved)	206
Public Utility	26
Mobile Homes	96
Exempt	684
Total	9,198

2023 Assessment

As part of this mass appraisal process, all properties are re-valued annually based on the information on record. Properties are physically inspected, and property records reviewed once every 5 years (as statutorily required). This is an ongoing process whereby 20% (referred to as quintile) of a city is inspected each year so that in a cycle of 5 years all properties have been inspected at least once. In addition to this quintile review, properties are also inspected when there is a building permit issued or at the request of the property owner. The sale of a property does not initiate a reassessment. The map on the next page depicts the residential quintile plan for the next 5 years. Quintile Maps are also available on our Public Website. For further information go to: <https://www.anokacountymn.gov/DocumentCenter/View/20020/LinoLakes>

Lino Lakes

5 Year Quintile Map



© Projects/Assessor/5YearQuintileMap/2020

As stated earlier, Minnesota state law governs the assessment date, which is January 2nd of each year, as well as the sales periods associated with each assessment date.

The 2022 assessment which was used for tax calculations this year (2023) was based on transactions that closed between October 1st, 2020 and September 30th, 2021. Property owners were notified of their 2022 value on their **Notice of Valuation and Classification** (also referred to as a **valuation notice**). The notices were mailed out in March of 2022 in the same envelope as the tax statement. The appeals process took place at the municipal level during the month of April of 2022 and at the county level in June of 2022. At this point, if a property owner wishes to appeal their 2022 assessment (for taxes payable 2023) their only option is to file a tax court petition. This must be done no later than April 30th, 2023.

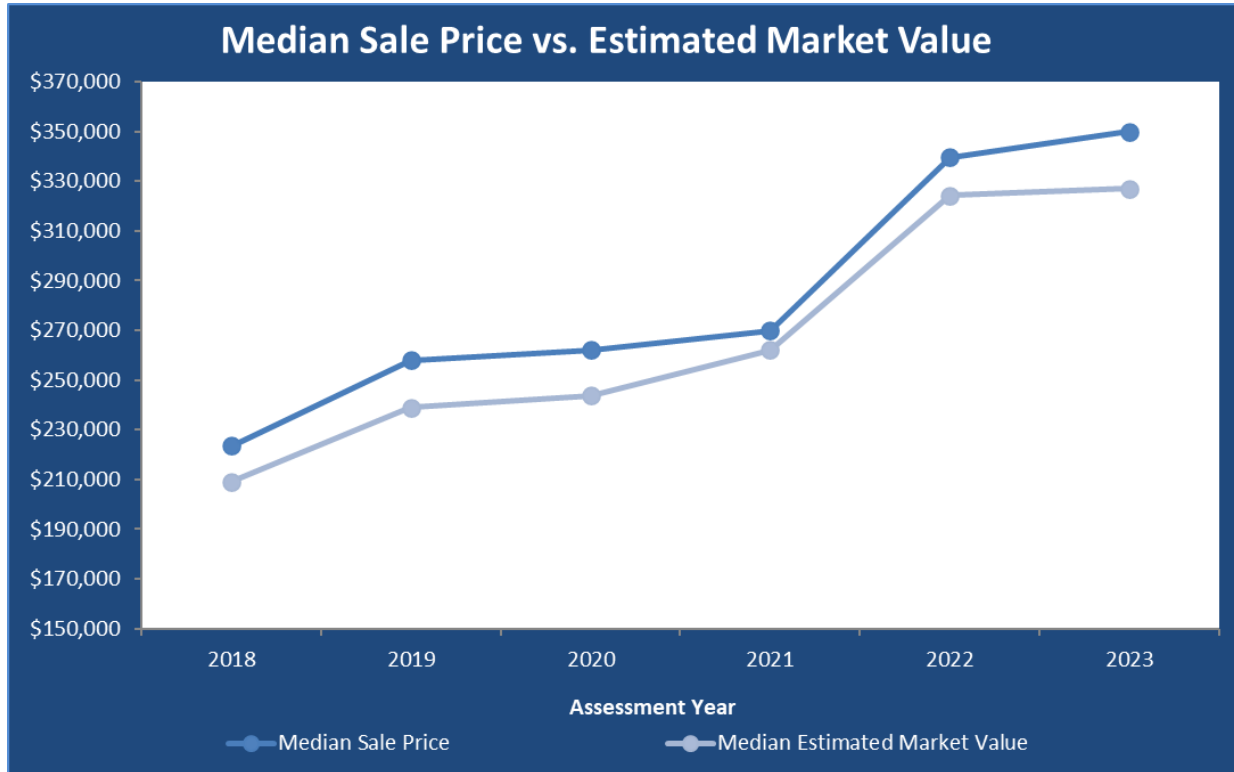
The 2023 assessment was completed in February and the valuation notices were mailed the week of March 20th. The 2023 assessed value will be used for tax calculation purposes next year. The sales period associated with this assessment is October 1st, 2021 thru September 30th, 2022. As with past assessments, the local appeals process will begin in April and finish up in June. The options and requirements to appeal this assessment are listed on the back of the valuation notice. If a property owner has an issue with their 2023 assessment, the first thing they should do is contact their local assessor. The phone numbers are listed on their valuation notice.

Please note that only arms-length sales that closed between October 1st, 2021 and September 30th, 2022 have been used to determine valuations for the 2023 assessment, for taxes payable in 2024.

The following chart may be helpful in following the timeline of your assessment:

SALES PERIOD	ASSESSMENT DATE	TAX YEAR
October 1, 2019 to September 30, 2020	January 2, 2021	2022
October 1, 2020 to September 30, 2021	January 2, 2022	2023
October 1, 2021 to September 30, 2022	January 2, 2023	2024

We are aware that due to the time frames we are required to work within it sometimes appears as though the assessor’s estimated market value does not represent the market. It seems lower than it should be during times of inflation and higher than it should be in times of deflation. The following chart illustrates the relationship between assessed values and actual sale prices; and how the assessor’s market values have been following the changes as they occur in the open market.



Note: The Median Assessor’s Estimated Market Value represents the homes that are in the sales study.

One important thing to remember is the assessment process is completed **before** the budgeting process begins. Assessors do not adjust values in order to increase revenue. There is little correlation between changes in assessments due to market changes and how the resulting real estate tax changes. When we adjust assessments due to market conditions, all properties are adjusted. The only time that an adjustment in an assessor’s estimated market value will have an impact on the increase or decrease in tax is if the change in value is due to value added for new construction or value removed due to demolition/destruction of an improvement.

2023 Sales Statistics – Residential

The table below uses various sales metrics to compare how the residential market in Lino Lakes performed compared to the rest of the county. The sales study figures were gathered using Northstar MLS data.

Metric	Lino Lakes	Countywide
Average Sale Price & % Change (YOY)	\$445,600(+8.47%)	\$379,500(+6.78%)
Median Sale Price % Change (YOY)	\$437,500(+9.38%)	\$349,900(+6.84%)
Median Days on Market (DOM)	14	12
# of Sales & % Change (YOY)	324(-21.55%)	5172(-21.60%)
# of Arm’s Length Sales & % Change (YOY)	323(-21.79%)	5131(-21.54%)
# of Non-Arm’s Length Sales & % Change (YOY)	1	41(-28.07%)

2023 Sales Ratio Statistics

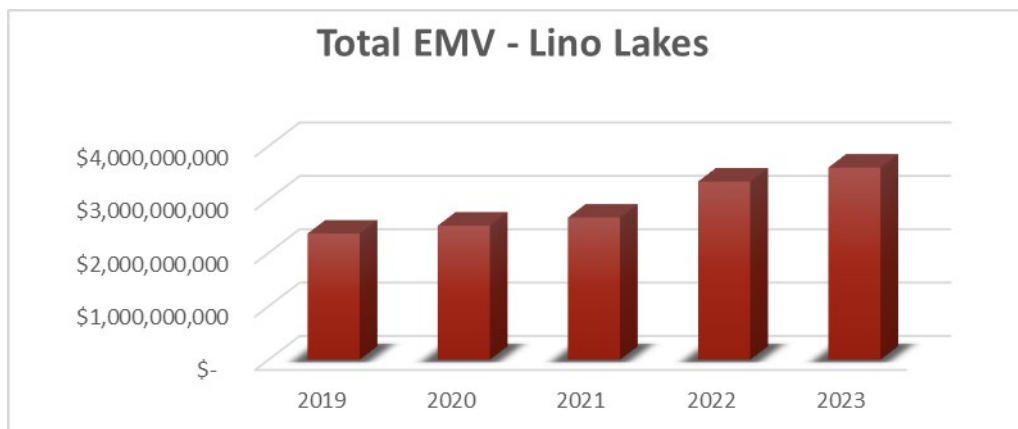
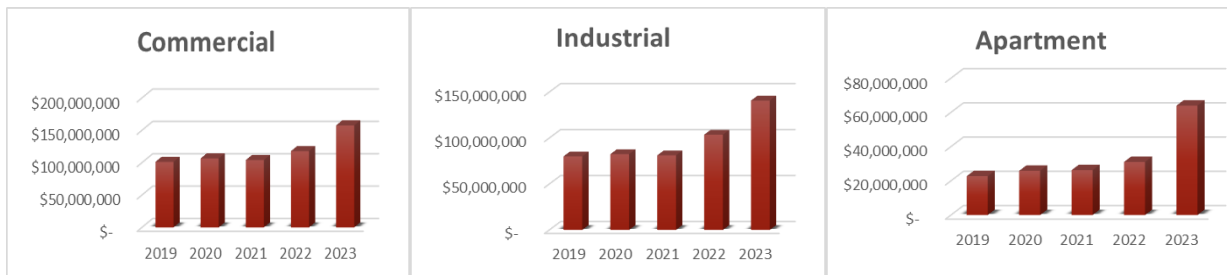
The tables below display the final adjusted sales ratios for Residential, Apartments, Commercial, and Industrial properties. All the numbers are within State of MN requirements and indicate a high-quality assessment with good equalization.

City/Township	Qualified Sales	Median Ratio	COD
Andover	412	94.41%	7.86
Anoka	203	94.94%	10.57
Bethel	11	94.27%	7.84
Blaine	1037	94.63%	6.82
Centerville	50	94.43%	5.61
Circle Pines	87	94.09%	7.15
Columbia Heights	324	94.10%	10.53
Columbus	33	94.52%	16.77
Coon Rapids	797	94.70%	6.30
East Bethel	141	94.89%	9.03
Fridley	358	94.51%	7.04
Ham Lake	158	94.45%	7.12
Lexington	14	95.24%	7.32
Lino Lakes	255	94.66%	6.30
Linwood	51	93.75%	12.65
Nowthen	27	95.08%	6.71
Oak Grove	68	95.64%	8.35
Ramsey	428	94.59%	8.90
Spring Lake Park	105	94.35%	6.66
St. Francis	125	94.55%	5.90
Countywide	4684	94.58%	7.62

Countywide			
Property Type	Number of Sales	Ratio	COD
Apartment	36	94.80%	12.25
Lino Lakes	1		
Commercial	53	94.45%	12.92
Lino Lakes	2		
Industrial	48	92.95%	16.15
Lino Lakes	3		

Market Value History

The graphs below indicate how aggregate values have changed over the last 5 years for each of the largest property types.



2023 Market Value Statistics & New Construction

The tables below indicate the percentage change (YOY) for each of the four largest property types as well as the total market value. The increase due to New Construction (NC) is also included in the table below.

Property Type	2023 EMV	% Increase/Decrease	% Increase Due to NC
Residential	\$ 3,174,377,300	4.89%	1.80%
Agricultural	\$ 58,333,800	4.47%	0.02%
Apartment	\$ 63,934,500	106.09%	40.63%
Commercial	\$ 157,624,900	33.77%	3.06%
Industrial	\$ 140,674,700	35.90%	0%
Total EMV	\$ 3,599,476,200	5.19%	2.44%



Expenditures

May 8, 2023

Check #118538 to #118581

\$106,905.71

Accounts Payable

Check Detail

User: jessica.eller
Printed: 05/03/2023 - 10:29AM



Check Number	Check Date		Amount
16 - Aid Electric Corporation Line Item Account			
118540	05/08/2023		
Inv	74092		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2023	Troubleshoot & Repair Light in Women's Bathroom	101-432-4300-503	328.89
Inv 74092 Total			328.89
Inv	74118		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2023	Power Study to Birch Well	601-494-4300-000	488.00
Inv 74118 Total			488.00
118540 Total:			816.89
16 - Aid Electric Corporation Total:			
			816.89
1781 - Air Mechanical Inc Line Item Account			
118541	05/08/2023		
Inv	2023-00544		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/24/2023	Permit Voided	101-000-3254-000	55.20
Inv 2023-00544 Total			55.20
118541 Total:			55.20
1781 - Air Mechanical Inc Total:			
			55.20
1657 - Aker Doors, Inc. Line Item Account			
118542	05/08/2023		
Inv	47256		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/24/2023	Garage Door Opener & Spring Replacement	101-432-4300-500	2,936.00
Inv 47256 Total			2,936.00
118542 Total:			2,936.00

1657 - Aker Doors, Inc. Total:	2,936.00
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33 - Anoka County Attorney's Office Line Item Account

118543 05/08/2023

Inv 16-005209

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2023	Forfeiture Distribution (Jewelry)	207-420-4300-000	0.09

Inv 16-005209 Total	0.09
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Inv 19-252696

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2023	Forfeiture Distribution (Cash & Jewelry)	207-420-4300-000	630.06

Inv 19-252696 Total	630.06
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Inv 21-054736

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2023	Forfeiture Distribution	207-420-4300-000	759.47

Inv 21-054736 Total	759.47
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118543 Total:	1,389.62
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33 - Anoka County Attorney's Office Total:	1,389.62
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54 - Aspen Mills, Inc. Line Item Account

118544 05/08/2023

Inv 312163

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/13/2023	Dept Exp - Explorer Jackets	101-420-4213-000	149.70

Inv 312163 Total	149.70
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Inv 312591

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/21/2023	Dept Exp - J. Zimmerman	101-420-4370-000	202.50

Inv 312591 Total	202.50
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Inv 312592

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/21/2023	Dept Exp - I. Simon	101-420-4370-000	202.50

Inv 312592 Total	202.50
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Inv 312716

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
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Check Number	Check Date		Amount
04/24/2023	Uniform Allowance - K. Tracy	101-420-4370-000	121.90
Inv 312716	Total		121.90
118544 Total:			676.60
54 - Aspen Mills, Inc. Total:			676.60
1547 - Baker Tilly Municipal Advisors, LLC Line Item Account			
118545	05/08/2023		
Inv	BTMA19634		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2023	Arbitrage Compliance - Rebate and Yield Reduction Report	335-470-4300-000	3,100.00
Inv BTMA19634	Total		3,100.00
118545 Total:			3,100.00
1547 - Baker Tilly Municipal Advisors, LLC Total:			3,100.00
69 - Batteries Plus Bulbs #028 Line Item Account			
118546	05/08/2023		
Inv	P59252636		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/24/2023	Batteries	602-495-4211-000	98.82
01/24/2023	Batteries	601-494-4211-000	98.82
Inv P59252636	Total		197.64
118546 Total:			197.64
69 - Batteries Plus Bulbs #028 Total:			197.64
117 - Central Pension Fund Line Item Account 101-000-2040-000			
118538	04/28/2023		
Inv	April 2023		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2023	Central Pension Fund	101-000-2040-000	5,760.00
Inv April 2023	Total		5,760.00
118538 Total:			5,760.00
117 - Central Pension Fund Total:			5,760.00
761 - Comcast Line Item Account 101-432-4321-502			

Check Number	Check Date		Amount
118547	05/08/2023		
Inv	0131882		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/24/2023	Phone & Internet Services	101-432-4321-502	371.70
Inv 0131882 Total			371.70
118547 Total:			371.70
761 - Comcast Total:			371.70
149 - Connexus Energy Line Item Account			
118548	05/08/2023		
Inv	April 2023		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2023	Electric	101-420-4381-000	31.87
04/27/2023	Electric	101-432-4381-500	839.26
04/27/2023	Electric	601-494-4381-000	1,385.90
04/27/2023	Electric	101-450-4381-000	70.26
04/27/2023	Electric	602-495-4381-000	971.56
04/27/2023	Electric	101-430-4385-000	1,781.05
Inv April 2023 Total			5,079.90
118548 Total:			5,079.90
149 - Connexus Energy Total:			5,079.90
1278 - Core & Main LP Line Item Account			
118549	05/08/2023		
Inv	S039894		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/21/2023	MXU's	601-494-4215-000	8,262.00
Inv S039894 Total			8,262.00
Inv	S705427		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/20/2023	Meters	601-494-4215-000	1,343.12
Inv S705427 Total			1,343.12
118549 Total:			9,605.12
1278 - Core & Main LP Total:			9,605.12
157 - Crown Marking, Inc. Line Item Account			
118550	05/08/2023		

Check Number	Check Date		Amount
Inv	OE-87228		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2023	Name Plates - J. Chaika	101-432-4200-000	52.81
Inv OE-87228 Total			52.81
118550 Total:			52.81
157 - Crown Marking, Inc. Total:			52.81
167 - Dalco, Inc. Line Item Account			
118551	05/08/2023		
Inv	4072632		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2023	Hair & Body Wash	202-451-4211-000	222.24
Inv 4072632 Total			222.24
Inv	4075922		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2023	Service Cleaning Equipment	101-432-4300-503	1,178.96
Inv 4075922 Total			1,178.96
118551 Total:			1,401.20
167 - Dalco, Inc. Total:			1,401.20
187 - Earl F. Andersen Line Item Account			
118552	05/08/2023		
Inv	0132351-IN		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2023	School Speed Limit Sign (2)	101-430-4223-000	261.25
Inv 0132351-IN Total			261.25
118552 Total:			261.25
187 - Earl F. Andersen Total:			261.25
193 - Emergency Automotive Technologies Line Item Account			
118553	05/08/2023		
Inv	CG040723-50		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/14/2023	Seat Cover #399	101-431-4221-000	179.10
Inv CG040723-50 Total			179.10

Check Number	Check Date		Amount
118553 Total:			179.10
193 - Emergency Automotive Technologies Total:			179.10
1826 - Endurance Fitness of MN, LLC Line Item Account			
118554	05/08/2023		
Inv	May 2023		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2023	May 2023 EF Monthly Fee	202-451-4411-000	11,665.00
Inv May 2023 Total			11,665.00
118554 Total:			11,665.00
1826 - Endurance Fitness of MN, LLC Total:			11,665.00
204 - Factory Motor Parts Company Line Item Account			
118555	05/08/2023		
Inv	159-083306		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2023	Purge Solenoid #505	101-431-4221-000	35.14
Inv 159-083306 Total			35.14
Inv	159-083587		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/21/2023	Stock Transmission Filter	101-431-4221-000	30.60
Inv 159-083587 Total			30.60
Inv	1-8578947		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/21/2023	Stock Transmission Fluid	101-431-4221-000	169.56
Inv 1-8578947 Total			169.56
Inv	1-8579062		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/21/2023	Stock Fuel Filter	101-431-4221-000	38.71
Inv 1-8579062 Total			38.71
Inv	1-8591981		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2023	Stock Fuel Filter (2)	101-431-4221-000	49.86
Inv 1-8591981 Total			49.86

Check Number	Check Date		Amount
Inv	41-601167		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/21/2023	Stock Fuel Filter	101-431-4221-000	38.71
Inv 41-601167 Total			38.71
118555 Total:			362.58
204 - Factory Motor Parts Company Total:			362.58
1458 - Fidelity Security Life Insurance Co. Line Item Account 101-000-2048-000			
118556	05/08/2023		
Inv	165766996		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2023	May Vision Insurance	101-000-2048-000	177.33
Inv 165766996 Total			177.33
118556 Total:			177.33
1458 - Fidelity Security Life Insurance Co. Total:			177.33
233 - GDO Law Line Item Account 101-414-4303-000			
118557	05/08/2023		
Inv	12451		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2023	May Prosecutor Contract	101-414-4303-000	8,750.00
Inv 12451 Total			8,750.00
Inv	12457		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2023	April Forfeitures	101-414-4303-000	52.50
Inv 12457 Total			52.50
118557 Total:			8,802.50
233 - GDO Law Total:			8,802.50
264 - Hardwood Creek Lumber, Inc. Line Item Account			
118558	05/08/2023		
Inv	12751		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2023	Wood Stakes & Lumber	101-463-4211-000	274.60
Inv 12751 Total			274.60

Check Number	Check Date		Amount
118558 Total:			274.60
264 - Hardwood Creek Lumber, Inc. Total:			274.60
271 - Hawkins, Inc. Line Item Account			
118559	05/08/2023		
Inv	6451710		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2023	Pool Chemical Supplies	202-451-4222-000	989.35
Inv 6451710 Total			989.35
118559 Total:			989.35
271 - Hawkins, Inc. Total:			989.35
273 - Haynes, Tricia Line Item Account			
118560	05/08/2023		
Inv	20230422		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2023	Earth Day The Toonies Enviro-Show - Final	101-462-4410-000	455.00
Inv 20230422 Total			455.00
118560 Total:			455.00
273 - Haynes, Tricia Total:			455.00
298 - Hugo Equipment Company Line Item Account			
118561	05/08/2023		
Inv	190752		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/14/2023	Tune-up Parts for Leaf Vacuum	101-431-4221-000	48.34
Inv 190752 Total			48.34
118561 Total:			48.34
298 - Hugo Equipment Company Total:			48.34
306 - Image Printing & Graphics, Inc Line Item Account			
118562	05/08/2023		
Inv	163990		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/24/2023	Business Cards - L. Chapman	601-494-4200-000	20.00

Check Number	Check Date		Amount
Inv 163990	Total		20.00
Inv 164028			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2023	Posters (3)	202-451-4340-000	63.00
Inv 164028	Total		63.00
Inv 164065			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2023	Business Cards - B. Holmes	101-422-4200-000	20.00
Inv 164065	Total		20.00
118562	Total:		103.00
306 - Image Printing & Graphics, Inc Total:			103.00
1177 - Innovative Office Solutions LLC Line Item Account			
118563	05/08/2023		
Inv	SUM-073452		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/30/2023	Binder Tabs, Address Labels, Batteries & Sharpies	101-432-4200-000	59.22
Inv SUM-073452	Total		59.22
118563	Total:		59.22
1177 - Innovative Office Solutions LLC Total:			59.22
1877 - iSpace Environments Line Item Account			
118564	05/08/2023		
Inv	23896		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/12/2023	Stacking Chairs (12)	202-451-4200-805	1,231.20
Inv 23896	Total		1,231.20
118564	Total:		1,231.20
1877 - iSpace Environments Total:			1,231.20
UB*00125 - JOHNSON, JASON & REBECCA Line Item Account			
118565	05/08/2023		
Inv			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
04/21/2023	Refund Check 021233-000, 6308 HODGSON RD	601-000-2020-000	137.13
Inv Total			137.13
118565 Total:			137.13
UB*00125 - JOHNSON, JASON & REBECCA Total:			137.13
338 - Kennedy & Graven, Chartered Line Item Account			
118566	05/08/2023		
Inv	173844		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2023	March Legal Police Officer 299A Claim	101-402-4310-000	343.00
Inv 173844 Total			343.00
118566 Total:			343.00
338 - Kennedy & Graven, Chartered Total:			343.00
1997 - Killey, Robert Line Item Account			
118567	05/08/2023		
Inv	4/6/2023		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/06/2023	Membership Change Refund	202-000-3470-000	31.34
04/06/2023	Membership Change Refund	202-000-2110-000	2.23
Inv 4/6/2023 Total			33.57
118567 Total:			33.57
1997 - Killey, Robert Total:			33.57
399 - Mansfield Oil Company Line Item Account 101-431-4212-000			
118568	05/08/2023		
Inv	24218154		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2023	Gasoline - 2,101 Gallons	101-431-4212-000	6,683.79
Inv 24218154 Total			6,683.79
118568 Total:			6,683.79
399 - Mansfield Oil Company Total:			6,683.79
480 - NCPERS Group Life Insurance Line Item Account 101-000-2040-000			

Check Number	Check Date		Amount
118539	04/28/2023		
Inv	April 2023		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2023	Life Insurance Premiums	101-000-2040-000	336.00
Inv April 2023 Total			336.00
			<hr/>
118539 Total:			336.00
			<hr/>
480 - NCPERS Group Life Insurance Total:			336.00
500 - Nystrom Publishing Company Line Item Account			
118569	05/08/2023		
Inv	46565		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/17/2023	Spring 2023 Newsletter	101-462-4343-000	194.69
04/17/2023	Spring 2023 Newsletter	101-401-4343-000	6,035.50
Inv 46565 Total			6,230.19
			<hr/>
118569 Total:			6,230.19
			<hr/>
500 - Nystrom Publishing Company Total:			6,230.19
1450 - Occupational Health Centers of MN, P.C. Line Item Account			
118570	05/08/2023		
Inv	103753568		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/06/2023	New Hire Testing	101-402-4300-000	107.00
Inv 103753568 Total			107.00
			<hr/>
118570 Total:			107.00
			<hr/>
1450 - Occupational Health Centers of MN, P.C. Total:			107.00
506 - Olson's Sewer Service, Inc. Line Item Account			
118571	05/08/2023		
Inv	100346		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/17/2023	Septic Cover	101-432-4211-500	105.42
Inv 100346 Total			105.42
			<hr/>
118571 Total:			105.42

Check Number	Check Date		Amount
506 - Olson's Sewer Service, Inc. Total:			105.42
509 - O'Reilly Automotive Stores Line Item Account			
118572	05/08/2023		
Inv	5914-241392		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2023	Brake Rotors & Pads #503	101-431-4221-000	603.50
Inv 5914-241392 Total			603.50
118572 Total:			603.50
509 - O'Reilly Automotive Stores Total:			603.50
552 - Press Publications, Inc. Line Item Account			
118573	05/08/2023		
Inv	772776		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2023	PHN Lil Explorers Childcare Center & Milestones Addition	801-000-2300-000	45.12
Inv 772776 Total			45.12
118573 Total:			45.12
552 - Press Publications, Inc. Total:			45.12
1884 - Rehbeins Black Dirt Line Item Account			
118574	05/08/2023		
Inv	12888		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/13/2023	Black Dirt	101-430-4229-000	64.00
Inv 12888 Total			64.00
Inv	12915		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2023	Black Dirt	101-430-4229-000	272.00
Inv 12915 Total			272.00
118574 Total:			336.00
1884 - Rehbeins Black Dirt Total:			336.00
1840 - Standard Insurance Company Line Item Account			
118575	05/08/2023		

Inv May 2023

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/17/2023	Life Insurance Premiums	101-418-4133-000	2.11
04/17/2023	Life Insurance Premiums	101-422-4133-000	5.63
04/17/2023	Disability Insurance Premiums	101-407-4133-000	44.47
04/17/2023	Disability Insurance Premiums	101-432-4133-000	3.12
04/17/2023	Life Insurance Premiums	101-450-4133-000	5.75
04/17/2023	Life Insurance Premiums	601-494-4133-000	4.46
04/17/2023	Life Insurance Premiums	101-420-4133-000	37.12
04/17/2023	Life Insurance Premiums	101-462-4133-000	0.25
04/17/2023	Life Insurance Premiums	101-000-2040-000	1,195.95
04/17/2023	Disability Insurance Premiums	603-496-4133-000	15.33
04/17/2023	Life Insurance Premiums	101-432-4133-000	0.19
04/17/2023	Disability Insurance Premiums	101-462-4133-000	3.45
04/17/2023	Life Insurance Premiums	101-407-4133-000	3.25
04/17/2023	Life Insurance Premiums	101-416-4133-000	1.25
04/17/2023	Life Insurance Premiums	101-431-4133-000	3.19
04/17/2023	Life Insurance Premiums	101-000-3730-000	0.06
04/17/2023	Life Insurance Premiums	602-495-4133-000	4.41
04/17/2023	Disability Insurance Premiums	601-494-4133-000	50.54
04/17/2023	Life Insurance Premiums	202-451-4133-000	7.94
04/17/2023	Life Insurance Premiums	101-000-2040-000	1,250.30
04/17/2023	Life Insurance Premiums	603-496-4133-000	1.01
04/17/2023	Life Insurance Premiums	101-402-4133-000	3.75
04/17/2023	Life Insurance Premiums	101-421-4133-000	2.88
04/17/2023	Disability Insurance Premiums	101-463-4133-000	4.31
04/17/2023	Disability Insurance Premiums	101-420-4133-000	537.39
04/17/2023	Disability Insurance Premiums	101-418-4133-000	25.87
04/17/2023	Disability Insurance Premiums	101-430-4133-000	81.48
04/17/2023	Life Insurance Premiums	101-430-4133-000	6.56
04/17/2023	Disability Insurance Premiums	101-422-4133-000	69.66
04/17/2023	Disability Insurance Premiums	101-402-4133-000	56.88
04/17/2023	Disability Insurance Premiums	602-495-4133-000	50.51
04/17/2023	Disability Insurance Premiums	101-416-4133-000	20.30
04/17/2023	Life Insurance Premiums	101-463-4133-000	0.31
04/17/2023	Disability Insurance Premiums	101-431-4133-000	40.64
04/17/2023	Disability Insurance Premiums	101-450-4133-000	75.52
04/17/2023	Disability Insurance Premiums	101-461-4133-000	5.16
04/17/2023	Disability Insurance Premiums	101-421-4133-000	46.38
04/17/2023	Disability Insurance Premiums	202-451-4133-000	102.25
04/17/2023	Life Insurance Premiums	101-461-4133-000	0.38

Inv May 2023 Total 3,770.01

118575 Total: 3,770.01

1840 - Standard Insurance Company Total: 3,770.01

638 - State of MN - Department of Finance Line Item Account

118576 05/08/2023

Inv 16-005209

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2023	Forfeiture Distribution (Jewelry)	207-420-4300-000	0.04

Check Number	Check Date		Amount
Inv 16-005209		Total	0.04
Inv 17-214444			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2023	Forfeiture Distribution	208-420-4300-000	1,033.81
Inv 17-214444		Total	1,033.81
Inv 19-252696			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2023	Forfeiture Distribution (Cash & Jewelry)	207-420-4300-000	315.03
Inv 19-252696		Total	315.03
Inv 21-054736			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2023	Forfeiture Distribution	207-420-4300-000	379.73
Inv 21-054736		Total	379.73
Inv 21-223587			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2023	Forfeiture Distribution	208-420-4300-000	387.73
Inv 21-223587		Total	387.73
118576	Total:		2,116.34
638 - State of MN - Department of Finance Total:			2,116.34
665 - TimeSaver Off-Site Secretarial Line Item Account			
118577	05/08/2023		
Inv M28185			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2023	City Council Work Session & Meeting 4/10/2023	101-402-4300-000	159.00
04/28/2023	Charter Commission Meeting 4/17/2023	101-405-4300-000	159.00
Inv M28185		Total	318.00
118577	Total:		318.00
665 - TimeSaver Off-Site Secretarial Total:			318.00
1761 - T-Mobile USA Inc Line Item Account			
118578	05/08/2023		
Inv April 2023			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/21/2023	Cell Phone/Wi-Fi Service	202-451-4321-000	25.57
04/21/2023	Cell Phone/Wi-Fi Service	101-450-4321-000	45.54

Check Number	Check Date		Amount
04/21/2023	Cell Phone/Wi-Fi Service	101-422-4321-000	165.96
04/21/2023	Cell Phone/Wi-Fi Service	101-461-4321-000	25.57
04/21/2023	Cell Phone/Wi-Fi Service	601-494-4321-000	115.16
04/21/2023	Cell Phone/Wi-Fi Service	101-430-4321-000	115.23
04/21/2023	Cell Phone/Wi-Fi Service	602-495-4321-000	115.16
Inv April 2023 Total			608.19
118578 Total:			608.19
1761 - T-Mobile USA Inc Total:			608.19
681 - Twin Cities Transport & Recovery Line Item Account			
118579	05/08/2023		
Inv	23-0417-145621		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/17/2023	Tow Charge ICR #21223587 2012 Chrysler 300	208-420-4300-000	50.00
Inv 23-0417-145621 Total			50.00
Inv	23-0417-145622		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/17/2023	Tow Charge ICR #21054736 2006 Lexus RX 400h	207-420-4300-000	50.00
Inv 23-0417-145622 Total			50.00
118579 Total:			100.00
681 - Twin Cities Transport & Recovery Total:			100.00
734 - Xcel Energy Line Item Account			
118580	05/08/2023		
Inv	April 2023-1		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/17/2023	Electric	101-430-4385-000	4,832.44
Inv April 2023-1 Total			4,832.44
Inv	April 2023-2		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/20/2023	Electric	101-430-4385-000	773.65
04/20/2023	Electric	202-451-4381-000	6,704.25
04/20/2023	Electric	101-420-4381-000	4.14
04/20/2023	Electric	601-494-4381-000	6,378.02
04/20/2023	Electric	602-495-4381-000	2,348.34
04/20/2023	Electric	101-432-4381-502	1,288.82
04/20/2023	Electric	101-432-4381-000	0.00
04/20/2023	Electric	101-432-4381-501	515.77
04/20/2023	Electric	101-432-4381-503	5,817.24
04/20/2023	Electric	101-450-4381-000	140.03

Check Number	Check Date		Amount
		Inv April 2023-2 Total	23,970.26
		118580 Total:	28,802.70
		734 - Xcel Energy Total:	28,802.70
		1998 - Ziegler, Lawrence Line Item Account	
118581	05/08/2023		
Inv	2023-00407		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/25/2023	Permit Voided	101-000-3250-000	178.60
		Inv 2023-00407 Total	178.60
		118581 Total:	178.60
		1998 - Ziegler, Lawrence Total:	178.60
		Total:	106,905.71



Electronic Funds Transfer
 MN Statute 471.38 Subd. 3

Council Meeting May 8, 2023

Transfer In/(Out)

4/26/2023 Transfer from FRB Money Market	300,000.00
4/28/2023 Payroll #09	(192,028.12)
4/28/2023 Payroll #09 Federal Deposit	(54,002.05)
4/28/2023 Payroll #09 PERA	(56,370.04)
4/28/2023 Payroll #09 State	(11,932.92)
4/28/2023 Payroll #09 Child Support	(922.50)
4/28/2023 Payroll #09 H.S.A. Bank Pretax	(2,601.19)
4/28/2023 Payroll #09 TASC Pretax	(1,346.75)
4/28/2023 Payroll #09 Mission Sq 457 Def. Comp #301596	(2,970.00)
4/28/2023 Payroll #09 Missin Sq Roth IRA #706155	(825.00)
4/28/2023 Payroll #09 MSRS HCSP #98946-01	(5,111.03)
4/28/2023 Payroll #09 MSRS Def. Comp #98945-01	(3,526.00)
4/28/2023 Payroll #09 MSRS Roth IRA #98945-01	(705.00)
5/5/2023 Council #05 Payroll	(3,487.69)
5/5/2023 Council #05 Federal Deposit	(202.30)
5/5/2023 Council #05 PERA	(387.16)
5/5/2023 Council #05 State	(44.08)

CITY COUNCIL WORK SESSION

**CITY OF LINO LAKES
MINUTES**

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DATE : April 24, 2023
TIME STARTED : 6:00 PM
TIME ENDED : 6:18 PM
MEMBERS PRESENT : Councilmembers Stoesz, Lyden,
Cavegn and Mayor Rafferty
MEMBERS ABSENT : Councilmember Ruhland

Staff members present: City Administrator Sarah Cotton; Director of Public Safety John Swenson; Community Development Director Michael Grochala, Environmental Coordinator Andy Nelson; City Clerk Jolleen Chaika

Review Regular Agenda:

Item 3A: City Administrator Sarah Cotton presented on Item 3A: Resolution 23-34, related to the tentative AFSCME Labor Agreement for Local No. 2454. She provided an overview of the two-year contract terms as negotiated, including term modifications to wages/classifications with contemplated 3% general wage increase plus a .75% market adjustment for 2023 and 2024; insurance, holidays - including further discussion about Juneteenth; and, PTO. Administrator Cotton advised that she will recommend approval of Resolutions 23-34.

Councilmember Lyden inquired of the further discussion of the Juneteenth Holiday. Administrator Cotton advised that discussions will continue as the State has already added Juneteenth as an official holiday in 2024; however, there are discussions at the legislature to implement Juneteenth as a holiday in 2023 which may cause the City to address the issue yet this year as no business could be conducted if the State is closed.

Item 3B: City Administrator Sarah Cotton reviewed Item 3B, Non-Union Compensation Plans, She highlighted that section 207.04 city code requires the City Administrator to establish and maintain a compensation plan for all positions in the City, which is to be reviewed and approved by the City Council. The recommended salary adjustments are consistent with the LELS (Local 260), LELS (Local 299), AFL-CIO (Local 49) union contracts that were previously considered and approved by the Council, as well as the AFSCME (Local 2454) contract that is being considered for approval by the Council at the April 24th meeting. The 2023 adopted budget includes resources sufficient to cover the 3% wage adjustment plus a .75% market adjustment. She advised that she will recommend approval of Resolutions 23-35 and 23-36.

Item 3C: City Administrator Sarah Cotton reviewed Item 3C, Opioid settlement: Multi-state agreement, and advised that the City is not slotted to receive any direct funds but may benefit from money going to the State and County. She further advised that LMC has recommended all cities with populations over 10,000 to sign off of the agreement. Mayor Rafferty inquired about several cities listed to receive compensation. Administrator Cotton clarified that those cities are eligible for funds due to populations over 30,000.

CITY COUNCIL WORK SESSION

44 **Items 4A:** Public Safety Director John Swenson advised council that approval is being
45 sought to sell Fire Division Grass #1 to the Scandia Valley Fire Department in Cushing,
46 MN for \$15,000, consistent with the Council's recommended sale price.

47
48 **Item 4B:** Public Safety Director John Swenson highlighted his staff report, including a
49 recommendation to renew the expiring lease with Allina Ambulance for a three-year (3)
50 extension for space at Fire Station #1 at \$700 per month.

51
52 Mayor Rafferty asked of any improvement to ambulance response times. Public Safety
53 Director Swenson noted that Allina has met with Public Safety and improvements have
54 occurred, though there is still work to do.

55 Councilmember Lyden asked of the current monthly rate and Public Safety Director
56 Swenson advised that the current rate is also \$700/month, as is the proposed rate in the
57 agreement before the Council tonight. Councilmember Lyden asked if any consideration
58 was given to a rate increase based on the current market and inflation. Public Safety
59 Director Swenson advised that an increase was considered but the value that the City
60 receives by having an ambulance service housed locally is a great benefit to residents and
61 given that factor, an increase in monthly rates was not pursued.

62 Councilmember Stoesz asked where the income from this lease is applied. Public Safety
63 Director Swenson confirmed the funds are directed to the buildings and facilities fund.
64 Councilmember Stoesz inquired if the funds could be redirected to the General Fund. City
65 Administrator Cotton advised that is not recommended because the lease is not a
66 perpetual revenue source and moving the income to the General Fund could result in a
67 levy increase if the lease is not in place in the future.

68 **Item 6A:** Environmental Coordinator Andy Nelson reviewed his staff report and
69 recommendation to approve Resolution 23-37, Spring Boulevard Planting. He noted that
70 the boulevard tree planting is for new residential lots and replacements of trees removed
71 in the previous year (mostly ash). 91 trees will be planted this year; this number is
72 consistent and in line with past years.

73
74 The work session was adjourned at 6:18 PM.

75
76 These minutes were considered and approved at the regular Council meeting May 8, 2023.

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81 _____
Jolleen Chaika, City Clerk

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Rob Rafferty, Mayor

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COUNCIL MINUTES

**LINO LAKES CITY COUNCIL
REGULAR MEETING
MINUTES**

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DATE : April 24, 2023
TIME STARTED : 6:30 PM
TIME ENDED : 6:50 PM
MEMBERS PRESENT : Councilmember Stoesz, Lyden, Cavegn,
Mayor Rafferty
MEMBERS ABSENT : Councilmember Ruhland

Staff members present: City Administrator Sarah Cotton; Public Services Director Rick DeGardner; Community Development Director Michael Grochala; Director of Public Safety John Swenson; Environmental Coordinator Andy Nelson; City Clerk Jolleen Chaika.

PUBLIC COMMENT

There were no public comments.

SETTING THE AGENDA

The agenda was approved as presented.

SPECIAL PRESENTATION

Oath of Police Service: Police Officer Isaac Simon

Public Safety Director John Swenson introduced Officer Simon to the community and shared the officer’s history and background. Officer Simon’s father pinned Officer Simon’s badge.

Mayor Rafferty led Officer Isaac Simon in the Oath of Police Service.

PROCLAMATION

An *Arbor Day Proclamation* was issued by Mayor Rafferty, declaring April 28, 2023 Arbor Day in Lino Lakes, Minnesota.

1. CONSENT AGENDA

- A) Consider Approval of Expenditures for April 24, 2023 (Check No. 118446 through 118537) in the Amount of \$289,863.50
- B) Consider Approval of April 3, 2023 Work Session Minutes
- C) Consider Approval of April 10, 2023 Council Work Session Minutes
- D) Consider Approval of April 10, 2023 Council Meeting Minutes

i) Motion to: Approve Consent Agenda as presented

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Cavegn
SECONDER:	Lyden
AYES:	Cavegn, Lyden, Stoesz, Rafferty
ABSENT:	Ruhland

COUNCIL MINUTES

40 **2. FINANCE DEPARTMENT REPORT**

41 There was no report.

42

43 **3. ADMINISTRATION DEPARTMENT REPORT**

44 **ITEM 3A) Consider Resolution No. 23-34, Approving the 2023-2024 Labor Agreement with**
45 **AFSCME, Local No. 2454, Sarah Cotton**

46 City Administrator Sarah Cotton presented a request to approve Resolution 23-34 related to the
47 tentative AFSCME Labor Agreement for Local No. 2454. She provided an overview of the two-
48 year contract terms as negotiated, including term modifications to wages/classifications with
49 contemplated 3% general wage increase plus a .75% market adjustment for 2023 and 2024;
50 insurance, holidays - including further discussion about Juneteenth; and, PTO. Administrator
51 Cotton recommended approval of Resolution 23-34.

52 **i) Motion to: Approve Resolution 23-34**

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Lyden
SECONDER:	Cavegn
AYES:	Lyden Cavegn, Stoesz, Rafferty
ABSENT:	Ruhland

53

54 **Item 3B) Consider Resolutions 23-35 and 23-36, Non-Union Compensation Plans, Sarah**
55 **Cotton**

56 City Administrator Sarah Cotton presented a request to approve Resolutions 23-35 and 23-36
57 related to non-union compensation plans. She noted recommended salary adjustments are consistent
58 with the LELS (Local 260), LELS (Local 299), AFL-CIO (Local 49) union contracts that were
59 previously considered and approved by the Council, as well as the AFSCME (Local 2454) contract
60 that is being considered for approval by the Council at the April 24th meeting. The 2023 adopted
61 budget includes resources sufficient to cover the 3% wage adjustment plus a .75% market
62 adjustment. She recommended approval of Resolutions 23-35 and 23-36.

63 **i) Motion to: Approve Resolution 23-35 and Resolution 23-36**

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Cavegn
SECONDER:	Stoesz
AYES:	Cavegn, Stoesz, Lyden, Rafferty
ABSENT:	Ruhland

64

65 **Item 3C) Consider Approval of Resolution No. 23-38, Opioid Settlements and Minnesota**
66 **Opioids State-Subdivision Memorandum of Agreement, Sarah Cotton**

67 City Administrator Sarah Cotton presented Item 3C, Opioid settlement: Multi-state Agreement. She
68 advised the State of Minnesota and numerous Minnesota cities and counties are engaged in
69 nationwide civil litigation against opioid supply chain participants related to the opioid crisis. The
70 Minnesota Attorney General has signed on to multistate settlement agreements with several opioid
71 supply chain participants, but those settlement agreements are still subject to sign-on by local
72 governments and final agreement by the companies and approval by the courts.

73 Administrator Cotton stated that the City is not slotted to receive any direct funds but may benefit
74 from money going to the State and County. She further advised that LMC has recommended all

COUNCIL MINUTES

75 cities with populations over 10,000 to sign off of the agreement. Administrator Cotton
76 recommended approval or Resolution 23-38.

77 **i) Motion to: Approve Resolution 23-38**

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Lyden
SECONDER:	Cavegn
AYES:	Lyden, Cavegn, Stoesz, Rafferty
ABSENT:	Ruhland

78
79

80 **4. PUBLIC SAFETY DEPARTMENT REPORT**

81 **ITEM 4A) Consider Approval of the Sale of Vehicle #605 Fire Division Grass #1, John**
82 **Swenson**

83 Public Safety Director John Swenson presented to Council a request to approve sale of Fire
84 Division Grass #1 to the Scandia Valley Fire Department in Cushing, MN for \$15,000, consistent
85 with the Council's recommended sale price as determined at the April 3, 2023 Council Work
86 Session.

87 **i) Motion to: Approve the Sale of Vehicle #605 Fire Division Grass #1**

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Lyden
SECONDER:	Stoesz
AYES:	Lyden, Stoesz, Cavegn, Rafferty
ABSENT:	Ruhland

88
89 **ITEM 4B) Consider Approval of Lease Renewal for Allina Ambulance use of Fire Station #1,**
90 **John Swenson**

91 Public Safety Director John Swenson highlighted his staff report, including a recommendation to
92 renew the expiring lease with Allina Ambulance for a three-year (3) extension for space at Fire
93 Station #1 at \$700 per month.

94 **i) Motion to: Approve Lease Renewal for Allina Ambulance use of Fire Station #1**

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Cavegn
SECONDER:	Lyden
AYES:	Cavegn, Lyden, Stoesz, Rafferty
ABSENT:	Ruhland

95
96 **5. PUBLIC SERVICES DEPARTMENT REPORT**

97 There was no report from the Public Services Department.

98
99 **6. COMMUNITY DEVELOPMENT REPORT**

100 **ITEM 6A) Consider Approval of Resolution 23-37, Accepting Quotes and Awarding Contract,**
101 **2023 Spring Boulevard Tree Planting, Andy Nelson**

COUNCIL MINUTES

102 Environmental Coordinator Andy Nelson reviewed his staff report and recommended approval of
103 Resolution 23-37, Spring Boulevard Planting. He advised that boulevard planting of trees is focused
104 on residential lots and replacement of city cut/removed trees, which were removed predominately
105 due to emerald ash borer.

106 **i) Motion to: Approve Resolution 23-37**

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Cavegn
SECONDER:	Stoesz
AYES:	Cavegn, Stoesz, Lyden, Rafferty
ABSENT:	Ruhland

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108 **7. UNFINISHED BUSINESS**

109 There was no Unfinished Business.

110
111 **8. NEW BUSINESS**

112
113 **9. COMMUNITY EVENTS**

114 There were no events announced.

115
116 **ADJOURN**

117
118 **1) Motion to: Adjourn**

119

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Lyden
SECONDER:	Cavegn
AYES:	Lyden, Cavegn, Stoesz, Rafferty
ABSENT:	Ruhland

120
121 **Meeting Adjourned at 6:50 PM.**

122
123 These minutes were considered and approved at the regular Council Meeting on May 8, 2023.

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127 _____
Jolleen Chaika, City Clerk

Rob Rafferty, Mayor

CITY COUNCIL WORK SESSION

**CITY OF LINO LAKES
MINUTES**

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DATE : **May 1 2023**
TIME STARTED : **6:00 PM**
TIME ENDED : **7:15 PM**
MEMBERS PRESENT : **Councilmembers Stoesz, Lyden, Ruhland
Cavegn and Mayor Rafferty**
MEMBERS ABSENT : **None**

Staff members present: City Administrator Sarah Cotton; Director of Public Safety John Swenson; Community Development Director Michael Grochala, Public Services Director Rick DeGardner; City Clerk Jolleen Chaika.

1. Wetland Bank Prospectus

Community Development Director Michael Grochala presented to Council on the status of the Wetland bank Prospectus as the City continues to consider establishment of a wetland bank on property located east of 35E and north of Main Street. The City has notified the owners of our interest; the owners are conferring with their legal and financial advisors and will update the City as to their decision. Director Grochala explained the three (3) steps required to establish a wetland: Draft Prospectus, Prospectus, and Mitigation Banking Instrument. Director Grochala provided explanation as to wetland credits, sale of wetland, and City ownership of the wetland in perpetuity. The City is currently set to proceed to Step 2, Prospectus; Director Grochala sought direction from Council as to moving forward to Step 2.

Councilmember Stoesz asked if a smaller portion of the land would make sense if the property owners do not want to sell all. Director Grochala advised any less land than what is currently proposed would not be worthwhile.

Councilmember Ruhland inquired of higher water levels and any impact that may have in the bank. Director Grochala explained that monitoring of levels is ongoing and that the land has existing drain tile which leads to the assumption of higher ground water levels, a good sign for building up wetlands.

Council directed a proposal for Step 2 be brought forward for full Council consideration and approval.

2. Public Works Facility Site Selection

Community Development Director Michael Grochala requested further guidance from Council on the site selection of a future public works facility. He reviewed a 2017 analysis of the existing public works site at Main Street and Birch Street properties, as well as a further evaluation of the existing site in 2019. He asked for further input from Council as to focus on these two sites or include other areas to evaluate.

CITY COUNCIL WORK SESSION

46 Discussion was held, primarily focused on the current site off of Main Street: utilities (gas)
47 on the site, and bringing sewer and water to the current site. Council also discussed that at
48 the current site, there is an opportunity to take on space that is currently occupied by ball
49 fields and a hockey rink, though these could be reimaged and expanded in the northwest
50 area of the site.

51

52 Director Grochala also provided a general estimate of costs to city connected sewer and
53 water services to the Main Street site: Approximately \$1 million as of an estimate provided
54 several years ago; though he noted that providing onsite site services could run anywhere
55 from \$500,000 - \$700,000.

56

57 Council directed that the focus should be on the site off of Main Street.

58

59 **3. Draft Five Year Street Reconstruction Plan**

60 Community Development Director Michael Grochala presented the draft 2024-2028 Five
61 Year street Reconstruction Plan and explained the bonding process for funding the project.
62 He highlighted, relevant state statutes relating to bonding and noted that no special election
63 is required if no petition is received, and provided the general timeline and date
64 requirements as referenced in his staff report required to ensure compliance with any
65 special election if needed. He requested Council direction on setting a public hearing.

66 Council supported setting the required public hearing within the timeframes described by
67 Director Grochala.

68 **4. Consideration for Council Resolution to Allow the Operation of Motorized Carts 69 on Blanchard Blvd. by Lyngblomsten**

70

71 Public Safety Director John Swenson sought Council direction related to a request from
72 the Lyngblomsten group for operation of golf carts on Blanchard Boulevard to allow for
73 maintenance of the grounds and transportation of potential residents about the campus. He
74 noted that Lyngblomsten owns most roads within the campus so operation of golf carts is
75 allowed in those areas; Blanchard Boulevard is a public street so a resolution of
76 authorization by Council is required for operation of golf carts on that road.

77 Councilmember Lyden inquired of residents be living in the area and if there anything that
78 would preclude the residents from having their own golf carts to get around? Director
79 Swenson said that could be a potential issue down the road and may need to be addressed
80 at a future date.

81 **5. Council Updates on Boards/Commissions**

82 Councilmember Ruhland provided an update on the approved budget from the Fire
83 Protection Council.

84 Public Safety Director John Swenson also provided a brief update on the Joint Law
85 Enforcement Council which met the past week: He advised that the budget was approved

CITY COUNCIL WORK SESSION

86 with minor changes as to allocation of costs which will result in slight increases for police
87 RMS costs but decreases for fire RMS costs. He also advised that the taxing authority
88 omnibus bill did not make it through the legislative session: It passed in the senate but
89 stalled in the house and has been sent back to committee.

90

91 **6. Water Treatment Plant Land Purchase (closed meeting)**

92 The work session was recessed at 7:15 PM for a Closed Session of the Council to discuss
93 purchase of real property. The Council reconvened the Work Session at 7:18 PM.

94 **A) Motion to: Direct Staff to Prepare an Agreement for Council**
95 **consideration at the May 8 regular meeting.**

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Ruhland
SECONDER:	Stoesz
AYES:	Ruhland, Stoesz, Lyden, Cavegn, Rafferty

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97

98 The Work Session was adjourned at 7:20 PM.

99

100 These minutes were considered and approved at the regular Council meeting May 8, 2023.

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Jolleen Chaika, City Clerk

Rob Rafferty, Mayor

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**CITY COUNCIL
AGENDA ITEM 1E**

STAFF ORIGINATOR: Jolleen Chaika, City Clerk

MEETING DATE: May 8, 2023

TOPIC: Consider Resolution No. 23-39 Approving a Solicitor License for Legacy Restoration

VOTE REQUIRED: Simple Majority: 3/5

BACKGROUND

A Sales Representative from Legacy Restoration, located at 8416 Hemlock Lane N, Maple Grove, Minnesota has submitted a solicitor's license application to the City Clerk's office.

The company representative who will be working in Lino Lakes is Bradley Kaye.

The company representative plans to travel through Lino Lakes' neighborhoods going door to door offering exterior renovations for roofing, siding, windows, and gutters and will offer free exterior inspections to 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. 23-39, authorizing the issuance of a Solicitor License to Legacy Restoration for a period of six (6) months, commencing May 9, 2023.

ATTACHMENT

Resolution 23-39

**CITY OF LINO LAKES
RESOLUTION NO. 23-39**

APPROVING A SOLICITOR LICENSE FOR LEGACY RESTORATION

WHEREAS, a representative for Legacy Restoration, has submitted a solicitor's license application to the City Clerk's office; and

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

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 Legacy Restoration, to travel throughout Lino Lakes offering exterior restoration sales and services for a period of six-months commencing May 9, 2023th through November 9th, 2023.

Adopted by the Council of the City of Lino Lakes this 8th day of May, 2023.

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:

Jolleen Chaika, City Clerk

**CITY COUNCIL
AGENDA ITEM 1F**

STAFF ORIGINATOR: Jolleen Chaika, City Clerk

MEETING DATE: May 8, 2023

TOPIC: Consider Approval of Resolution 23-41, Blue Heron Elementary School and PTO Family Fun Night

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

BACKGROUND:

The Blue Heron Elementary School and PTO has applied for a Special Event Permit for a Family Fun Night on Friday, May 19, 2023.

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

The application has been reviewed by staff, including the Public Safety Department. The applicant has been provided with a list of safety conditions which are also incorporated into the attached resolution. The applicant has agreed to comply with the conditions and to address any other safety considerations that may arise.

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

RECOMMENDATION:

Approve Resolution No. 23-41 authorizing issuance of Special Event Permit for the Blue Heron Elementary School and PTO Family Fun Night.

ATTACHMENTS:

Resolution 23-41

**CITY OF LINO LAKES
RESOLUTION NO. 23-41**

**AUTHORIZING A SPECIAL EVENT PERMIT FOR BLUE HERON ELEMENTARY
SCHOOL AND PTO FAMILY FUN NIGHT ON MAY 19, 2023**

WHEREAS, the Blue Heron Elementary PTO has applied for a special event permit; and,

WHEREAS, the event plan includes an outdoor DJ booth and games from 5:30 p.m. to 8:00 p.m. Friday, May 19, 2023 as well as various food trucks, craft vendors, and bounce houses; and,

WHEREAS, the Public Safety Department has reviewed plans for the event and requires the following of food truck vendors:

- Clearance from buildings, combustible materials, and other vehicles (Food Trucks) is 10'
- The fire department must have vehicular access, fire lanes, and access roads clear of obstructions to the food trucks
- Ensure clearance is provided for the fire department to access fire hydrants and access to fire department connections
- Class K fire extinguisher must be present for cooking fires in each food truck
- Minimum of on 2A 10BC extinguisher present in each food truck for ordinary fires
- Engine Driven Power Sources must be clear of any air intake by 12' on the food truck
- Engine Driven Power Sources must be 12' from any egress; and,

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

WHEREAS, the food truck vendors are required to provide their state licensing information as well as Anoka County Environmental Services licensing to the Blue Heron Elementary PTO who will provide it to the City Clerk as requested; and,

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

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

WHEREAS, city staff has reviewed the Special Event Permit application and plan for the carnival event for compliance with city ordinance and regulations.

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

That the City Council authorizes issuance of a Special Event Permit to the Blue Heron Elementary School and PTO for the event scheduled on May 19, 2023, with conditions attached hereto.

Adopted by the Council of the City of Lino Lakes this 8th day of May, 2023.

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:

Jolleen Chaika, City Clerk

**CITY COUNCIL
AGENDA ITEM 1G**

STAFF ORIGINATOR: Hannah Lynch, Finance Director

MEETING DATE: May 8, 2023

TOPIC: 1st Quarter 2023 Financial Report

VOTE REQUIRED: 3/5

BACKGROUND

Staff has reconciled all bank and investment accounts through March 31, 2023. 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 10-24.

RECOMMENDATION

Consider approval of the 1st Quarter 2023 Financial Report.

ATTACHMENTS

1st Quarter 2023 Financial Report

**City of Lino Lakes
Investments Summary
For the Quarter Ended March 31, 2023**

Portfolio Characteristics

Book Value	\$49,378,581
Market Value	\$47,282,237
Unrealized Gain (Loss)	-\$2,096,344 (1)
Years to Effective Maturity	2.00
Years to Final Maturity	5.34

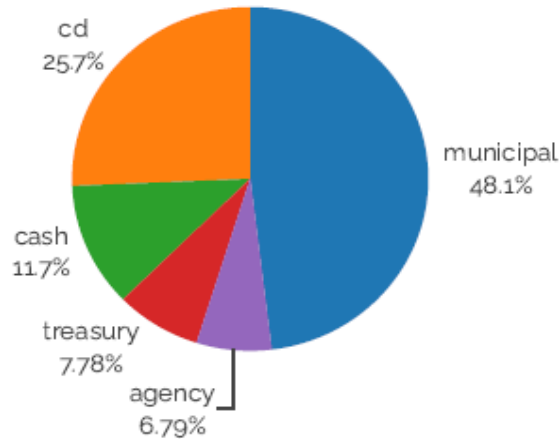
YTD Performance

Interest Earnings	\$277,512
Unrealized Gain (Loss)	\$718,494

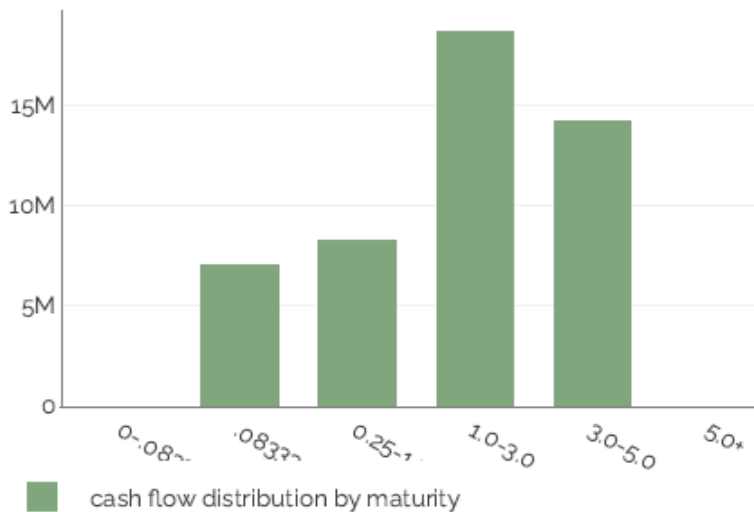
Notes

(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 sold. The City's 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, 2023

Fund	Cash Balance
101 General Fund	\$ 5,611,153
202 Rookery Activity Center	(343,447)
203 Economic Development Authority	229,222
204 Cable TV & Communications	270,004
205 Blue Heron Days	15,629
206 Federal Forfeiture - Justice	6,738
207 State Narcotics Forfeiture	30,043
208 DUI Forfeitures	68,491
209 Forfeitures - Other	1,726
210 Federal Forfeiture - Treasury	37,897
211 K9 Unit	14,696
213 American Rescue Plan Funds	260,469
301 Closed Bond	473,362
315 Certificates of Indebtedness	309,658
332 2007A G.O. T.I.F Bonds	147,689
333 2009A G.O. Improvement Note	1,376
335 2012A G.O. Bonds	62,130
336 2013A G.O. Improvement Bonds	252,363
337 2014A G.O. Improvement Bonds	306,972
338 2015A G.O. Bonds	423,255
339 2015 EDA Lease Revenue Bonds	103,880
340 2016A G.O. Capital Note	928
341 2016A G.O. Utility Revenue Bonds	262,704
342 2016B G.O. Improvement Bonds	-
343 2016C Tax Abatement Bonds	149,051
344 2018A G.O. Bond	1,194,518
345 2020A G.O. Utility Revenue Bonds	275,081
346 2021A G.O. Street Reconstruction Bonds	8,963
401 Building and Facilities	1,011,852
402 Capital Equipment Replacement	669,634
403 Office Equipment Replacement	40,206
405 Dedicated Parks	1,965,356
406 Area & Unit Trunk	8,733,432
417 T.I.F District 1-10	3,020
418 T.I.F District 1-11	(33,444)
419 T.I.F District 1-12	220,106
420 Municipal State Aid (MSA)	3,697,026
421 Pavement Management	386,733
422 Surface Water Management	1,735,729
423 Street Reconstruction	568,393
425 Park & Trail Improvements	183,908
484 Comp Plan Updates	(1,729)
487 Pheasant Run Reconstruction	452,568
601 Water Operating	5,096,956
602 Sewer Operating	9,000,962
603 Storm Water Operating	241,827
801 Contractor Deposits	2,999,975
810 Foxborough Environmental & Stewardship	124,401
811 Preserve Environmental & Stewardship	10,778
	<u>\$ 47,282,237</u>

City of Lino Lakes
General Fund Budget to Actual (Unaudited)
For the Quarter Ended March 31, 2023

	Annual Budget	Budget Thru 03/31/2023	Actuals Thru 03/31/2023	Variance - Favorable (Unfavorable)	Percent Received or Expended Based on Budget Thru 03/31/2023
Revenues					
Property Taxes	\$ 9,734,585	\$ 2,433,646	\$ -	\$ (2,433,646) *	- %
Licenses and Permits	1,103,401	275,850	238,819	(37,031)	86.6
Intergovernmental Revenue	687,417	171,854	133,258	(38,596) (1)	77.5
Charges For Services	292,422	73,106	48,655	(24,450) (2)	66.6
Fines & Forfeits	101,100	25,275	20,022	(5,253)	79.2
Investment Income	30,000	7,500	95,063	87,563 (3)	1,267.5
Miscellaneous Revenue	208,491	52,123	77,497	25,374 (4)	148.7
Transfers In	20,000	5,000	20,000	15,000	400.0
Total Revenues	12,177,416	3,044,354	633,313	(2,411,041)	20.8
Expenditures					
Mayor & Council	104,155	26,039	12,782	13,256	49.1
Administration	682,512	170,628	122,539	48,089 (5)	71.8
Elections	20,750	5,188	61	5,127	1.2
Charter Administration	7,463	1,866	-	1,866	-
Finance	686,582	171,646	151,814	19,831	88.4
Legal Consultants	138,000	34,500	28,396	6,105	82.3
Economic Development	125,284	31,321	12,910	18,411 (6)	41.2
Planning & Zoning	174,211	43,553	35,596	7,957	81.7
Engineering	96,354	24,089	7,245	16,844 (7)	30.1
Community Development	202,022	50,506	46,261	4,245	91.6
Police	4,768,078	1,192,020	1,248,507	(56,488)	104.7
Fire	959,909	239,977	278,630	(38,653)	116.1
Building Inspections	503,763	125,941	112,857	13,084	89.6
Streets	998,965	249,741	241,500	8,241	96.7
Fleet Management	664,251	166,063	211,890	(45,827) (8)	127.6
Government Buildings	572,410	143,103	179,827	(36,724) (9)	125.7
Parks	1,013,940	253,485	189,174	64,311 (10)	74.6
Recreation	-	-	-	-	-
Environmental	60,364	15,091	9,613	5,478	63.7
Solid Waste	82,214	20,554	17,730	2,823	86.3
Forestry	82,189	20,547	16,987	3,561	82.7
Other	234,000	58,500	-	58,500 (11)	-
Total Expenditures	12,177,416	3,044,354	2,924,318	120,036	96.1
Revenues Over (Under) Expenditures	\$ -	\$ -	\$ (2,291,004)	\$ (2,291,004)	

* Property tax settlements are received from Anoka County in July (with 70% advance in June) and December.

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

- (1) Half of the Municipal State Aid (MSA) allocation for street maintenance was received in February with the remainder expected in July. Police and Fire State Aid are received in full in October. The solid waste grant from Anoka County is reimbursement for program expenditures and is received in October and February of the subsequent year.
- (2) School Resource Officer (SRO) reimbursement from Centennial School District is budgeted within Police Other Revenues. Reimbursement for January through June SRO services will be received in June.

City of Lino Lakes
General Fund Budget to Actual (Unaudited)
For the Quarter Ended March 31, 2023

- (3) Interest rates are favorable and surpassing budget expectations. Portfolio market yield is 4.49% compared to 1.63% at March 31, 2022.
- (4) Gas franchise fees are surpassing budget expectations as Centennial Utilities customers and usage increase.
- (5) Favorable variance due to vacancies in the City Clerk and Deputy City Clerk positions slightly offset by unfavorable variance in contracted services due to the annual CivicPlus website maintenance paid in full.
- (6) Favorable variance due to Economic Development Intern vacancy and lodging tax remittance. March lodging tax was remitted to the Twin Cities Gateway in April (timing difference).
- (7) February and March engineering services paid in second quarter (timing difference).
- (8) Unfavorable variance due to the purchase of shop parts to keep in stock, professional services to mount and install new tires on a loader, auto insurance premiums paid through August, and an unreimbursed insurance claim resulting from damage to a plow truck.
- (9) Unfavorable variance due to general liability, property, and excess liability insurance premiums paid through August. Slightly offset by a favorable variance in professional services which accounts for repairs in City buildings.
- (10) Favorable variance due to the contracted services budget which is seasonal in nature (i.e. portable restrooms, weed control, trail maintenance, etc.) that will be utilized throughout the Summer/Fall.
- (11) 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, 2023

	Annual Budget	Budget Thru 03/31/2023	Actuals Thru 03/31/2023	Variance - Favorable (Unfavorable)	Percent Received or Expended Based on Budget Thru 03/31/2023
Revenues					
Property Taxes	\$ 325,000	\$ 81,250	\$ -	\$ (81,250) *	- %
Charges For Services	1,414,843	353,711	326,447	(27,264)	92.3
Miscellaneous Revenue	82,978	20,745	16,049	(4,695)	77.4
Total Revenues	1,822,821	455,705	342,496	(113,209)	75.2
Expenditures					
Personal Services	1,313,172	328,293	287,082	41,211	87.4
Supplies	89,100	22,275	22,662	(387)	101.7
Services & Charges	305,503	76,376	87,852	(11,476)	115.0
Contractual Services	282,030	70,508	41,124	29,383 (1)	58.3
Total Expenditures	1,989,805	497,451	438,720	58,731	88.2
Revenues Over (Under) Expenditures	\$ (166,984)	\$ (41,746)	\$ (96,224)	\$ (54,478)	

* Property tax settlements are received from Anoka County in July (with 70% advance in June) and December.

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

- (1) Favorable variance primarily a result of fees due to Endurance Fitness in accordance with the Professional Management Services Agreement. The monthly fee is remitted within the applicable month, but the quarterly fee is remitted within 45 day of quarter end (timing difference). The quarterly fee accounts for revenue sharing of personal training and spinning classes.

City of Lino Lakes
Water Fund Budget to Actual (Unaudited)
For the Quarter Ended March 31, 2023

	Annual Budget	Budget Thru 03/31/2023	Actuals Thru 03/31/2023	Prior Year Thru 03/31/2022	Variance - Favorable (Unfavorable)
Revenues					
Water Hook Up Charge	\$ 41,250	\$ 10,313	\$ 5,250	\$ 6,500	\$ (1,250)
Water Meter Sales	50,000	12,500	25,010	14,524	10,486
Irrigation Controllor Sales	5,000	1,250	140	1,350	(1,210)
Interest On Investments	50,000	12,500	30,237	(151,435)	181,672 (1)
Change in FV of Investments	-	-	52,599	-	52,599 (1)
Miscellaneous Revenue	1,800	450	120	494	(374)
Flat Water Charge	441,420	110,355	95,156	71,151	24,005 (2)
Water Sales	1,308,841	327,210	174,132	163,343	10,789
Penalty	22,000	5,500	8,901	5,077	3,824
Sale of Fixed Assets	-	-	977	-	977
Total Revenues	1,920,311	480,078	392,522	111,004	281,518
Expenditures					
Personal Services	403,260	100,815	85,800	65,875	(19,926)
Supplies	357,000	89,250	25,450	49,249	23,799 (3)
Services & Charges	316,587	79,147	63,320	48,941	(14,379)
Contractual Services	65,495	16,374	1,680	1,412	(268)
Capital Outlay	-	-	(10,456)	36,832	47,288 (4)
Transfers Out	980,020	245,005	-	-	-
Total Expenditures	2,122,362	530,591	165,794	202,309	36,514
Revenues Over (Under) Expenditures	\$ (202,051)	\$ (50,513)	\$ 226,727	\$ (91,305)	\$ 318,033

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

- (1) Interest rates are favorable and surpassing budget expectations. Portfolio market yield is 4.49% compared to 1.63% at March 31, 2022. In 2022, negative interest resulted from unrealized losses on investments. Unrealized losses reflect a decrease in the value of an investment that an investor holds due to rising interest rates. In 2023, a change in accounting practice occurred and the change in fair value of investments is broken out from interest earnings.
- (2) Increase in water rates combined with an increase in accounts. The Flat Water Charge increased from \$10/Quarter/REU to \$15/Quarter/REU in Q1 2023 due to financing a Water Treatment Plant. In addition, there were 5,637 accounts in Q1 2023 compared to 5,423 in Q1 2022.
- (3) Favorable variance due to irrigation controllers purchased in April in the current year compared to February of the previous year (timing difference).
- (4) Variance from prior year due to timing of capital projects and purchases. Retainage payable at 12/31/2022 on the Water Tower #2 Rehabilitation Project was reversed in January 2023 and has not yet been remitted to the contractor. In the prior year, a Utilities vehicle (50% charged to Sewer) was replaced.

City of Lino Lakes
Sewer Fund Budget to Actual (Unaudited)
For the Quarter Ended March 31, 2023

	Annual Budget	Budget Thru 03/31/2023	Actuals Thru 03/31/2023	Prior Year Thru 03/31/2022	Variance - Favorable (Unfavorable)
Revenues					
Sewer Hook Up Charge	\$ 33,000	\$ 8,250	\$ 4,400	\$ 5,400	\$ (1,000)
Interest On Investments	80,000	20,000	52,705	(232,865)	285,569 (1)
Change in FV of Investments	-	-	89,666	-	89,666 (1)
Sewer Sales	1,827,010	456,753	492,022	463,170	28,852 (2)
Penalty	26,000	6,500	8,114	3,560	4,554
Sale of Fixed Assets	500	125	977	-	977
Total Revenues	1,966,510	491,628	647,883	239,266	408,617
Expenditures					
Personal Services	416,456	104,114	92,491	70,802	(21,688) (3)
Supplies	62,000	15,500	5,712	16,633	10,921
Services & Charges	302,177	75,544	78,644	45,748	(32,896) (4)
Contractual Services	1,248,109	312,027	388,841	363,025	(25,816) (5)
Capital Outlay	35,000	8,750	(25,680)	33,169	58,849 (6)
Operating Transfers	225,420	56,355	-	-	-
Total Expenditures	2,289,162	572,291	540,008	529,378	(10,630)
Revenues Over (Under) Expenditures	\$ (322,652)	\$ (80,663)	\$ 107,876	\$ (290,111)	\$ 397,987

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

- (1) Interest rates are favorable and surpassing budget expectations. Portfolio market yield is 4.49% compared to 1.63% at March 31, 2022. In 2022, negative interest resulted from unrealized losses on investments. Unrealized losses reflect a decrease in the value of an investment that an investor holds due to rising interest rates. In 2023, a change in accounting practice occurred and the change in fair value of investments is broken out from interest earnings.
- (2) Increase in sewer rates combined with an increase in accounts. 5,637 accounts in Q1 2023 compared to 5,423 in Q1 2022.
- (3) Unfavorable variance due to the reallocation of staff and addition of General Maintenance Worker in March 2022.
- (4) Unfavorable variance due to professional services within budget in current year including clean and televise sewer lines and lift station upgrades and repairs.
- (5) Met Council Environmental Services Sewer Charges increased 7% in 2023. The increase was budgeted.
- (6) Variance from prior year due to timing of capital projects and purchases. Retainage payable at 12/31/2022 on the East Shadow Lake Drive Project was reversed in January 2023 and has not yet been remitted to the contractor. In the prior year, a Utilities vehicle (50% charged to Water) was replaced.

City of Lino Lakes
Storm Water Fund Budget to Actual (Unaudited)
For the Quarter Ended March 31, 2023

	Annual Budget	Budget Thru 03/31/2023	Actuals Thru 03/31/2023	Prior Year Thru 03/31/2022	Variance - Favorable (Unfavorable)
Revenues					
Interest On Investments	\$ -	\$ -	\$ 1,471	\$ (172)	\$ 1,642
Change in FV of Investments	-	-	3,067	-	3,067
Penalty	-	-	2,086	-	2,086
Storm Water Utility	536,470	134,118	113,716	62,954	50,763 (1)
Total Revenues	536,470	134,118	120,340	62,782	57,559
Expenditures					
Personal Services	195,385	48,846	41,625	17,913	(23,712) (2)
Supplies	24,000	6,000	-	-	-
Services & Charges	45,305	11,326	4,178	1,722	(2,455)
Contractual Services	227,500	56,875	116,505	549	(115,956) (3)
Capital Outlay	44,280	11,070	-	-	-
Total Expenditures	536,470	134,118	162,308	20,185	(142,123)
Revenues Over (Under) Expenditures	\$ -	\$ -	\$ (41,968)	\$ 42,597	\$ (84,564)

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, institutional, 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.
- (2) Unfavorable variance due to the reallocation of staff and workers compensation insurance premiums.
- (3) Contracted services accounts for contractor payments in relation to the annual Storm Water Maintenance Project. Prior to the implementation of the Storm Water Utility, maintenance project costs were accounted for in the Storm Water Maintenance Fund which was supported by property taxes.

General Ledger

Budget to Actual



User: hannah.lynych
 Printed: 5/2/2023 3:05:52 PM
 Period 01 - 03
 Fiscal Year 2023

Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101	General Fund				
	Taxes				
101-000-3010-000	Current Taxes	-9,694,085.00	-2,423,521.25	0.00	-2,423,521.25
101-000-3020-000	Delinquent Taxes	-40,000.00	-10,000.00	0.00	-10,000.00
101-000-3150-000	Penalties & Interest	-500.00	-125.00	0.00	-125.00
	Taxes	-9,734,585.00	-2,433,646.25	0.00	-2,433,646.25
	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	-595.00	345.00
101-000-3209-000	Garbage Removal License	-2,000.00	-500.00	0.00	-500.00
101-000-3210-000	Temporary Consumption Permi	-300.00	-75.00	-50.00	-25.00
101-000-3211-000	Tobacco License	-600.00	-150.00	0.00	-150.00
101-000-3212-000	Cannabinoid License	0.00	0.00	-216.69	216.69
101-000-3213-000	Contractor's License	-15,691.00	-3,922.75	-2,270.00	-1,652.75
101-000-3215-000	Rental Housing License	-5,834.00	-1,458.50	-2,198.25	739.75
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	-1,000.00	-250.00	-133.00	-117.00
101-000-3223-000	Peddler's License	-2,500.00	-625.00	-500.00	-125.00
101-000-3225-000	Lodging Tax	-85,000.00	-21,250.00	-15,729.00	-5,521.00
101-000-3250-000	Building Permits	-552,135.00	-138,033.75	-100,429.05	-37,604.70
101-000-3251-000	Plan Inspection Fee	-228,326.00	-57,081.50	-61,252.65	4,171.15
101-000-3252-000	Erosion Control Permit	-31,200.00	-7,800.00	-3,520.00	-4,280.00
101-000-3253-000	Plumbing Permit	-31,710.00	-7,927.50	-5,778.00	-2,149.50
101-000-3254-000	Heating & Air Conditioning	-64,593.00	-16,148.25	-34,398.40	18,250.15
101-000-3255-000	Septic Plumbing Permit	-5,577.00	-1,394.25	-800.00	-594.25
101-000-3256-000	Septic System Permit	-7,000.00	-1,750.00	-500.00	-1,250.00
101-000-3259-000	Fence Permit	-4,700.00	-1,175.00	-759.00	-416.00
101-000-3260-000	Dog License	-1,250.00	-312.50	-119.00	-193.50
101-000-3262-000	Sign Permit	-926.00	-231.50	-280.00	48.50
101-000-3263-000	Road Overweight Permit	0.00	0.00	-50.00	50.00
101-000-3264-000	Underground Utility Permit	-18,624.00	-4,656.00	-8,886.75	4,230.75
101-000-3266-000	Miscellaneous Permits	-6,000.00	-1,500.00	-354.00	-1,146.00
	Licenses & Permits	-1,103,401.00	-275,850.25	-238,818.79	-37,031.46
	Intergovernmental Revenues				
101-000-3314-000	TZD Safe Roads Grant	-25,000.00	-6,250.00	0.00	-6,250.00
101-000-3341-000	Market Value Credit	-3,500.00	-875.00	0.00	-875.00
101-000-3345-000	Municipal State Aid (MSA)	-275,000.00	-68,750.00	-133,258.00	64,508.00
101-000-3346-000	Police State Aid	-260,000.00	-65,000.00	0.00	-65,000.00
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)	-82,214.00	-20,553.50	0.00	-20,553.50
	Intergovernmental Revenues	-687,417.00	-171,854.25	-133,258.00	-38,596.25
	Charges for Service				
101-000-3265-000	Land Use Administration Fee	-10,023.00	-2,505.75	-3,740.00	1,234.25
101-000-3404-000	Sales Of Supplies (MapsEtc)	-100.00	-25.00	0.00	-25.00
101-000-3405-000	Assessment Searches	-9,000.00	-2,250.00	-1,420.00	-830.00
101-000-3414-000	SACSurcharge Fee	-5,000.00	-1,250.00	-1,331.46	81.46
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	-300.00	100.00

Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101-000-3422-000	Police Other Revenues	-165,000.00	-41,250.00	-19,515.00	-21,735.00
101-000-3433-000	Public Works Fees	-7,500.00	-1,875.00	-9,823.81	7,948.81
101-000-3470-000	Other Park Revenues	-4,000.00	-1,000.00	-25.00	-975.00
101-000-3492-000	EngineeringPlanning Fees	-28,999.00	-7,249.75	0.00	-7,249.75
101-000-3494-000	Investment Management Fees	-50,000.00	-12,500.00	-12,500.01	0.01
	Charges for Service	-292,422.00	-73,105.50	-48,655.28	-24,450.22
	Fines & Forfeits				
101-000-3510-000	Fines & Forfeits	-100,000.00	-25,000.00	-19,421.60	-5,578.40
101-000-3512-000	Driving Diversion Prog (DDP)	-1,100.00	-275.00	-600.00	325.00
	Fines & Forfeits	-101,100.00	-25,275.00	-20,021.60	-5,253.40
	Investment Income				
101-000-3620-000	Interest On Investments	-30,000.00	-7,500.00	-37,208.68	29,708.68
101-000-3621-000	Chg in Fair Value of Invest	0.00	0.00	-57,854.49	57,854.49
	Investment Income	-30,000.00	-7,500.00	-95,063.17	87,563.17
	Miscellaneous Revenues				
101-000-3350-000	Circle Pines Gas Franchise	-55,000.00	-13,750.00	-36,376.92	22,626.92
101-000-3640-000	Building Rents	-200.00	-50.00	0.00	-50.00
101-000-3730-000	Refunds & Reimbursements	-30,000.00	-7,500.00	-3,009.25	-4,490.75
101-000-3740-000	Lease Revenue	-121,291.00	-30,322.75	-37,633.43	7,310.68
101-000-3800-000	Cash OverShort	0.00	0.00	-2.00	2.00
101-000-3810-000	Miscellaneous Revenue	-2,000.00	-500.00	0.00	-500.00
101-000-3910-000	Sale of Fixed Assets	0.00	0.00	-475.00	475.00
	Miscellaneous Revenues	-208,491.00	-52,122.75	-77,496.60	25,373.85
	Other Financing Sources				
101-000-3920-000	Operating Transfers	-20,000.00	-5,000.00	-20,000.00	15,000.00
	Other Financing Sources	-20,000.00	-5,000.00	-20,000.00	15,000.00
101	General Fund	-12,177,416.00	-3,044,354.00	-633,313.44	-2,411,040.56

General Ledger

Budget to Actual

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 Period 01 - 03
 Fiscal Year 2023



Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101	General Fund				
401	MayorCouncil				
101-401-4101-000	Salaries - MayorCouncil	46,458.00	11,614.50	11,614.50	0.00
101-401-4121-000	PERA	2,323.00	580.75	580.74	0.01
101-401-4122-000	FICA MayorCouncil	674.00	168.50	169.26	-0.76
101-401-4151-000	Worker's Compensation	265.00	66.25	60.00	6.25
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	0.00	375.00
101-401-4340-000	Advertising	200.00	50.00	0.00	50.00
101-401-4343-000	Newsletter - MayorCouncil	23,475.00	5,868.75	0.00	5,868.75
101-401-4452-000	SubscriptionsDues	19,760.00	4,940.00	0.00	4,940.00
101-401-4900-000	Marketing & Education	5,500.00	1,375.00	357.87	1,017.13
401	MayorCouncil	104,155.00	26,038.75	12,782.37	13,256.38
402	Administration				
101-402-4101-000	Salaries - Administration	501,184.00	125,296.00	77,044.87	48,251.13
101-402-4108-000	Wellness Program-Admin	720.00	180.00	0.00	180.00
101-402-4121-000	PERA	37,589.00	9,397.25	7,000.20	2,397.05
101-402-4122-000	FICA Admin	38,341.00	9,585.25	5,885.61	3,699.64
101-402-4123-000	Def Comp Employer Contribution	1,604.00	401.00	0.00	401.00
101-402-4131-000	Health Insurance	26,927.00	6,731.75	2,700.00	4,031.75
101-402-4133-000	Life Insurance	1,153.00	288.25	181.89	106.36
101-402-4134-000	Dental Insurance	3,062.00	765.50	0.00	765.50
101-402-4151-000	Workers Compensation	4,152.00	1,038.00	2,497.00	-1,459.00
101-402-4300-000	Professional Services-Admin	13,900.00	3,475.00	3,092.27	382.73
101-402-4310-000	Other Consultant-Admin	9,000.00	2,250.00	267.50	1,982.50
101-402-4321-000	Telephone	1,080.00	270.00	270.00	0.00
101-402-4330-000	TravelTuition-Admin	8,500.00	2,125.00	3,231.54	-1,106.54
101-402-4340-000	Advertising-Admin	2,500.00	625.00	524.00	101.00
101-402-4410-000	Contracted Services-Admin	29,800.00	7,450.00	19,428.57	-11,978.57
101-402-4452-000	SubscriptionsDues-Admin	3,000.00	750.00	416.00	334.00
402	Administration	682,512.00	170,628.00	122,539.45	48,088.55
403	Elections				
101-403-4101-000	Salaries - Elections	11,000.00	2,750.00	0.00	2,750.00
101-403-4122-000	FICA Elections	100.00	25.00	0.00	25.00
101-403-4151-000	Workers Compensation	150.00	37.50	61.00	-23.50
101-403-4200-000	Office Supplies-Elections	1,000.00	250.00	0.00	250.00
101-403-4340-000	Advertising-Elections	2,000.00	500.00	0.00	500.00
101-403-4410-000	Contracted Services-Elections	6,500.00	1,625.00	0.00	1,625.00
403	Elections	20,750.00	5,187.50	61.00	5,126.50
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	237,715.00	59,428.75	53,006.42	6,422.33
101-407-4108-000	Wellness Program-Finance	720.00	180.00	0.00	180.00
101-407-4121-000	PERA	17,829.00	4,457.25	4,638.07	-180.82
101-407-4122-000	FICA Finance	18,185.00	4,546.25	3,879.80	666.45
101-407-4131-000	Health Insurance	26,164.00	6,541.00	7,984.30	-1,443.30
101-407-4133-000	Life Insurance	628.00	157.00	143.16	13.84
101-407-4134-000	Dental Insurance	1,592.00	398.00	357.32	40.68
101-407-4151-000	Workers Compensation	1,969.00	492.25	1,147.00	-654.75
101-407-4200-000	Office Supplies-Finance	1,000.00	250.00	289.11	-39.11
101-407-4308-000	Auditor	20,500.00	5,125.00	3,500.00	1,625.00

Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101-407-4310-000	Other Consultant-Finance	247,600.00	61,900.00	76,230.46	-14,330.46
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	2,180.00	545.00	0.00	545.00
101-407-4345-000	Payment Processing	2,000.00	500.00	111.41	388.59
101-407-4410-000	Contracted Services-Finance	100,000.00	25,000.00	0.00	25,000.00
101-407-4452-000	SubscriptionsDues-Finance	1,400.00	350.00	527.00	-177.00
407	Finance	686,582.00	171,645.50	151,814.05	19,831.45
414	Legal Consultants				
101-414-4301-000	Consultants Municipal Atto	30,000.00	7,500.00	1,767.50	5,732.50
101-414-4303-000	Consultants Criminal Attor	108,000.00	27,000.00	26,628.00	372.00
414	Legal Consultants	138,000.00	34,500.00	28,395.50	6,104.50
415	Economic Development				
101-415-4106-000	Temporaries - Econ Dev	25,636.00	6,409.00	568.00	5,841.00
101-415-4121-000	PERA	0.00	0.00	64.20	-64.20
101-415-4122-000	FICA Econ Dev	1,961.00	490.25	43.46	446.79
101-415-4151-000	Workers Compensation	212.00	53.00	109.00	-56.00
101-415-4200-000	Office Supplies-Econ Dev	0.00	0.00	38.54	-38.54
101-415-4300-000	Professional Services-Econ Dev	15,350.00	3,837.50	1,210.00	2,627.50
101-415-4330-000	TravelTuition-Econ Dev	350.00	87.50	350.00	-262.50
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	570.00	-388.75
101-415-4900-000	Marketing	80,750.00	20,187.50	9,957.00	10,230.50
415	Economic Development	125,284.00	31,321.00	12,910.20	18,410.80
416	Planning & Zoning				
101-416-4101-000	Salaries - P&Z	99,863.00	24,965.75	22,483.20	2,482.55
101-416-4121-000	PERA	7,490.00	1,872.50	1,960.38	-87.88
101-416-4122-000	FICA P&Z	7,640.00	1,910.00	1,649.78	260.22
101-416-4131-000	Health Insurance	8,064.00	2,016.00	2,604.55	-588.55
101-416-4133-000	Life Insurance	265.00	66.25	64.65	1.60
101-416-4134-000	Dental Insurance	612.00	153.00	204.16	-51.16
101-416-4151-000	Workers Compensation	827.00	206.75	482.00	-275.25
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	1,085.00	902.50
101-416-4330-000	TravelTuition-P&Z	1,450.00	362.50	928.00	-565.50
101-416-4331-000	Stipend P&Z Board	6,600.00	1,650.00	1,200.00	450.00
101-416-4340-000	Advertising-P&Z	250.00	62.50	33.84	28.66
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	0.00	175.00
416	Planning & Zoning	174,211.00	43,552.75	35,595.56	7,957.19
417	Engineering				
101-417-4300-000	Professional Services-Engineer	45,500.00	11,375.00	2,548.50	8,826.50
101-417-4410-000	Contracted Services-Engineer	50,854.00	12,713.50	4,696.17	8,017.33
417	Engineering	96,354.00	24,088.50	7,244.67	16,843.83
418	Comm Dev				
101-418-4101-000	Salaries - Comm Dev	155,453.00	38,863.25	34,867.21	3,996.04
101-418-4108-000	Wellness Program-Comm Dev	504.00	126.00	0.00	126.00
101-418-4121-000	PERA	11,659.00	2,914.75	3,043.91	-129.16
101-418-4122-000	FICA Comm Dev	11,892.00	2,973.00	2,661.80	311.20
101-418-4123-000	Def Comp Employer Contribution	257.00	64.25	0.00	64.25
101-418-4131-000	Health Insurance	10,584.00	2,646.00	3,504.59	-858.59
101-418-4133-000	Life Insurance	419.00	104.75	83.94	20.81
101-418-4134-000	Dental Insurance	1,041.00	260.25	204.16	56.09
101-418-4151-000	Workers Compensation	1,488.00	372.00	882.00	-510.00
101-418-4200-000	Office Supplies-Comm Dev	100.00	25.00	24.99	0.01
101-418-4300-000	Professional Services-Comm Dev	7,000.00	1,750.00	0.00	1,750.00
101-418-4330-000	TravelTuition-Comm Dev	900.00	225.00	166.00	59.00
101-418-4452-000	SubscriptionsDues-Comm Dev	725.00	181.25	822.00	-640.75
418	Comm Dev	202,022.00	50,505.50	46,260.60	4,244.90
420	Police				
101-420-4101-000	Salaries - Police	3,106,463.00	776,615.75	643,593.64	133,022.11
101-420-4102-000	Overtime - Police	76,600.00	19,150.00	23,091.71	-3,941.71
101-420-4106-000	Temporaries - Police	15,600.00	3,900.00	4,217.50	-317.50
101-420-4108-000	Wellness Program-Police	1,440.00	360.00	0.00	360.00
101-420-4121-000	PERA	532,026.00	133,006.50	149,292.46	-16,285.96
101-420-4122-000	FICA Police	66,420.00	16,605.00	13,618.76	2,986.24

Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101-420-4123-000	Def Comp Employer Contribution	3,604.00	901.00	1,651.97	-750.97
101-420-4131-000	Health Insurance	315,337.00	78,834.25	90,092.27	-11,258.02
101-420-4133-000	Life Insurance	7,703.00	1,925.75	1,706.82	218.93
101-420-4134-000	Dental Insurance	19,324.00	4,831.00	5,318.60	-487.60
101-420-4151-000	Workers Compensation	316,726.00	79,181.50	191,971.00	-112,789.50
101-420-4200-000	Office Supplies-Police	8,100.00	2,025.00	1,450.22	574.78
101-420-4211-000	Maintenance Supplies-Police	19,200.00	4,800.00	5,842.81	-1,042.81
101-420-4213-000	Youth Program	1,700.00	425.00	1,410.95	-985.95
101-420-4214-000	Crime Prevention	6,400.00	1,600.00	1,370.02	229.98
101-420-4240-000	Small ToolsEquip-Police	33,400.00	8,350.00	4,308.16	4,041.84
101-420-4300-000	Professional Services-Police	8,740.00	2,185.00	1,272.73	912.27
101-420-4321-000	Telephone-Police	23,360.00	5,840.00	3,855.24	1,984.76
101-420-4322-000	Postage-Police	1,000.00	250.00	22.05	227.95
101-420-4330-000	TravelTuition-Police	45,250.00	11,312.50	15,263.81	-3,951.31
101-420-4360-000	Insurance	60,720.00	15,180.00	39,174.00	-23,994.00
101-420-4370-000	Uniforms-Police	38,265.00	9,566.25	7,016.13	2,550.12
101-420-4381-000	Electricity-Police	420.00	105.00	72.99	32.01
101-420-4386-000	Police Reserves	2,000.00	500.00	0.00	500.00
101-420-4410-000	Contracted Services-Police	56,830.00	14,207.50	41,020.34	-26,812.84
101-420-4452-000	SubscriptionsDues-Police	1,450.00	362.50	1,873.00	-1,510.50
420	Police	4,768,078.00	1,192,019.50	1,248,507.18	-56,487.68
421	Fire				
101-421-4101-000	Salaries - Fire	276,214.00	69,053.50	61,870.60	7,182.90
101-421-4102-000	Overtime - Fire	2,000.00	500.00	0.00	500.00
101-421-4102-421	Overtime - Fire Stipend	0.00	0.00	143.71	-143.71
101-421-4103-000	Part-time Wages - Fire	184,013.00	46,003.25	33,144.87	12,858.38
101-421-4104-000	Paid On Call Firefighters	83,000.00	20,750.00	21,542.56	-792.56
101-421-4109-000	Fire Stipend	9,850.00	2,462.50	0.00	2,462.50
101-421-4109-421	Fire Stipend	0.00	0.00	1,664.50	-1,664.50
101-421-4121-000	PERA	63,870.00	15,967.50	15,424.87	542.63
101-421-4121-421	PERA	0.00	0.00	434.49	-434.49
101-421-4122-000	FICA Fire	25,162.00	6,290.50	5,149.24	1,141.26
101-421-4122-421	FICA Fire Stipend	0.00	0.00	22.44	-22.44
101-421-4131-000	Health Insurance	25,633.00	6,408.25	7,979.82	-1,571.57
101-421-4133-000	Life Insurance	688.00	172.00	146.37	25.63
101-421-4134-000	Dental Insurance	1,501.00	375.25	296.12	79.13
101-421-4151-000	Workers Compensation	83,585.00	20,896.25	59,537.00	-38,640.75
101-421-4200-000	Office Supplies-Fire	1,600.00	400.00	331.73	68.27
101-421-4211-000	Maintenance Supplies-Fire	7,675.00	1,918.75	881.87	1,036.88
101-421-4213-000	Youth Program	1,000.00	250.00	0.00	250.00
101-421-4214-000	Fire Prevention	3,000.00	750.00	0.00	750.00
101-421-4240-000	Small ToolsEquip-Fire	37,500.00	9,375.00	21,392.41	-12,017.41
101-421-4300-000	Professional Services-Fire	7,660.00	1,915.00	25.00	1,890.00
101-421-4321-000	Telephone-Fire	3,850.00	962.50	545.88	416.62
101-421-4322-000	Postage-Fire	1,000.00	250.00	0.00	250.00
101-421-4330-000	TravelTuition-Fire	40,000.00	10,000.00	22,433.22	-12,433.22
101-421-4340-000	Advertising-Fire	1,000.00	250.00	0.00	250.00
101-421-4370-000	Uniforms-Fire	61,500.00	15,375.00	13,547.23	1,827.77
101-421-4410-000	Contracted Services-Fire	37,088.00	9,272.00	10,801.36	-1,529.36
101-421-4452-000	SubscriptionsDues-Fire	1,520.00	380.00	1,315.00	-935.00
421	Fire	959,909.00	239,977.25	278,630.29	-38,653.04
422	Building Inspections				
101-422-4101-000	Salaries - Building	348,075.00	87,018.75	78,010.41	9,008.34
101-422-4108-000	Wellness Program-Bldg Insp	720.00	180.00	0.00	180.00
101-422-4121-000	PERA	26,106.00	6,526.50	6,808.81	-282.31
101-422-4122-000	FICA Building	26,628.00	6,657.00	5,812.73	844.27
101-422-4131-000	Health Insurance	43,112.00	10,778.00	12,992.78	-2,214.78
101-422-4133-000	Life Insurance	929.00	232.25	225.09	7.16
101-422-4134-000	Dental Insurance	2,756.00	689.00	714.64	-25.64
101-422-4151-000	Workers Compensation	3,407.00	851.75	1,996.00	-1,144.25
101-422-4200-000	Office Supplies-Building	1,500.00	375.00	102.05	272.95
101-422-4240-000	Small ToolsEquip-Bldg	150.00	37.50	0.00	37.50
101-422-4300-000	Professional Services-Bldg	6,000.00	1,500.00	4,175.00	-2,675.00
101-422-4321-000	Telephone-Building Inspections	2,200.00	550.00	359.16	190.84
101-422-4330-000	TravelTuition-Bldg	3,300.00	825.00	1,660.00	-835.00
101-422-4370-000	Uniforms-Building	1,140.00	285.00	0.00	285.00

Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101-422-4410-000	Contracted Services-Bldg	37,220.00	9,305.00	0.00	9,305.00
101-422-4452-000	SubscriptionsDues-Bldg Insp	520.00	130.00	0.00	130.00
422	Building Inspections	503,763.00	125,940.75	112,856.67	13,084.08
430	Streets				
101-430-4101-000	Salaries - Streets	466,965.00	116,741.25	92,557.70	24,183.55
101-430-4102-000	Overtime - Streets	14,000.00	3,500.00	2,984.08	515.92
101-430-4105-000	On CallStandby	5,000.00	1,250.00	3,888.15	-2,638.15
101-430-4106-000	Temporaries - Streets	29,920.00	7,480.00	751.50	6,728.50
101-430-4121-000	PERA	36,447.00	9,111.75	8,656.96	454.79
101-430-4122-000	FICA Streets	39,465.00	9,866.25	7,150.04	2,716.21
101-430-4123-000	Def Comp Employer Contribution	326.00	81.50	0.00	81.50
101-430-4131-000	Health Insurance	48,179.00	12,044.75	13,613.91	-1,569.16
101-430-4133-000	Life Insurance	1,299.00	324.75	279.16	45.59
101-430-4134-000	Dental Insurance	3,828.00	957.00	979.96	-22.96
101-430-4151-000	Workers Compensation	48,986.00	12,246.50	29,613.00	-17,366.50
101-430-4211-000	Maintenance Supplies-Streets	12,000.00	3,000.00	631.80	2,368.20
101-430-4223-000	Street Signs	12,000.00	3,000.00	0.00	3,000.00
101-430-4224-000	Patching Materials	50,000.00	12,500.00	2,011.92	10,488.08
101-430-4228-000	SaltSand	65,000.00	16,250.00	57,542.54	-41,292.54
101-430-4229-000	GravelMisc	7,000.00	1,750.00	0.00	1,750.00
101-430-4240-000	Small ToolsEquip-Streets	4,000.00	1,000.00	180.73	819.27
101-430-4300-000	Professional Services-Streets	12,450.00	3,112.50	4,564.00	-1,451.50
101-430-4321-000	Telephone-Streets	1,000.00	250.00	196.68	53.32
101-430-4330-000	TravelTuition-Streets	5,000.00	1,250.00	20.00	1,230.00
101-430-4370-000	Uniforms-Streets	2,600.00	650.00	59.97	590.03
101-430-4385-000	Street Lights-Streets	82,000.00	20,500.00	15,302.87	5,197.13
101-430-4410-000	Contracted Services-Streets	47,000.00	11,750.00	515.00	11,235.00
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
430	Streets	998,965.00	249,741.25	241,499.97	8,241.28
431	Fleet				
101-431-4101-000	Salaries - Fleet	197,752.00	49,438.00	45,639.67	3,798.33
101-431-4102-000	Overtime - Fleet	2,000.00	500.00	512.55	-12.55
101-431-4121-000	PERA	14,981.00	3,745.25	3,770.69	-25.44
101-431-4122-000	FICA Fleet	15,281.00	3,820.25	3,378.62	441.63
101-431-4123-000	Def Comp Employer Contribution	326.00	81.50	0.00	81.50
101-431-4131-000	Health Insurance	30,460.00	7,615.00	4,828.46	2,786.54
101-431-4133-000	Life Insurance	569.00	142.25	113.76	28.49
101-431-4134-000	Dental Insurance	1,562.00	390.50	469.60	-79.10
101-431-4151-000	Workers Compensation	7,730.00	1,932.50	5,603.00	-3,670.50
101-431-4211-000	Maintenance Supplies-Fleet	9,300.00	2,325.00	3,510.07	-1,185.07
101-431-4212-000	Vehicle Fuel	160,000.00	40,000.00	39,661.54	338.46
101-431-4221-000	Shop Parts	65,000.00	16,250.00	28,728.91	-12,478.91
101-431-4240-000	Small ToolsEquip-Fleet	7,000.00	1,750.00	1,504.55	245.45
101-431-4300-000	Professional Services-Fleet	44,300.00	11,075.00	22,305.66	-11,230.66
101-431-4321-000	Telephone-Fleet	0.00	0.00	12.00	-12.00
101-431-4330-000	TravelTuition-Fleet	1,500.00	375.00	0.00	375.00
101-431-4363-000	Auto Insurance	39,920.00	9,980.00	40,320.75	-30,340.75
101-431-4370-000	Uniforms-Fleet	570.00	142.50	0.00	142.50
101-431-4410-000	Contracted Services-Fleet	60,000.00	15,000.00	11,429.78	3,570.22
101-431-4452-000	SubscriptionsDues-Fleet	6,000.00	1,500.00	100.00	1,400.00
431	Fleet	664,251.00	166,062.75	211,889.61	-45,826.86
432	Government Buildings				
101-432-4101-000	Salaries - Gov't Bldgs	23,379.00	5,844.75	5,235.22	609.53
101-432-4103-000	Part-time Wages - Gov't Bldgs	0.00	0.00	494.50	-494.50
101-432-4106-000	Temporaries - Gov't Bldgs	8,330.00	2,082.50	0.00	2,082.50
101-432-4121-000	PERA	1,753.00	438.25	435.67	2.58
101-432-4122-000	FICA Gov't Bldgs	2,426.00	606.50	412.10	194.40
101-432-4123-000	Def Comp Employer Contribution	326.00	81.50	0.00	81.50
101-432-4131-000	Health Insurance	1,210.00	302.50	390.70	-88.20
101-432-4133-000	Life Insurance	68.00	17.00	9.93	7.07
101-432-4134-000	Dental Insurance	92.00	23.00	30.64	-7.64
101-432-4151-000	Workers Compensation	1,072.00	268.00	498.00	-230.00
101-432-4200-000	Office Supplies-Govt Buildings	10,000.00	2,500.00	1,809.36	690.64
101-432-4211-000	Maintenance Supplies-Govt Bldg	35,000.00	8,750.00	2,911.23	5,838.77
101-432-4211-500	Maintenance Supplies-PW Bldg	0.00	0.00	379.77	-379.77

Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101-432-4211-502	Maintenance Supplies-Fire #2	0.00	0.00	114.34	-114.34
101-432-4211-503	Maintenance Supplies-Civ Comp	0.00	0.00	222.80	-222.80
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	0.00	14,750.00
101-432-4300-500	Professional Services-PW Bldg	0.00	0.00	2,561.00	-2,561.00
101-432-4300-501	Professional Services-Fire #1	0.00	0.00	1,892.00	-1,892.00
101-432-4300-503	Professional Services-Civ Comp	0.00	0.00	875.00	-875.00
101-432-4321-000	Telephone-Govt Buildings	6,864.00	1,716.00	608.91	1,107.09
101-432-4321-502	Telephone-Fire Station #2	0.00	0.00	1,105.44	-1,105.44
101-432-4321-503	Telephone-Civic Complex	0.00	0.00	194.04	-194.04
101-432-4322-000	Postage-Gov't Buildings	5,000.00	1,250.00	1,500.00	-250.00
101-432-4361-000	Building Insurance	133,790.00	33,447.50	85,436.00	-51,988.50
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	2,315.02	-2,315.02
101-432-4381-501	Electricity-Fire Station #1	0.00	0.00	1,242.31	-1,242.31
101-432-4381-502	Electricity-Fire Station #2	0.00	0.00	2,570.54	-2,570.54
101-432-4381-503	Electricity-Civic Complex	0.00	0.00	10,759.62	-10,759.62
101-432-4382-000	Utilities-Gov't Bldgs	18,000.00	4,500.00	4,793.59	-293.59
101-432-4383-000	Heat-Gov't Buildings	54,000.00	13,500.00	0.00	13,500.00
101-432-4383-500	Heat-Public Works Bldg	0.00	0.00	4,841.38	-4,841.38
101-432-4383-501	Heat-Fire Station #1	0.00	0.00	2,095.59	-2,095.59
101-432-4383-502	Heat-Fire Station #2	0.00	0.00	3,103.02	-3,103.02
101-432-4383-503	Heat-Civic Complex	0.00	0.00	11,013.29	-11,013.29
101-432-4384-000	Sanitation-Gov't Bldgs	15,000.00	3,750.00	0.00	3,750.00
101-432-4384-500	Sanitation-Public Works Bldg	0.00	0.00	863.52	-863.52
101-432-4384-501	Sanitation-Fire Station #1	0.00	0.00	119.93	-119.93
101-432-4384-502	Sanitation-Fire Station #2	0.00	0.00	345.03	-345.03
101-432-4384-503	Sanitation-Civic Complex	0.00	0.00	1,116.80	-1,116.80
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	4,034.10	-4,034.10
101-432-4410-501	Contracted Services-Fire #1	0.00	0.00	2,810.31	-2,810.31
101-432-4410-502	Contracted Services-Fire #2	0.00	0.00	3,523.77	-3,523.77
101-432-4410-503	Contracted Services-Civic Comp	0.00	0.00	17,162.33	-17,162.33
101-432-4452-000	SubscriptionsDues-Gov't Bldgs	200.00	50.00	0.00	50.00
432	Government Buildings	572,410.00	143,102.50	179,826.80	-36,724.30
450	Parks				
101-450-4101-000	Salaries - Parks	435,548.00	108,887.00	117,756.98	-8,869.98
101-450-4102-000	Overtime - Parks	2,000.00	500.00	729.04	-229.04
101-450-4106-000	Temporaries - Parks	57,265.00	14,316.25	4,240.00	10,076.25
101-450-4121-000	PERA	32,816.00	8,204.00	8,828.68	-624.68
101-450-4122-000	FICA Parks	37,853.00	9,463.25	7,657.39	1,805.86
101-450-4123-000	Def Comp Employer Contribution	2,638.00	659.50	1,466.42	-806.92
101-450-4131-000	Health Insurance	47,020.00	11,755.00	13,781.41	-2,026.41
101-450-4133-000	Life Insurance	1,194.00	298.50	283.32	15.18
101-450-4134-000	Dental Insurance	3,430.00	857.50	1,092.36	-234.86
101-450-4151-000	Workers Compensation	37,376.00	9,344.00	21,706.00	-12,362.00
101-450-4211-000	Maintenance Supplies-Parks	47,000.00	11,750.00	2,579.34	9,170.66
101-450-4240-000	Small ToolsEquip-Parks	3,000.00	750.00	0.00	750.00
101-450-4300-000	Professional Services-Parks	7,150.00	1,787.50	1,500.00	287.50
101-450-4321-000	Telephone-Parks	2,000.00	500.00	132.56	367.44
101-450-4330-000	TravelTuition-Parks	3,000.00	750.00	635.90	114.10
101-450-4331-000	Stipend Park Board	2,750.00	687.50	1,200.00	-512.50
101-450-4370-000	Uniforms-Parks	1,900.00	475.00	239.90	235.10
101-450-4381-000	Electricity-Parks	3,500.00	875.00	753.39	121.61
101-450-4382-000	Utilities-Parks	25,000.00	6,250.00	568.54	5,681.46
101-450-4383-000	Heat-Parks	5,000.00	1,250.00	1,764.33	-514.33
101-450-4384-000	Sanitation-Parks	1,800.00	450.00	0.00	450.00
101-450-4410-000	Contracted Services-Parks	254,000.00	63,500.00	2,183.45	61,316.55
101-450-4415-000	Rental Equipment	500.00	125.00	0.00	125.00
101-450-4452-000	SubscriptionsDues-Parks	200.00	50.00	75.00	-25.00
450	Parks	1,013,940.00	253,485.00	189,174.01	64,310.99
451	Recreation				
101-451-4101-000	DON'T USE Salaries - Rec	0.00	0.00	0.00	0.00
101-451-4106-000	DON'T USE Temps - Recreation	0.00	0.00	0.00	0.00
101-451-4121-000	PERA	0.00	0.00	0.00	0.00
101-451-4122-000	DON'T USE FICA	0.00	0.00	0.00	0.00

Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
101-451-4321-000	Telephone-Recreation	0.00	0.00	0.00	0.00
451	Recreation	0.00	0.00	0.00	0.00
461	Environmental				
101-461-4101-000	Salaries - Environmental	25,525.00	6,381.25	5,726.99	654.26
101-461-4106-000	Temporaries - Environmental	15,300.00	3,825.00	0.00	3,825.00
101-461-4121-000	PERA	1,914.00	478.50	501.06	-22.56
101-461-4122-000	FICA Environmental	3,123.00	780.75	436.61	344.14
101-461-4131-000	Health Insurance	2,419.00	604.75	781.40	-176.65
101-461-4133-000	Life Insurance	79.00	19.75	16.62	3.13
101-461-4134-000	Dental Insurance	184.00	46.00	61.24	-15.24
101-461-4151-000	Workers Compensation	420.00	105.00	246.00	-141.00
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	39.95	35.05
101-461-4300-000	Professional Services-Env	1,000.00	250.00	0.00	250.00
101-461-4321-000	Telephone-Environmental	400.00	100.00	57.90	42.10
101-461-4330-000	TravelTuition-Env	1,100.00	275.00	651.33	-376.33
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	300.00	75.00	175.00	-100.00
461	Environmental	60,364.00	15,091.00	9,613.10	5,477.90
462	Solid Waste				
101-462-4101-000	Salaries - Solid Waste	17,017.00	4,254.25	3,817.81	436.44
101-462-4102-000	Overtime - Solid Waste	1,600.00	400.00	0.00	400.00
101-462-4106-000	Temporaries - Solid Waste	25,636.00	6,409.00	5,408.00	1,001.00
101-462-4121-000	PERA	1,396.00	349.00	796.08	-447.08
101-462-4122-000	FICA Solid Waste	3,385.00	846.25	704.84	141.41
101-462-4131-000	Health Insurance	1,613.00	403.25	520.93	-117.68
101-462-4133-000	Life Insurance	58.00	14.50	11.10	3.40
101-462-4134-000	Dental Insurance	122.00	30.50	40.84	-10.34
101-462-4151-000	Workers Compensation	367.00	91.75	199.00	-107.25
101-462-4200-000	Office Supplies-Solid Waste	1,100.00	275.00	574.08	-299.08
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	2,564.83	-814.83
101-462-4410-000	Contracted Services-So. Waste	22,700.00	5,675.00	3,092.66	2,582.34
462	Solid Waste	82,214.00	20,553.50	17,730.17	2,823.33
463	Forestry				
101-463-4101-000	Salaries - Forestry	21,271.00	5,317.75	4,772.39	545.36
101-463-4121-000	PERA	1,595.00	398.75	417.61	-18.86
101-463-4122-000	FICA Forestry	1,627.00	406.75	363.80	42.95
101-463-4131-000	Health Insurance	2,016.00	504.00	651.13	-147.13
101-463-4133-000	Life Insurance	68.00	17.00	13.86	3.14
101-463-4134-000	Dental Insurance	153.00	38.25	51.04	-12.79
101-463-4151-000	Workers Compensation	1,829.00	457.25	1,065.00	-607.75
101-463-4211-000	Maintenance Supplies-Forestry	3,000.00	750.00	0.00	750.00
101-463-4240-000	Small ToolsEquip-Forestry	250.00	62.50	0.00	62.50
101-463-4370-000	Uniforms-Forestry	380.00	95.00	301.75	-206.75
101-463-4410-000	Contracted Services-Forestry	50,000.00	12,500.00	9,350.00	3,150.00
463	Forestry	82,189.00	20,547.25	16,986.58	3,560.67
499	Other				
101-499-4905-000	Contingency	234,000.00	58,500.00	0.00	58,500.00
499	Other	234,000.00	58,500.00	0.00	58,500.00
101	General Fund	12,177,416.00	3,044,354.00	2,924,317.78	120,036.22

General Ledger

Budget to Actual



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 Period 01 - 03
 Fiscal Year 2023

Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
202	The Rookery Activity Center				
	Taxes				
202-000-3010-000	Current Taxes	-325,000.00	-81,250.00	0.00	-81,250.00
	Taxes	-325,000.00	-81,250.00	0.00	-81,250.00
	Charges for Service				
202-000-3470-000	Annual Membership Fees	-137,218.00	-34,304.50	-83,837.69	49,533.19
202-000-3471-000	Monthly Membership Fees	-736,113.00	-184,028.25	-119,279.62	-64,748.63
202-000-3472-000	Daily Use Fees	-67,668.00	-16,917.00	-21,752.50	4,835.50
202-000-3474-000	EF Personal & Specialty Train	-110,000.00	-27,500.00	-13,408.00	-14,092.00
202-000-3475-000	EF Spinning Classes	-25,000.00	-6,250.00	0.00	-6,250.00
202-000-3476-000	Gym Rentals	-15,000.00	-3,750.00	-435.00	-3,315.00
202-000-3477-000	Pool Rentals	-30,000.00	-7,500.00	-1,766.25	-5,733.75
202-000-3478-000	Room Rentals	-6,500.00	-1,625.00	-1,132.00	-493.00
202-000-3480-000	Retail	-6,500.00	-1,625.00	-213.68	-1,411.32
202-000-3481-000	Enrollment Fees	-14,820.00	-3,705.00	-6,630.00	2,925.00
202-000-3482-000	Locker Rental	-9,000.00	-2,250.00	-296.14	-1,953.86
202-000-3483-000	Towel Service	-18,495.00	-4,623.75	-676.00	-3,947.75
202-000-3484-000	Child Watch	-1,000.00	-250.00	-264.00	14.00
202-000-3485-603	Swim Lessons	-125,979.00	-31,494.75	-50,136.33	18,641.58
202-000-3485-604	Youth Programs	-22,350.00	-5,587.50	-2,273.00	-3,314.50
202-000-3485-605	Gym Programs	-8,500.00	-2,125.00	-3,360.00	1,235.00
202-000-3485-606	AdultFamily Programs	-4,450.00	-1,112.50	-3,215.40	2,102.90
202-000-3485-607	Active Adult Programs	-850.00	-212.50	-240.00	27.50
202-000-3485-608	Community Programs	-15,400.00	-3,850.00	-300.00	-3,550.00
202-000-3485-609	Birthday Parties	-20,000.00	-5,000.00	-8,505.00	3,505.00
202-000-3485-610	Summer Camps	-40,000.00	-10,000.00	-8,726.21	-1,273.79
	Charges for Service	-1,414,843.00	-353,710.75	-326,446.82	-27,263.93
	Miscellaneous Revenues				
202-000-3731-000	Silver Sneakers	-34,232.00	-8,558.00	-7,840.00	-718.00
202-000-3732-000	Renew ActiveOne Pass	-48,746.00	-12,186.50	-8,174.30	-4,012.20
202-000-3800-000	Cash OverShort	0.00	0.00	-34.94	34.94
	Miscellaneous Revenues	-82,978.00	-20,744.50	-16,049.24	-4,695.26
202	The Rookery Activity Center	-1,822,821.00	-455,705.25	-342,496.06	-113,209.19

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	517,067.00	129,266.75	114,359.54	14,907.21
202-451-4102-000	Overtime - RAC	0.00	0.00	183.64	-183.64
202-451-4103-000	Part-time Wages - RAC	495,000.00	123,750.00	99,603.53	24,146.47
202-451-4103-601	Part-time Wages RAC Child Wa	0.00	0.00	0.00	0.00
202-451-4103-603	Part-time Wages RAC Swim Less	33,447.00	8,361.75	9,313.94	-952.19
202-451-4103-604	Part-time Wages RAC Youth Prog	9,150.00	2,287.50	0.00	2,287.50
202-451-4103-605	Part-time Wages RAC Gym Prog	1,950.00	487.50	0.00	487.50
202-451-4103-606	Part-time Wages RAC AF Prog	1,000.00	250.00	0.00	250.00
202-451-4103-608	Part-time Wages RAC Comm Prog	1,700.00	425.00	0.00	425.00
202-451-4103-609	Part-time Wages RAC Birthdays	2,600.00	650.00	68.00	582.00
202-451-4103-610	Part-time Wages RAC Summer Cam	25,000.00	6,250.00	0.00	6,250.00
202-451-4121-000	PERA RAC	57,343.00	14,335.75	14,762.76	-427.01
202-451-4121-601	PERA RAC Child Watch	0.00	0.00	0.00	0.00
202-451-4121-603	PERA RAC Swim Less	0.00	0.00	235.29	-235.29
202-451-4122-000	FICA RAC	77,423.00	19,355.75	15,861.56	3,494.19
202-451-4122-601	FICA RAC Child Watch	0.00	0.00	0.00	0.00
202-451-4122-603	FICA RAC Swim Less	0.00	0.00	713.67	-713.67
202-451-4122-609	FICA RAC Birthdays	0.00	0.00	5.19	-5.19
202-451-4131-000	Health Insurance	56,575.00	14,143.75	16,947.33	-2,803.58
202-451-4133-000	Life Insurance	1,398.00	349.50	330.11	19.39
202-451-4134-000	Dental Insurance	4,287.00	1,071.75	1,020.88	50.87
202-451-4151-000	Workers Compensation	29,232.00	7,308.00	13,677.00	-6,369.00
	Personal Services	1,313,172.00	328,293.00	287,082.44	41,210.56
	Supplies				
202-451-4200-000	Office Supplies-RAC	5,500.00	1,375.00	1,463.15	-88.15
202-451-4200-603	Office Supplies RAC Swim Less	1,000.00	250.00	493.41	-243.41
202-451-4200-604	Office Supplies RAC Youth Prog	1,550.00	387.50	134.28	253.22
202-451-4200-605	Office Supplies RAC Gym Prog	350.00	87.50	91.39	-3.89
202-451-4200-606	Office Supplies RAC AF Prog	2,000.00	500.00	348.85	151.15
202-451-4200-607	Office Supplies RAC ActAd Prog	500.00	125.00	0.00	125.00
202-451-4200-608	Office Supplies RAC Comm Prog	2,000.00	500.00	0.00	500.00
202-451-4200-609	Office Supplies RAC Birthdays	1,000.00	250.00	89.48	160.52
202-451-4200-610	Office Supplies RAC Summer Cam	6,500.00	1,625.00	0.00	1,625.00
202-451-4200-805	Office Supplies RAC Misc Prog	0.00	0.00	1,633.07	-1,633.07
202-451-4211-000	Maintenance Supplies-RAC	46,500.00	11,625.00	5,626.96	5,998.04
202-451-4222-000	Chemicals	7,200.00	1,800.00	2,186.76	-386.76
202-451-4235-000	Resale Items	5,000.00	1,250.00	34.80	1,215.20
202-451-4240-000	Small ToolsEquip-RAC	10,000.00	2,500.00	674.64	1,825.36
202-451-4240-301	Small ToolsEquip-RAC-ARPA	0.00	0.00	9,885.00	-9,885.00
	Supplies	89,100.00	22,275.00	22,661.79	-386.79
	Services & Charges				
202-451-4300-000	Professional Services-RAC	10,000.00	2,500.00	4,280.44	-1,780.44
202-451-4310-000	Other Consultant	57,779.00	14,444.75	27,601.00	-13,156.25
202-451-4321-000	Telephone- RAC	2,750.00	687.50	1,165.92	-478.42
202-451-4322-000	Postage-RAC	2,500.00	625.00	0.00	625.00
202-451-4330-000	TravelTuition-RAC	3,000.00	750.00	1,042.97	-292.97
202-451-4340-000	Advertising-RAC	667.00	166.75	304.50	-137.75
202-451-4345-000	Payment Processing	38,997.00	9,749.25	3,595.62	6,153.63
202-451-4361-000	Building Insurance-RAC	26,290.00	6,572.50	16,961.00	-10,388.50
202-451-4370-000	Uniforms-RAC	2,850.00	712.50	170.00	542.50
202-451-4381-000	Electricity-RAC	88,000.00	22,000.00	13,003.83	8,996.17
202-451-4382-000	Utilities-RAC	10,920.00	2,730.00	3,107.89	-377.89

Account Number	Description	Budget	YTD Budget	End Bal	YTD Bgt Var
202-451-4383-000	Heat-RAC	55,750.00	13,937.50	15,846.59	-1,909.09
202-451-4384-000	Sanitation-RAC	6,000.00	1,500.00	771.76	728.24
	Services & Charges	305,503.00	76,375.75	87,851.52	-11,475.77
	Contractual Services				
202-451-4410-000	Contracted Services-RAC	12,500.00	3,125.00	2,675.81	449.19
202-451-4410-604	Contracted Services RAC Youth	0.00	0.00	500.00	-500.00
202-451-4410-605	Contracted Srvs RAC Gym Prog	0.00	0.00	120.00	-120.00
202-451-4410-606	Contracted Services RAC Adult	800.00	200.00	0.00	200.00
202-451-4410-607	Contracted Srvs RAC ActAd Prog	0.00	0.00	125.00	-125.00
202-451-4410-608	Contracted Srvs RAC Comm Prog	6,750.00	1,687.50	0.00	1,687.50
202-451-4411-000	Cont Srvs - Fitness Provider	241,230.00	60,307.50	34,995.00	25,312.50
202-451-4418-000	Special Projects	8,750.00	2,187.50	0.00	2,187.50
202-451-4452-000	SubscriptionsDues-RAC	1,000.00	250.00	1,219.98	-969.98
202-451-4900-000	Marketing	11,000.00	2,750.00	1,488.30	1,261.70
	Contractual Services	282,030.00	70,507.50	41,124.09	29,383.41
202	The Rookery Activity Center	1,989,805.00	497,451.25	438,719.84	58,731.41

General Ledger Budget to Actual

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 Period 01 - 03
 Fiscal Year 2023



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	-5,250.00	-6,500.00
601-000-3406-000	Water Meter Sales	-50,000.00	-12,500.00	-25,009.68	-14,523.80
601-000-3407-000	Irrigation Controller Sales	-5,000.00	-1,250.00	-140.00	-1,350.00
601-000-3620-000	Interest On Investments	-50,000.00	-12,500.00	-30,237.37	151,435.11
601-000-3621-000	Chg in Fair Value of Invest	0.00	0.00	-52,598.85	0.00
601-000-3714-000	Miscellaneous Revenue	-1,800.00	-450.00	-120.00	-494.00
601-000-3850-000	Flat Water Charge	-441,420.00	-110,355.00	-95,155.69	-71,150.62
601-000-3855-000	Water Sales	-1,308,841.00	-327,210.25	-174,132.42	-163,343.14
601-000-3858-000	Penalty	-22,000.00	-5,500.00	-8,901.04	-5,077.39
601-000-3910-000	Sale of Fixed Assets	0.00	0.00	-976.87	0.00
601	Water Operating	-1,920,311.00	-480,077.75	-392,521.92	-111,003.84
602	Sewer Operating				
602-000-3249-000	Sewer Hook Up Charge	-33,000.00	-8,250.00	-4,400.00	-5,400.00
602-000-3620-000	Interest On Investments	-80,000.00	-20,000.00	-52,704.59	232,864.54
602-000-3621-000	Chg in Fair Value of Invest	0.00	0.00	-89,665.97	0.00
602-000-3856-000	Sewer Sales	-1,827,010.00	-456,752.50	-492,021.80	-463,170.16
602-000-3858-000	Penalty	-26,000.00	-6,500.00	-8,114.16	-3,560.44
602-000-3910-000	Sale of Fixed Assets	-500.00	-125.00	-976.88	0.00
602	Sewer Operating	-1,966,510.00	-491,627.50	-647,883.40	-239,266.06
603	Storm Water Operating				
603-000-3620-000	Interest On Investments	0.00	0.00	-1,470.57	171.85
603-000-3621-000	Chg in Fair Value of Invest	0.00	0.00	-3,067.26	0.00
603-000-3858-000	Penalty	0.00	0.00	-2,086.11	0.00
603-000-3859-000	Storm Water Utility	-536,470.00	-134,117.50	-113,716.47	-62,953.52
603	Storm Water Operating	-536,470.00	-134,117.50	-120,340.41	-62,781.67

General Ledger

Budget to Actual

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 Period 01 - 03
 Fiscal Year 2023



Account Number	Description	Budget	YTD Budget	End Bal	One Year Prior Actual
601	Water Operating				
	Personal Services				
601-494-4101-000	Salaries - Water	285,610.00	71,402.50	57,918.59	43,423.92
601-494-4102-000	Overtime - Water	7,000.00	1,750.00	2,006.92	2,147.24
601-494-4105-000	On CallStandby	5,000.00	1,250.00	0.00	-344.35
601-494-4106-000	Temporaries - Water	9,860.00	2,465.00	684.00	802.50
601-494-4108-000	Wellness Program-Water	72.00	18.00	0.00	0.00
601-494-4121-000	PERA	22,321.00	5,580.25	5,229.13	4,000.06
601-494-4122-000	FICA Water	23,521.00	5,880.25	4,449.09	3,395.40
601-494-4123-000	Def Comp Employer Contribution	145.00	36.25	0.00	101.49
601-494-4131-000	Health Insurance	35,939.00	8,984.75	7,685.69	7,706.67
601-494-4133-000	Life Insurance	905.00	226.25	165.99	193.50
601-494-4134-000	Dental Insurance	2,481.00	620.25	689.04	530.33
601-494-4151-000	Workers Compensation	10,406.00	2,601.50	6,972.00	3,918.00
	Personal Services	403,260.00	100,815.00	85,800.45	65,874.76
	Supplies				
601-494-4200-000	Office Supplies-Water	2,500.00	625.00	913.71	177.08
601-494-4211-000	Maintenance Supplies-Water	45,000.00	11,250.00	1,618.05	6,700.64
601-494-4212-000	Vehicle Fuel	12,000.00	3,000.00	0.00	0.00
601-494-4215-000	Water Meters	150,000.00	37,500.00	6,106.56	10,605.80
601-494-4216-000	Irrigation Controllers	20,000.00	5,000.00	0.00	19,798.90
601-494-4222-000	Chemicals	125,000.00	31,250.00	16,410.14	11,751.94
601-494-4240-000	Small ToolsEquip-Water	2,500.00	625.00	401.46	214.70
	Supplies	357,000.00	89,250.00	25,449.92	49,249.06
	Services & Charges				
601-494-4300-000	Professional Services-Water	100,300.00	25,075.00	15,118.40	10,873.83
601-494-4301-000	Municipal Attorney	0.00	0.00	1,612.50	0.00
601-494-4304-000	Municipal Engineer	25,000.00	6,250.00	1,144.50	1,559.09
601-494-4308-000	Auditor	0.00	0.00	1,500.00	0.00
601-494-4310-000	Other Consultant-Water	16,547.00	4,136.75	5,408.51	7,309.81
601-494-4321-000	Telephone-Water	5,000.00	1,250.00	808.85	573.67
601-494-4322-000	Postage-Water	5,500.00	1,375.00	596.92	596.60
601-494-4330-000	TravelTuition-Water	4,500.00	1,125.00	97.50	0.00
601-494-4340-000	Advertising-Water	10,000.00	2,500.00	0.00	188.07
601-494-4345-000	Payment Processing	11,000.00	2,750.00	1,755.20	1,293.02
601-494-4360-000	Insurance	26,840.00	6,710.00	17,316.00	7,646.00
601-494-4363-000	Auto Insurance	1,000.00	250.00	645.00	629.00
601-494-4370-000	Uniforms-Water	900.00	225.00	198.94	334.95
601-494-4381-000	Electricity-Water	90,000.00	22,500.00	15,001.79	15,703.67
601-494-4382-000	Utilities-Water	15,000.00	3,750.00	1,217.40	1,265.73
601-494-4383-000	Heat-Water	5,000.00	1,250.00	898.31	967.76
	Services & Charges	316,587.00	79,146.75	63,319.82	48,941.20
	Contractual Services				
601-494-4410-000	Contracted Services-Water	64,495.00	16,123.75	1,625.25	773.99
601-494-4452-000	SubscriptionsDues-Water	1,000.00	250.00	55.00	637.87
	Contractual Services	65,495.00	16,373.75	1,680.25	1,411.86
	Capital Outlay				
601-494-5000-000	Capital Outlay	0.00	0.00	-10,455.98	36,831.65
	Capital Outlay	0.00	0.00	-10,455.98	36,831.65
	Operating Transfers				
601-494-4910-000	Operating Transfers	980,020.00	245,005.00	0.00	0.00
	Operating Transfers	980,020.00	245,005.00	0.00	0.00

Account Number	Description	Budget	YTD Budget	End Bal	One Year Prior Actual
601	Water Operating	2,122,362.00	530,590.50	165,794.46	202,308.53
602	Sewer Operating				
	Personal Services				
602-495-4101-000	Salaries - Sewer	285,610.00	71,402.50	57,918.57	43,424.05
602-495-4102-000	Overtime - Sewer	7,000.00	1,750.00	2,006.89	2,147.25
602-495-4105-000	On CallStandby	5,000.00	1,250.00	0.00	-344.35
602-495-4106-000	Temporaries - Sewer	9,860.00	2,465.00	684.00	802.50
602-495-4108-000	Wellness Program-Sewer	72.00	18.00	0.00	0.00
602-495-4121-000	PERA	22,321.00	5,580.25	5,228.81	3,999.86
602-495-4122-000	FICA Sewer	23,521.00	5,880.25	4,448.98	3,395.58
602-495-4123-000	Def Comp Employer Contribution	145.00	36.25	0.00	101.49
602-495-4131-000	Health Insurance	35,939.00	8,984.75	7,685.63	7,706.57
602-495-4133-000	Life Insurance	905.00	226.25	165.72	193.20
602-495-4134-000	Dental Insurance	2,481.00	620.25	689.04	530.33
602-495-4151-000	Workers Compensation	23,602.00	5,900.50	13,663.00	8,846.00
	Personal Services	416,456.00	104,114.00	92,490.64	70,802.48
	Supplies				
602-495-4200-000	Office Supplies-Sewer	2,500.00	625.00	913.70	177.08
602-495-4211-000	Maintenance Supplies-Sewer	45,000.00	11,250.00	4,213.04	15,755.38
602-495-4212-000	Vehicle Fuel	12,000.00	3,000.00	0.00	0.00
602-495-4240-000	Small ToolsEquip-Sewer	2,500.00	625.00	585.42	700.41
	Supplies	62,000.00	15,500.00	5,712.16	16,632.87
	Services & Charges				
602-495-4300-000	Professional Services-Sewer	165,300.00	41,325.00	40,715.72	6,993.04
602-495-4304-000	Municipal Engineer	25,000.00	6,250.00	1,144.50	1,122.08
602-495-4304-146	Municipal Engineer	0.00	0.00	1,548.00	7,505.75
602-495-4308-000	Auditor	0.00	0.00	2,300.00	0.00
602-495-4310-000	Other Consultant-Sewer	16,547.00	4,136.75	5,408.51	7,309.81
602-495-4321-000	Telephone-Sewer	1,500.00	375.00	249.33	89.07
602-495-4322-000	Postage-Sewer	5,000.00	1,250.00	494.39	596.60
602-495-4330-000	TravelTuition-Sewer	4,500.00	1,125.00	741.04	0.00
602-495-4340-000	Advertising-Sewer	500.00	125.00	0.00	0.00
602-495-4345-000	Payment Processing	11,000.00	2,750.00	1,755.21	1,293.03
602-495-4360-000	Insurance	22,130.00	5,532.50	14,281.00	11,314.00
602-495-4363-000	Auto Insurance	1,000.00	250.00	645.00	629.00
602-495-4370-000	Uniforms-Sewer	900.00	225.00	198.93	334.95
602-495-4381-000	Electricity-Sewer	32,000.00	8,000.00	6,667.28	6,206.26
602-495-4382-000	Utilities-Sewer	15,000.00	3,750.00	2,178.03	2,067.48
602-495-4383-000	Heat-Sewer	1,800.00	450.00	317.00	286.42
	Services & Charges	302,177.00	75,544.25	78,643.94	45,747.49
	Contractual Services				
602-495-4405-000	MCES Sewer Charges	1,165,549.00	291,387.25	388,516.16	362,579.64
602-495-4410-000	Contracted Services-Sewer	81,560.00	20,390.00	301.59	307.96
602-495-4452-000	SubscriptionsDues-Sewer	1,000.00	250.00	23.49	137.88
	Contractual Services	1,248,109.00	312,027.25	388,841.24	363,025.48
	Capital Outlay				
602-495-5000-000	Capital Outlay	35,000.00	8,750.00	0.00	33,168.90
602-495-5000-146	Capital Outlay - 2022 ESLD	0.00	0.00	-25,680.23	0.00
	Capital Outlay	35,000.00	8,750.00	-25,680.23	33,168.90
	Operating Transfers				
602-495-4910-000	Operating Transfers	225,420.00	56,355.00	0.00	0.00
	Operating Transfers	225,420.00	56,355.00	0.00	0.00
602	Sewer Operating	2,289,162.00	572,290.50	540,007.75	529,377.22
603	Storm Water Operating				
	Personal Services				
603-496-4101-000	Salaries - Storm	150,293.00	37,573.25	26,868.99	13,732.78
603-496-4102-000	Overtime - Storm	0.00	0.00	855.36	1,046.42
603-496-4108-000	Wellness Program	72.00	18.00	0.00	0.00
603-496-4121-000	PERA	11,272.00	2,818.00	2,452.10	1,108.55
603-496-4122-000	FICA Storm Water	11,497.00	2,874.25	2,066.53	1,109.80
603-496-4123-000	Def Comp Employer Contribution	145.00	36.25	0.00	101.49
603-496-4131-000	Health Insurance	7,819.00	1,954.75	1,471.36	700.71

Account Number	Description	Budget	YTD Budget	End Bal	One Year Prior Actual
603-496-4133-000	Life Insurance	466.00	116.50	90.24	59.77
603-496-4134-000	Dental Insurance	1,102.00	275.50	81.64	53.96
603-496-4151-000	Workers Compensation	12,719.00	3,179.75	7,739.00	0.00
	Personal Services	195,385.00	48,846.25	41,625.22	17,913.48
	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
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	5,000.00	1,250.00	0.00	0.00
603-496-4304-000	Municipal Engineer	37,000.00	9,250.00	3,829.25	1,122.08
603-496-4321-000	Telephone-Storm	350.00	87.50	4.50	3.75
603-496-4322-000	Postage-Storm	955.00	238.75	0.00	596.58
603-496-4330-000	TravelTuition-Storm	1,700.00	425.00	315.00	0.00
603-496-4360-000	Insurance	40.00	10.00	29.00	0.00
603-496-4363-000	Auto Insurance	260.00	65.00	0.00	0.00
	Services & Charges	45,305.00	11,326.25	4,177.75	1,722.41
	Contractual Services				
603-496-4410-000	Contracted Services-Storm	227,000.00	56,750.00	116,140.06	209.39
603-496-4452-000	SubscriptionsDues-Storm	500.00	125.00	364.95	339.75
	Contractual Services	227,500.00	56,875.00	116,505.01	549.14
	Capital Outlay				
603-496-5000-000	Capital Outlay	44,280.00	11,070.00	0.00	0.00
	Capital Outlay	44,280.00	11,070.00	0.00	0.00
603	Storm Water Operating	536,470.00	134,117.50	162,307.98	20,185.03

**CITY COUNCIL
AGENDA ITEM 1H**

STAFF ORIGINATOR: Jolleen Chaika, City Clerk

MEETING DATE: May 8, 2023

TOPIC: Consider Approval of Resolution 23-42, Rice Lake Elementary School and PTO Spring Carnival

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

BACKGROUND:

Rice Lake Elementary School and PTO has applied for a Special Event Permit for a Spring Carnival on Sunday, May 21, 2023.

The applicant is proposing to have food trucks, a DJ, carnival games, and bounce houses at the event located at Rice Lake Elementary School at 575 Birch Street.

The application has been reviewed by staff, including the Public Safety Department. The applicant has been provided with a list of safety conditions which are also incorporated into the attached resolution. The applicant has agreed to comply with the conditions and to address any other safety considerations that may arise.

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

RECOMMENDATION:

Approve Resolution No. 23-42 authorizing issuance of Special Event Permit for Rice Lake Elementary School and PTO Family Fun Day.

ATTACHMENTS:

Resolution 23-42

**CITY OF LINO LAKES
RESOLUTION NO. 23-42**

**AUTHORIZING A SPECIAL EVENT PERMIT FOR RICE LAKE ELEMENTARY
SCHOOL AND PTO SPRING CARNIVAL ON MAY 21, 2023**

WHEREAS, the Rice Lake Elementary PTO has applied for a special event permit; and,

WHEREAS, the event plan includes outdoor DJ booth and carnival games from 12:00 p.m. to 4:00 p.m. Sunday, May 21, 2023 as well as various food trucks and bounce houses; and,

WHEREAS, the Public Safety Department has reviewed plans for the event and requires the following of food truck vendors:

- Clearance from buildings, combustible materials, and other vehicles (Food Trucks) is 10'
- The fire department must have vehicular access, fire lanes, and access roads clear of obstructions to the food trucks
- Ensure clearance is provided for the fire department to access fire hydrants and access to fire department connections
- Class K fire extinguisher must be present for cooking fires in each food truck
- Minimum of on 2A 10BC extinguisher present in each food truck for ordinary fires
- Engine Driven Power Sources must be clear of any air intake by 12' on the food truck
- Engine Driven Power Sources must be 12' from any egress; and,

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

WHEREAS, the food truck vendors are required to provide their state licensing information as well as Anoka County Environmental Services licensing to the Rice Lake Elementary PTO who will provide it to the City Clerk as requested; and,

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

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

WHEREAS, city staff has reviewed the Special Event Permit application and plan for the carnival event for compliance with city ordinance and regulations.

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

That the City Council authorizes issuance of a Special Event Permit to the Rice Lake Elementary School and PTO for the event scheduled on May 21, 2023, with conditions attached hereto.

Adopted by the Council of the City of Lino Lakes this 8th day of May, 2023.

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:

Jolleen Chaika, City Clerk

**CITY COUNCIL
AGENDA ITEM 3A**

STAFF ORIGINATOR: Meg Sawyer, Human Resources and Communications Manager

MEETING DATE: May 8, 2023

TOPIC: Consider Appointment of Paid On-Call Firefighter

VOTE REQUIRED: 3/5

INTRODUCTION

The Council is being asked to approve the appointment of Michael Carlson for a Paid On-Call Firefighter position in the Public Safety Department.

BACKGROUND

Staff has completed the recruitment process, provided a conditional offer, and is recommending the approval of Carlson for a Paid On-Call Firefighter position.

Currently the City has nine firefighters at Fire Station 1 and eleven firefighters at Fire Station 2. Full staffed would be 20 firefighters at each station.

The hourly rate of pay is \$15, which is the starting rate of pay for the position. Upon completion of 5 years of service, Carlson would be eligible for a rate increase.

With the Council's approval, Carlson would start in the position on May 15, 2023.

RECOMMENDATION

Please approve the appointment of Michael Carlson to the Paid On-Call Firefighter position.

**CITY COUNCIL
AGENDA ITEM 3B**

STAFF ORIGINATOR: Meg Sawyer, Human Resources and Communications Manager

MEETING DATE: May 8, 2023

TOPIC: Appointment of Community Service Officer

VOTE REQUIRED: 3/5

INTRODUCTION

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

BACKGROUND

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

Crawl is working towards a degree in law enforcement and is currently volunteering in the reserve program with the City of Lino Lakes.

The hourly rate would be \$23.88, which is the starting rate of the AFSCME Labor Contract. The wage schedule has six steps.

With the Council's approval, Crawl would start in the position of Community Service Officer on May 15, 2023.

RECOMMENDATION

Please approve the appointment of Adam Crawl to the Community Service Officer position.

**CITY COUNCIL
AGENDA ITEM 4A**

STAFF ORIGINATOR: John Swenson, Public Safety Director

MEETING DATE: May 8, 2023

TOPIC: Approval of Resolution # 23-40 Approving the use of All-Terrain Vehicles on Blanchard Blvd

VOTE REQUIRED: 3/5

INTRODUCTION

Staff received a request from Lyngblomsten management to seek Council approval for the use of motorized golf carts and maintenance carts within, and throughout, the Lyngblomsten at Lino Lakes Addition, located in the 6000 block of Blanchard Blvd.

BACKGROUND

Lyngblomsten staff would like to use golf carts to transport prospective residents throughout the campus as an efficient means of transportation when showing the campus property, and homes. Additionally, Lyngblomsten would like to use motorized maintenance carts to conduct utility and maintenance work throughout their properties.

Currently, golf carts and motorized maintenance carts meet the definition of an All-Terrain Vehicle (ATV) of Lino Lakes Ordinance 807.01. ATV's are prohibited from operation on any city street, per ordinance 807.07 (2) (a). However, 807.07 (2) (e), allows Council to approve, by resolution, the operation of ATV's in specific areas owned by the City of Lino Lakes.

In this case, Lyngblomsten at Lino Lakes owns all land and residential properties within their Lino Lakes addition, including the roadways of Hammerly Ct., Dennis Ln., and Lyngblomsten Dr. As such, operation of motorized golf and maintenance carts are allowed on the land and roadways owned by Lyngblomsten, at their discretion. However, Blanchard Blvd., a roadway owned by the City of Lino Lakes, cannot be operated on, or across, by an ATV, at this time.

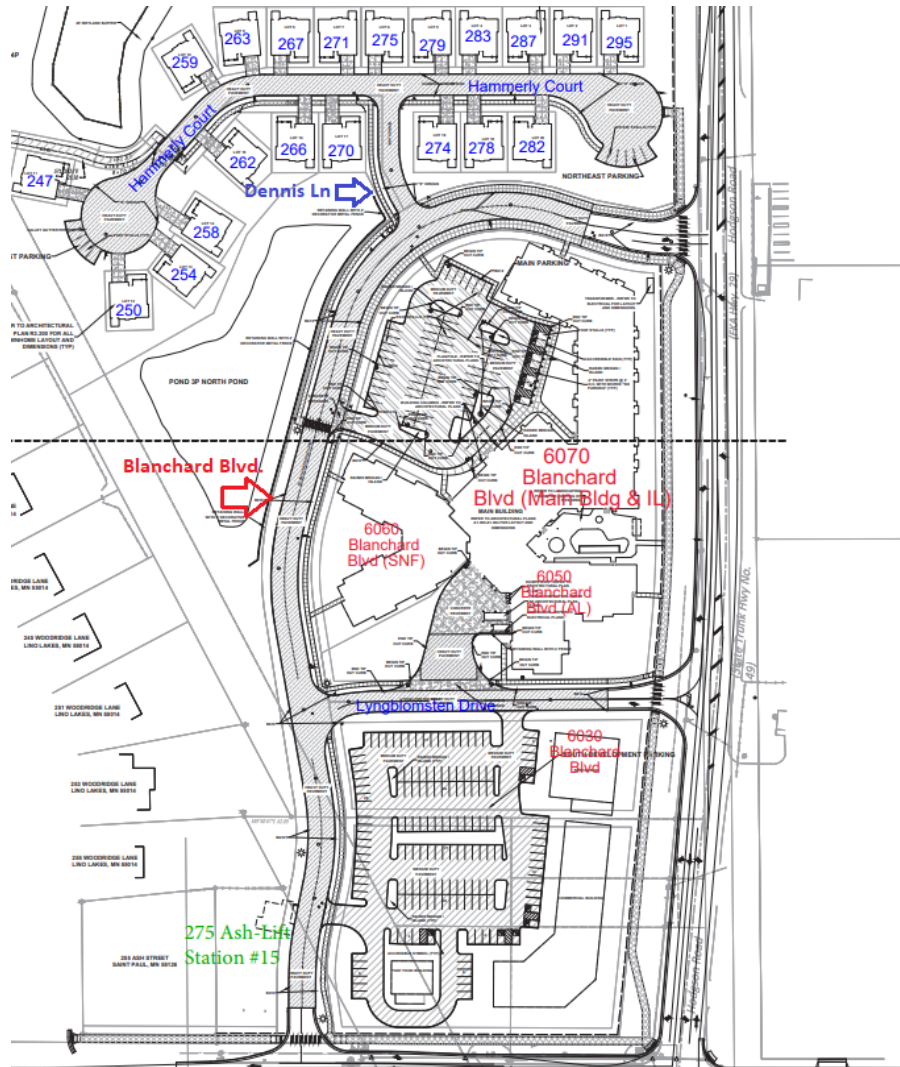
RECOMMENDATION

Staff recommends approving Resolution 23-40 allowing Lyngblomsten staff to operate golf carts and motorized maintenance carts with the Lyngblomsten at Lino Lakes addition.

ATTACHMENTS

Map of Lyngblomsten at Lino Lakes Addition
Resolution 23-40

Map of Lyngblomsten at Lino Lakes Addition



NOTES:
 1. REFER TO SHEET C1.21, SITE PLAN NORTH, FOR NOTES.
 2. REFER TO SHEET C1.31, GRADING AND DRAINAGE PLAN NORTH, FOR GENERAL NOTES.

SITE STATISTICS:

Parking Area	Total Stalls	Accessible Stalls Required	Accessible Stalls Provided
NORTHEAST PARKING	4	1	0
NORTHWEST PARKING	5	1	0
MAIN PARKING	77	4	7
SOUTH DEVELOPMENT PARKING	103	6	6

LEGEND

Symbol	Description
(Circle with crosshair)	REFERENCE KEY TO SITE DETAILS (DETAIL ID NUMBER (TOP), DETAIL SHEET NUMBER (BOTTOM))
(Hatched pattern)	PROPOSED CONCRETE WALK
(Hatched pattern)	PROPOSED CONCRETE SLAB
(Hatched pattern)	PROPOSED BITUMINOUS TRAIL PAVEMENT
(Hatched pattern)	PROPOSED MEDIUM DUTY BITUMINOUS PAVEMENT
(Hatched pattern)	PROPOSED URBAN STREET PAVEMENT
(Hatched pattern)	PROPOSED RETAINING WALL
(Dashed line)	PROPOSED DECORATIVE METAL FENCE
(Square with cross)	PROPOSED TRAFFIC CONTROL SIGN
(Circle with dot)	PROPOSED BOLLARD
(Square with X)	PAINTED ACCESSIBLE SYMBOL
(Circle with M)	PROPOSED MANHOLE (MH)
(Circle with CB)	PROPOSED CATCH BASIN (CB)
(Circle with FES)	PROPOSED FLARED END SECTION (FES)
(Circle with HYD)	PROPOSED HYDRANT (HYD)
(Circle with GV)	PROPOSED GATE VALVE (GV)
(Circle with PV)	PROPOSED POST INDICATOR VALVE (PIV)
(Circle with flagpole)	PROPOSED BUILDING STOOP - REFER TO ARCHITECTURAL PLANS
(Circle with flagpole)	PROPOSED FLAGPOLE - REFER TO ARCHITECTURAL PLANS
(Circle with light pole)	PROPOSED STREET LIGHT POLE
(Dashed line)	PROPERTY LINE
(Hatched pattern)	TRAIL WITHIN RIGHT OF WAY

Private Streets

Public Street

**CITY OF LINO LAKES
RESOLUTION NO. 23-40**

**RESOLUTION APPROVING THE USE OF ALL-TERRAIN VEHICLES ON
BLANCHARD BLVD. BY LYNGBLOMSTEN OF LINO LAKES ADDITION**

WHEREAS, staff of Lyngblomsten at Lino Lakes Addition have requested to use motorized carts, which meet the definition of an All-Terrain Vehicle (ATV) as defined by Chapter 807.01 of the Code of Ordinances, to transport people throughout Lyngblomsten properties by traveling on the roadway surface of Blanchard Blvd, a public street within the Lyngblomsten at Lino Lakes Addition; and,

WHEREAS, staff of Lyngblomsten have also requested to use motorized carts, which meet the same definition of an ATV, for utility and maintenance purposes throughout the Lyngblomsten properties by traveling on the roadway surface of Blanchard Blvd.

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

That staff of Lyngblomsten at Lino Lakes Addition may use motorized carts on the roadway surface of Blanchard Blvd. to transport people and to provide utility and maintenance services throughout Lyngblomsten properties.

That the use of motorized carts be limited to Blanchard Blvd. and all properties owned by Lyngblomsten at Lino Lakes Addition.

BE IT FURTHER RESOLVED:

That motorized golf carts and maintenance carts are to be operated on the roadway surface of Blanchard Blvd, not on a sidewalk or walkway used for pedestrian travel within the right-of-way.

That Lyngblomsten must post signage at all entrances to the addition to warn motorists of slow-moving vehicles.

That should the business name of Lyngblomsten at Lino Lakes Addition change, the same resolution shall apply to the succeeding company, located in the 6000 block of Blanchard Blvd.

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:

Jolleen Chaika, City Clerk

**CITY COUNCIL
AGENDA ITEM 6B**

STAFF ORIGINATOR: Michael Grochala, Community Development Director

MEETING DATE: May 8, 2023

TOPIC: Consider Resolution No. 23-44, Approving Professional Services Agreement with WSB to Prepare Wetland Bank Prospectus

VOTE REQUIRED: 3/5

INTRODUCTION

Staff is requesting City Council approval of a Professional Services Agreement with WSB and Associates to prepare a Wetland Bank Prospectus.

BACKGROUND

The City is considering establishment of a wetland bank on property located east of 35E and north of Main Street, located at 7473 24th Avenue. The establishment of a wetland bank requires three steps which include the following:

1. Draft Prospectus. This is a scoping document providing baseline site information, project goals and objectives, site constraints, an initial wetland assessment and proposed mitigation approach. The document is used by regulating agencies to determine if the project has the potential to provide compensatory mitigation for wetland impacts.
2. Prospectus. This step provides review agencies with a conceptual overview of the proposed wetland bank. This includes collection of data including hydrology, survey, and vegetative information to support design and credit estimates. Based on this information agencies will make a findings and recommendations regarding the establishment of the bank.
3. Mitigation Banking Instrument (MBI). This is the detailed mitigation plan and design information necessary for formal review and approval of the bank.

The draft Prospectus was completed in fall of 2021 and is the basis for the City's interest in the property. Development of the Prospectus and MBI can take up to 18 months to complete. Most of the field work needs to be completed during the growing season – May to October. Any proposed agreement with the property owners will be contingent on the approval of the MBI. The work being proposed will assist confirming assumptions made with the draft Prospectus.

Based on the May 1, 2023 work session discussion WSB and Associates have submitted a proposal to complete the Prospectus in the amount of \$76,269. The services agreement is broken into two phases. Staff is proposing to move forward with Phase 1 in the amount of \$33,742 to complete the majority of field work that needs to take place during the growing

season. Phase 2, in the amount of \$42,527, to complete the analysis would not commence until mid-summer pending any consideration on purchase of the property moves forward. Staff proposes to obtain City Council approval prior to initiating phase 2 work.

Funding for the City's share of the project will come from the Surface Water Management Fund, which includes proceeds from prior wetland bank credits sales. This fund was established in 1992 to cover the costs of surface water planning and trunk facility improvements.

RECOMMENDATION

Staff is recommending approval of Resolution No. 23-44.

ATTACHMENTS

1. Resolution No. 23-44
2. WSB Proposal

**CITY OF LINO LAKES
RESOLUTION NO. 23-44**

**RESOLUTION APPROVING PROFESSIONAL SERVICES AGREEMENT WITH WSB
TO PREPARE A WETLAND BANK PROSPECTUS**

WHEREAS, the City's 2040 Comprehensive Plan identifies the establishment of wetland banks to assist with natural resource protection as a priority to implement the goals of the City's Local Water Management Plan; and

WHEREAS, the City is considering the purchase of property located at 7473 24th Avenue for the purpose of establishing a wetland bank, and

WHEREAS, Preparation of a Prospectus document is a required step in the wetland bank approval process;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lino Lakes that the Professional Services agreement with WSB and Associates is hereby approved and authorizes staff to execute the agreement for Phase 1 work in the amount of \$33,742.

BE IT FURTHER RESOLVED, that initiation of Phase 2 work shall require City Council authorization prior to proceeding.

Adopted by the Council of the City of Lino Lakes this 8th day of May, 2023.

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:

Jolleen Chaika, City Clerk



May 4, 2023

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

Re: Proposal to Develop Winters Wetland Bank Prospectus

Dear Mr. Grochala:

WSB is providing this proposal to develop a prospectus (concept plan) for the Winters Wetland bank based on the previously submitted draft prospectus, feasibility study, and cost estimate completed in 2022. This proposal is broken into two (2) phases. Phase 1 focuses on level 2 (site level) data collection while Phase 2 includes analysis of this data to support the development and submittal of the wetland bank prospectus to the technical evaluation panel (TEP).

Phase 1 project tasks within this scope include:

1. Project management
 2. Project kickoff and planning meeting (on-site)
 3. Topographic Survey Via Drone/Spot Check w/ 2-person crew
 4. NHIS and SHPO Data Review Requests
 5. Existing Vegetation Survey/ENRV Existing Veg Releve Survey
 6. Hydrology Monitoring (Installation of water level meters/data collection)
-
1. **Project management** includes tracking the project budget and ensuring that project tasks are being completed on time and on budget along with miscellaneous administrative tasks.
 2. The **project kick-off and planning meeting** will be held on-site between city staff and the WSB project team to discuss project specifics and further refine the plan based on level 1 data included in the prospectus along with WCA TEP and IRT comments.
 3. A **topographic survey via drone/Spot Check w/ 2-person crew** will provide the level of detail needed to effectively plan wetland credit actions based on elevations and drainage patterns influenced by topographic relief that may not be represented in existing level 1 data sets. This information will also be used to further refine construction cost estimates.
 4. Both a **Natural Heritage Information System (NHIS)** and a **MN State Historic Preservation Office (SHPO)** review will be required to ensure the project can move forward without encountering ecological, historical, and or cultural issues

that can greatly influence the design and viability of the project. WSB staff will submit for review under both these programs.

5. Completing an **existing vegetation survey/ENRV existing veg releve survey** will be needed to characterize the vegetative community and determine the floristic quality and abundance of invasive species to quantitatively show “functional lift” with respect to both wetland and upland vegetation. Under this task, a whole site general vegetation survey will be completed and a focused survey on the spruce swamp in the Northwest corner of the project area to determine if this area will qualify for exceptional natural resource value (ENRV) credit.
6. The last data collection activity under this scope will be hydrology monitoring through the installation of stilling wells and water level loggers. This is a critical component of the project which can be used to determine the type and amount of wetland credit that may be realized through full or partial restoration of wetland hydrology and will influence the hydrologic and hydraulic analysis and final design. Under this task, WSB will install seven (7) wells across the project site to monitor them for a period of five (5) months (May through September 2023).

Phase 1 Project Schedule

Project Element	May	June	July	August	September
Task 1					
Task 2					
Task 3					
Task 4					
Task 5					
Task 6					

This schedule assumes that this proposal is accepted by Mid-May to allow for the installation of monitoring wells.

Phase 1 Project Budget

Project Element	Cost
Task 1	\$4,754
Task 2	\$3,294
Task 3	\$8,032
Task 4	\$428
Task 5	\$9,618
Task 6	\$6,116
Purchase Data Loggers	\$1,500
Project Total	\$33,742

This Phase 1 project total Tasks 1-6 (\$32,242) represents a total to be billed hourly and not to exceed unless authorized by the City of Lino Lakes.

Phase 2 project tasks include:

- 7. Onsite TEP/IRT Review Meeting
- 8. CAD Based Concept Plans (60%)
- 9. Draft Conservation Easement Description/Title Review/Exhibit
- 10. Archeological Phase I Assessment
- 11. Hydrologic and Hydraulic Analysis
- 12. Prospectus Document Report and Application Submittal
- 13. Project Management

Under task 11, WSB staff will model existing site hydrology and model proposed bank design alternatives to determine if hydrology can be maintained to meet performance standards while effectively moving excess water downstream so as not to negatively impact adjacent properties and infrastructure.

Task 7 will be scheduled with the TEP once data analysis is complete to provide additional context for discussion with the TEP on site while reviewing various design alternatives to develop the wetland bank.

Documents created under tasks 8-10 will be included with the prospectus submittal identified in task 12 to make a complete prospectus submittal.

Project Management includes time for WSB to respond to comments, support city staff, and ensure that prospectus review/comments are finalized and provided to the City and to prepare for development of the mitigation bank instrument (MBI).

Phase 2 Project Schedule

Project Element	July	August	September	October	November	December
Task 7						
Task 8						
Task 9						
Task 10						
Task 11						
Task 12						

Phase 2 Project Budget

Project Element	Cost
Task 7	\$1,884
Task 8	\$9,558
Task 9	\$3,621
Task 10	\$3,500
Task 11	\$6,120
Task 12	\$10,192
Task 13	\$2,852
Purchase Data Loggers	\$4,800
Project Total	\$42,527

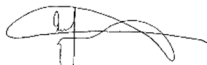
At this time, we are requesting approval for the Phase 1 tasks and budget. Phase 2 project tasks, budget, and schedule have been provided for City of Lino Lakes planning and review for which we anticipate requesting approval for in summer 2023 after data collection has commenced.

If you have any questions on this proposal or other questions related to completing the wetland bank prospectus, please email me at thavarnek@wsbeng.com or call (612) 246-9346. Alternatively, you can also reach Roxy Robertson at rrobertson@wsbeng.com or (651) 343-8730.

Thank you for the opportunity to continue to collaborate with you and the City of Lino Lakes on this legacy project.

Sincerely,

WSB & Associates, Inc.



Tony Havranek
Director of Fisheries/Principle



Roxy Robertson
Senior Environmental Scientist

ACCEPTANCE:

The City of Lino Lakes hereby accepts the WSB proposal of \$32,242 for all services outlined in Phase I of this letter.

City of Lino Lakes

Name _____

Title _____

Date _____

ACCEPTANCE:

The City of Lino Lakes hereby accepts the WSB proposal of \$42,527 for all services outlined in Phase II of this letter.

City of Lino Lakes

Name _____

Title _____

Date _____