



CITY COUNCIL AGENDA

• WORK SESSION •

Tuesday, January 2, 2024

6:00 PM.

Community Room

1. 424 Apollo Drive (Rice Industries) Appeal to Exterior Materials Interpretation, Katie Larsen
2. Minnesota Public Safety Aid, John Swenson
3. Sport Dome Proposal, Michael Grochala & Rick DeGardner
4. Annual Appointments, Sarah Cotton
5. Board and Commission Appointments, Jolleen Chaika
6. Adjourn

**CITY COUNCIL
WORK SESSION STAFF REPORT
ITEM NO. 1**

STAFF ORIGINATOR: Katie Larsen, City Planner

DATE OF WORK SESSION: January 2, 2024

TOPIC: 424 Apollo Drive (Rice Industries, Inc.) Appeal to Exterior Materials Interpretation

BACKGROUND

At the Work Session, staff will present the January 8, 2024 Council staff report.

The applicant, Taylor Miller of TS Miller Company, LLC, submitted a land use application to appeal staff's interpretation of the zoning code relating to building type and construction and exterior wall finishes. The business is Rice Industries, Inc. located at 424 Apollo Drive.

REQUESTED COUNCIL DIRECTION

None. Discussion only.

ATTACHMENTS

1. January 8, 2024 Council Staff Report

**CITY COUNCIL
REGULAR MEETING STAFF REPORT
AGENDA ITEM 6C**

STAFF ORIGINATOR: Katie Larsen, City Planner

MEETING DATE: January 8, 2024

TOPIC: Consider Resolution No. 24-02 Determining Intent of City Code Chapter 1007 Relating to Building Type and Construction-Exterior Wall Finishes

VOTE REQUIRED: 3/5

INTRODUCTION

The applicant, Taylor Miller of TS Miller Company, LLC, submitted a land use application to appeal staff's interpretation of the zoning code relating to building type and construction and exterior wall finishes. The business is Rice Industries, Inc. located at 424 Apollo Drive.

BACKGROUND

History

Rice Industries, Inc. is proposing to build a 13,418 sf addition to include warehouse and production space that will be serviced by two (2) new loading docks. As part of the expansion, the business has been working with the City to acquire an adjacent parcel for additional stormwater management.

In October 2023, the applicant submitted a Land Use Application for Site & Building Plan Review. Staff's review of the plans indicated the proposed exterior materials did not meet zoning code. City staff and the applicant had several meetings to discuss the issue. The applicant does not concur with staff's interpretation and has submitted a formal Land Use Application for Appeal.

Appeal

City Code Section 1007.018 Variances and Appeals provides a process for the appeal of an interpretation of intent of the zoning code. The City Council serves as the Board of Adjustment and Appeals.

Per City Code Section 1007.018:

- (4) *Appeal*. An appeal shall only be applicable to an administrative permit, order, requirement or interpretation of intent of provisions of this ordinance. Opinions and evaluations as they pertain to the impact or result of a request are not subject to the appeal procedure.

General Building and Use Provisions

The existing building is tan CMU block with red band accents. The applicant is proposing to use pre-engineered Kingspan Granitstone Insulated Metal Panels (IMP's) for the building addition. A rock face CMU base is also proposed. See attached for the Applicant's Narrative, Product Details, Other Building examples, and Architectural Plan Set.

City Code Section 1007.043(2)(d) details building type and construction standards for commercial, industrial, and institutional buildings. See attached for complete zoning code language.

The following are code sections, intent, and staff's interpretation.

- City Code Section 1007.043(2)(d)1. Definitions.

Architectural metal cladding. Refers to decorative, metal cladding systems such as copper, zinc, titanium, stainless steel and painted steel components fixed to the outside of the primary wall system.

Intent: The intent is to allow for decorative, metal cladding systems of high quality materials and aesthetics. The architectural metal cladding could be an accent or is allowed as Class II material up to 75%. The key words architectural and decorative emphasis the intent. For example, the copper metal panels on the SMW Credit Union building (700 Apollo Drive) are an example of architectural metal cladding. The vertical painted, corrugated metal sheets seen on the applicant's Kokoro Volleyball building example do not meet the intent of architectural metal cladding.

At the June 22, 2022 and August 10, 2022 Planning & Zoning Board Meetings during the 2022 zoning ordinance update, examples of architectural metal cladding were provided which support intent. See attached.

Staff's Interpretation: The proposed Insulated Metal Panels (IMP's) are not architectural metal cladding.

- City Code Section 1007.043(2)(d)2: All sides of the principal and accessory structures are to have essentially the same or a coordinated harmonious finish treatment.

Intent: The intent is that an existing principal building and any proposed addition would have the same or a coordinated harmonious finish treatment.

Staff's Interpretation: The existing CMU principal building and proposed Insulated Metal Panel (IMP) addition do not have the same or coordinated harmonious finish treatment.

Staff also notes the existing building has flat roof and the proposed addition has sloped roof with a standing seam metal roof.

- City Code Section 1007.043(2)(d)3: Classes of Primary Materials. For the purpose of this section, primary materials shall be divided into class 1, class 2, and class 3 categories as follows:

Classes of Materials		
Class 1	Class 2	Class 3
Brick	Precast concrete panels with at least two architectural reveals per panel	Exterior Insulation and Finish Systems (EIFS)
Glass, or other glazing materials	Specialty concrete block including textured, burnished block or rock faced block	Fiber Cement Exterior Siding
Natural or cultured stone	Ceramic Tile (masonry, stone or clay),	Glass Block
Architecturally textured concrete precast or poured in place panels	Masonry Stucco	
	Architectural metal cladding	Wood
Other materials not listed that are of equal quality to materials in a specific class may be approved for use by the Community Development Director		

- City Code Section 1007.043(2)(d):

4. Buildings shall incorporate classes of primary material in the following manner:

b. Industrial and warehouse buildings, multi-tenant office/industrial/warehouse or showroom/warehouse or other combinations. At least 75 percent of all exterior wall finishes shall be composed of at least two different class 1 or 2 materials. Class 3 materials shall not comprise more than 25 percent of the building.

Intent: The intent is to define three (3) different classes of materials that allow for a variety of exterior wall finishes. The code also establishes the percentage of required exterior materials.

Staff's Interpretation: The proposed Insulated Metal Panels (IMP's) are not Class 1 materials. The rock face CMU base is a Class 2 material. The IMP's exterior embossed stucco coating is not Class 2 masonry stucco. The IMP's are not Class 2 architectural metal cladding.

The ordinance does allow for other materials to be approved by the Community Development Director. Staff would support treating the Insulated Metal Panel (IMP) similar to Class 3 Exterior Insulation and Finish System (EIFS). The material would be limited to no more than 25% per wall elevation of the building addition.

- City Code Section 1007.043(2)(d)5. Complete or partial buildings comprised of structural metal wall panel systems that act as the primary wall system, or as a complete wall system such as pole barns or similar structures common to agricultural or industrial storage uses are prohibited.

Intent: The intent is to provide additional clarification that that buildings comprised of structural metal wall panel systems are prohibited.

Staff's Interpretation: The data sheet provided by the applicant states "Insulated Wall Panel System". The city code states that "complete or partial buildings comprised of structural metal wall panel systems that act as the primary wall system.... are prohibited."

The data sheet also states "Granitstone Quad Core panels are suitable for new and retrofit applications across the cold storage, commercial and industrial market sectors." The city code states, "....or similar structures common to agricultural or industrial storage uses are prohibited."

The proposed Insulated Metal Panel (IMP) is similar to a structural metal wall panel system and is prohibited. As stated above, staff would support treating the Insulated Metal Panel (IMP) similar to Class 3 Exterior Insulation and Finish System (EIFS). The material would be limited to no more than 25% of the building expansion.

- City Code Section 1007.043(2)(d)18. Replacement of non-conforming materials on existing buildings, or expansions of less than 50% of the floor area of an existing building may use the same or superior materials as existing.

Intent: The intent is to provide flexibility for existing buildings with non-conforming materials and smaller building expansions less than 50%.

Staff's Interpretation: Broken down, the code reads as "Replacement of non-conforming materials on existing buildings may use the same or superior materials as existing. Expansions of less than 50% of the floor area of an existing building may use the same or superior materials as existing." This implies that expansions of greater than 50% of the floor area shall meet exterior wall finish code requirements.

The existing building floor area is 10,000sf. The proposed addition floor area is 13,418sf which is greater than 50%. Therefore, the building expansion shall meet all exterior wall finish code requirements.

In the narrative, the applicant states “Furthermore, City code does not spell out percentages or calculations of allowed materials for an addition to a building. So for example, if you have an existing building comprised of 100% Class I or II materials, does that impact the percentages that can be used for new materials on a building addition? City staff said the new addition needed to be viewed as a new, stand-alone building when it came to these percentages and no for existing building materials credit could be factored into the calculations even though this was not represented in City code.”

The proposed building expansion/addition shall be treated as a standalone building.

Additional Staff Comments:

1. Exterior wall finishes requirements and percentages are based per individual building elevation, not cumulative.
2. Exterior wall finish areas and percentages shall be provided per elevation for the proposed addition.
3. Building foundations not exceeding two (2) feet need not comply with the requirements for the primary wall treatments or materials.
4. Metal roofs with exposed fasteners are not allowed.

RECOMMENDATION

Staff does not recommend treating the proposed Insulated Metal Panels (IMP) as either Class 1 or Class 2 materials.

Staff does recommend treating the proposed Insulated Metal Panel (IMP) similar to Class 3 material Exterior Insulation and Finish System (EIFS). The material would be limited to no more than 25% per wall elevation of the building expansion.

Council is asked to consider Resolution No. 24-02 Determining Intent of City Code Chapter 1007 Relating to Building Type and Construction-Exterior Wall Finishes.

ATTACHMENTS

1. Applicant’s Narrative
2. Product Details & Spec Sheet
3. Other Building Examples
4. Architectural Plan Set
5. City Code Section 1007.043(2)(d)
6. Architectural Metal Cladding Examples

7. Resolution No. 24-02 Appealing Intent of Exterior Wall Finishes

**Rice Industries Facility Expansion
424 Apollo Drive
Lino Lakes, MN 55014**

Project Narrative

Finding that their existing facility can no longer adequately support their growing business, Rice Industries, Inc. is proposing to build a 13,300 square-foot addition to include warehouse and production space that will be serviced by two new loading docks. The added space will allow Rice Industries to reorganize their operation to improve process efficiencies and improve traffic flow within the building while also providing additional space for storage of raw materials and goods. No new processing equipment or truck traffic is expected from this construction so there will be no increase in sound or noise. As part of this expansion, Rice Industries will be acquiring an adjacent parcel of land from the City of Lino Lakes which will allow them to maximize their building size and provide truck access around the whole building.

Timeline and Appeal

The original application for this project was submitted to the City on Monday, October 9th and correspondence from City Planner Katie Larsen was received on Monday, October 16th looking for more information on the exterior materials for the building. On Tuesday, October 17th a Teams Meeting was held with City Planner Katie Larsen, Community Development Director Michael Gronchala, Building Official Patrick Moonen, Aaron Sundeen and Kirk Lubow from Derrick Building Solutions (project contractor). From that meeting City staff determined that the exterior material would be considered Class III materials saying it was similar to EIFS. We wanted to meet with staff face-to-face to provide more details on the wall panel material as we did not believe EIFS was the correct classification for the exterior panel and more information needed to be shared. We were able to meet at the Lino Lakes City Hall on Monday, November 6th with Katie Larsen and Michael Gronchala from the City and Aaron Sundeen, Kirk Lubow, Brian Hinz (architect) and Taylor Miller (owner). At that meeting we provided samples of EIFS, stucco and the panel being proposed for the building. We also discussed questions and intent of some of the City code as it pertains to material classes, metal wall panels, and building material percentages as they relate to building additions. At that meeting we also provided an alternative design option using Architectural Metal Cladding, a Class II material in the Lino Lakes building code.

Ultimately, as a result of that meeting, we received an email from Michael Gronchala and were told that now both our original proposed material(texture IMP) and the architectural metal cladding were not acceptable as they did not meet the intent and requirements of the City's zoning ordinance which is written as:

Section 1007.043 (2)(d)5. Complete or partial buildings comprised of structural metal wall panel systems that act as the primary wall system, or as complete wall systems such as pole barns or similar structures common to agricultural or industrial storage uses are prohibited.

We were also told that architectural metal cladding was meant to be a decorative accent, even though City code shows it as a Class II material with usage allowed for up to 75% of the building material. No language exists limiting this to an accent material.

Furthermore, City code does not spell out percentages or calculations of allowed materials for an addition to a building. So for example, if you have an existing building comprised of 100% Class I or II materials, does that impact the percentages that can be used for new materials on a building addition? City staff said the new addition needed to be viewed as a new, stand-alone building when it came to these percentages and no for existing building materials credit could be factored into the calculations even though this was not represented in City code.

The reason for our appeal is we believe the code requirement pertaining to structural metal wall systems is being viewed very narrowly by staff. The product we are proposing is not similar to a pole barn or an agricultural building. Insulated metal panel buildings are commonly used in warehouse, industrial and commercial applications and are acceptable in neighboring communities around Lino Lakes.

Kingspan Granitstone Insulated Metal Panel Benefits

Questions have been raised by staff about the quality of the building we are proposing. Insulated metal panels (IMPs) are pre-engineered, all-in-one air, water, and vapor barrier with excellent thermal properties. They are premier building products on the leading edge of innovation and one of the most sophisticated building products on the market. Among the many benefits of IMPs include:

- Design Flexibility - Panels are highly customizable and can be cut, shaped or bent to fit specific needs. Compared to some other building materials, insulated metal panels have stronger structural capabilities allowing for fewer structural supports and load-bearing capabilities. Vertical and horizontal applications, curved surfaces, custom fabrication such as stucco or texture embossing, and complex contouring are all possible with IMPs.
- Energy Efficiency- Due to the design of IMPs, not only do they pass initial energy code compliance testing, but the envelope will continue to perform for the life of the building, particularly when it comes to energy efficiency. In fact, the highly efficient insulation not only drives down energy costs but helps projects obtain Leadership in Energy and Environmental Design (LEED) credits. Thanks to the high insulation (R values) of IMPs, owners can expect to see significant reductions in heating and cooling costs, as well as savings on other utility bills.
- Environmentally Friendly - According to the U.S. Energy Information Administration, 80% of the 5.9 million buildings in the U.S. were built before the year 2000. Many of these aging buildings lack the energy efficiency needed to help fight climate change. Environmental design is becoming a priority in the construction industry and building codes/regulations are placing greater emphasis on sustainable, eco-friendly materials. IMPs are manufactured using recycled materials and with their high R values and low thermal conductivity, they can also help reduce a building's carbon footprint.
- Building Longevity - IMPs are highly durable and have long lifespans. They were originally developed in the 1930s and were called SIPs (structural insulated panels). With updates in technology and over time better versions of the product have been produced. Not only can IMPs stand up to the elements better than other materials, they also require minimal maintenance over time. Standard warranties for the exterior finish on the panels run 30 to 40 years and with proper maintenance they can last years beyond that.
- Fire-Resistant- Fire is one of most serious threats to a building enclosure and can spread quickly with devastating consequences. IMPs are highly fire resistant as a result of their durable composite structure. IMPs will not burn or melt even in extreme temperatures due to flame retardants in the foam composition. Construction time and costs can also be reduced, as the fire resistance of IMPs allows less time to be spent on installing additional fire protection systems.
- Cost Efficiency – Design flexibility and ease of installation allow owners the ability to save money and time during construction. Since the interior and exterior faces of the panels can act as the finished surface, and the panel provides the required thermal, air, vapor and weather barrier for an external wall, they take the place of many separate products. This means there are fewer vendors and trades to manage during construction, streamlining the process and saving on costs.

Building Product Comparisons

The question some municipalities have if they are not familiar with insulated metal panel construction like the Kingspan Granitstone panel is what will the exterior of the building look like? Textured insulated metal wall panels were designed to help meet local building codes and standards to help deliver attractive and integrated designs consistent with materials such as concrete, stone, and stucco.

The exterior surface of the Kingspan Granitstone panel is hard aggregated, fiber reinforced polymer coating created with a factory stucco embossed finish. This offers an extremely durable, impact and abrasion-resistant coating that can withstand severe weather conditions.

Unlike stucco and EIFS finishes where standard warranties can run from 5 years up to 12 years, the Kingspan Granitstone panels carry a 20-year coatings warranty which covers corrosion, chemical attack, ultra-violet, condensation, and abrasion. They also carry a 30-year thermal warranty which guarantees the product will not vary by more than ten percent (10%) from the R-value average published as a specification of the product at its sales date.

With stucco and EIFS finishes, there is always the risk of water intrusion, but Kingspan panels are weather-tight and provide a strong thermal and moisture barrier. Kingspan's engineered panel joints provide protection from wind, rain and moisture and allow aesthetic integration of a multitude of profile types.

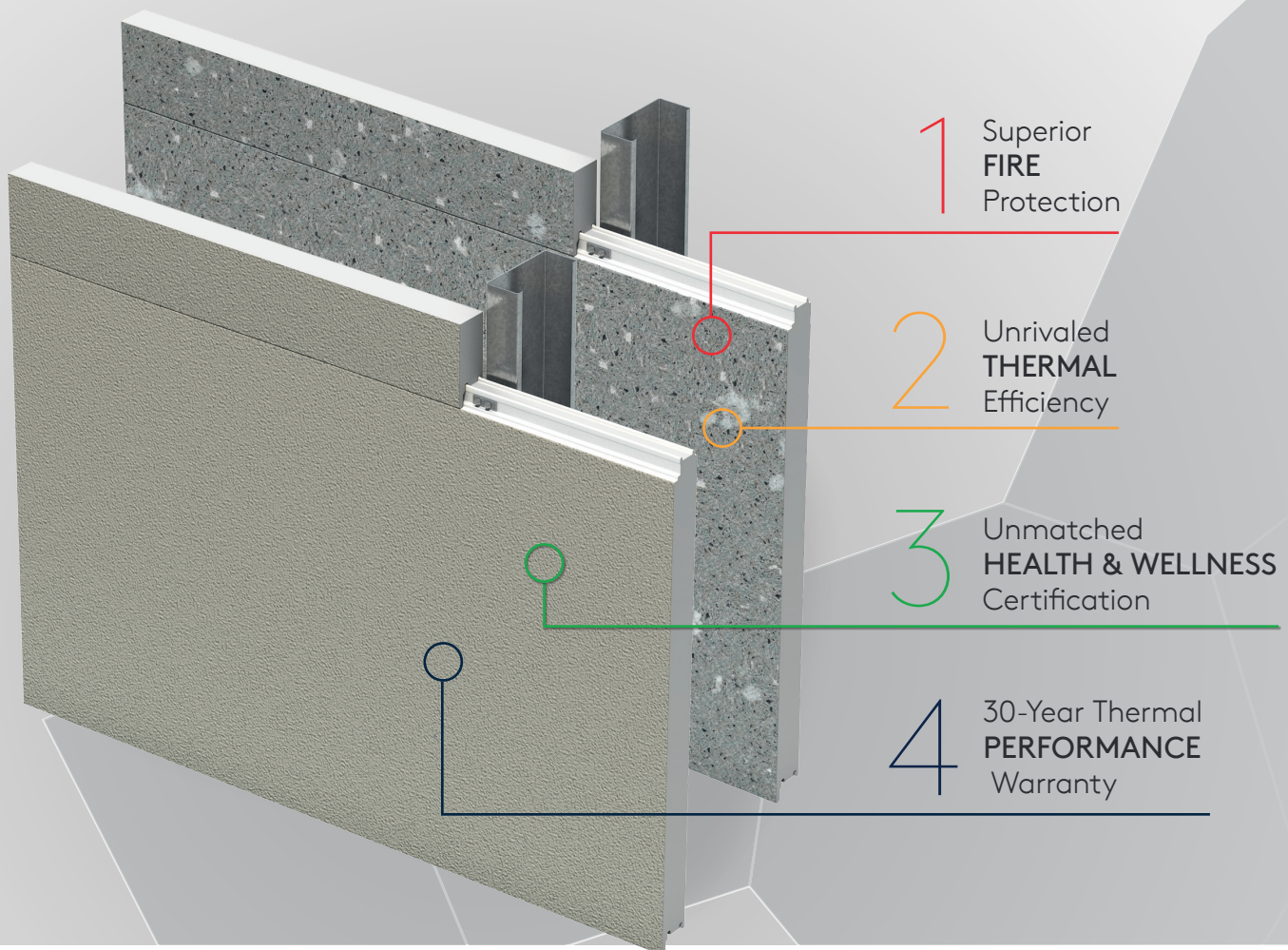
With tilt-up concrete panels and block buildings, multiple products and systems are required to meet increasing building enclosure requirements to keep water, air, and vapor out of the building envelope. This requires multiple trades and materials with a greater potential for failure points along with added costs and time that are not cost-effective. Kingspan panels are fully integrated in a high performing enclosure with a single source of responsibility.

With the inherent strength, durability, and longevity of the Kingspan panels, they typically require minimal maintenance. The material does not crack or separate like stucco and EFIS, nor does it require routine caulking and painting typical with concrete buildings. This means owners are able to save on annual operating budgets as well as long-term capital replacement projects.

Overall, Kingspan and other insulated metal panel buildings are a great building envelope alternative with their design flexibility, efficient construction, and long-term performance. They would be a welcome addition to your allowed building materials that would provide high-quality, attractive options for owners in both new construction and retrofit projects that are cost-effective and allow for additional economic expansion.

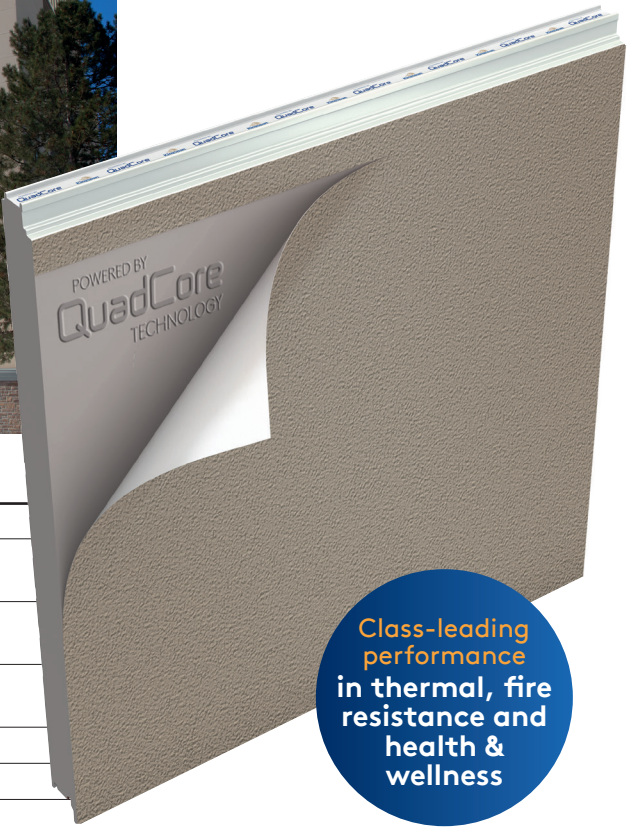


QuadCore® KS Granitstone® Wall Series Data Sheet



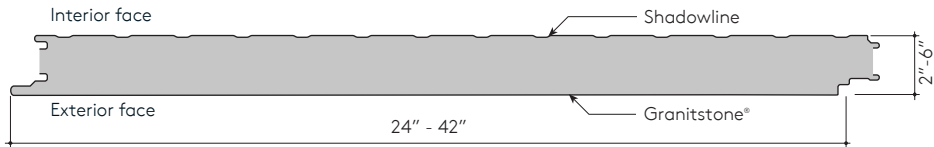
QuadCore® KS Granitstone® Data Sheet

Insulated Wall Panel System



Product Specification

Insulation core:	QuadCore® Technology
Profile:	Exterior: Flat with Granitstone® Interior: Shadowline
Embossing:	Exterior: Stucco Interior: Stucco or non-embossed
Gauge:	Exterior: 24, 22 ga Interior: 26, 24, 22 ga
Width:	24", 30", 36", 42"
Thickness:	2", 2.5", 3", 4", 5", 6"
Length:	8' - 30'
Standard reveal option:	Vertical: 1/8" or 3/8" Horizontal: 3/8"
Orientation:	Vertical or horizontal
Post fabrication (optional):	Transverse bends (Manufacturing limitations apply. Please contact us for detailed information)
R-value:	8 per inch per ASTM C518 @ 75°F mean temperature 9 per inch per ASTM C518 @ 35°F mean temperature



Applications

Granitstone® with QuadCore® high performance wall systems deliver an attractive and affordable panel choice. Granitstone® with QuadCore® panels, horizontally or vertically applied, use a patented double seal integrated joint. Standard reveals are 1/8" for vertical applications, and 3/8" for horizontal applications.

Granitstone® with QuadCore® panels are suitable for new and retrofit applications across the cold storage, commercial and industrial market sectors.

Design Features

The foamed-in-place manufacturing process produces superior panels of consistent high quality that arrive to site ready for quick and easy installation, saving up to 50% in on-site construction time.

Panels are available with optional factory-caulked side joints to save erection labor (not available for cold storage applications).

Customer Options

Kingspan offers a full spectrum of vibrant colors for every color scheme. The high performance coatings provide long-life protection, color and gloss retention. Custom color matching is available to meet individual building designs and creative freedom.

QuadCore® KS Granitstone® Data Sheet

Insulated Wall Panel System

Performance Testing and Approvals

Kingspan insulated panels featuring QuadCore® Technology meet specific building envelope performance criteria and requirements stipulated by US and Canadian building codes.

Test	Procedure	Results			
Fire	FM 4880	Passed: Class 1 Fire Rating of Building Panels or Interior Finish Materials*			
	FM 4882	Passed: Smoke Sensitive Occupancies Interior and Exterior Use*			
	ASTM E84	Flame Spread: 25 or Less / Smoke Developed: 90 or Less			
	CAN/ULC-S101	Fire Endurance Tests: 10 min (Fastener conditions vary depending on product thickness. Please contact technical.NA@kingspanpanels.com for detailed information.)			
	CAN/ULC-S102	Flame Spread: 20, Smoke Developed: 45 for panel insulation core			
	CAN/ULC-S138	Passed: Fire growth of foamed plastic insulated building panels in a full scale room configuration			
	CAN/ULC-S134	Passed: Standard method of test for fire of exterior wall assemblies			
	NFPA 259	Tested for potential heat of building materials			
	NFPA 285	Passed: Standard Fire Test Method for Evaluation of Fire Propagation Characteristics of Exterior Non-Load-Bearing Wall Assemblies Containing Combustible Components			
Structural	FM 4881	Passed. For complete wind pressure ratings please contact Kingspan Technical Services or refer to ApprovalGuide.com*			
	ASTM E72	Vacuum chamber tested. Panel load / span and deflection tables are available			
Thermal Transmission	ASTM C518	Thermal Performance at 35°F mean temperature		Thermal Performance at 75°F mean temperature	
		Thickness	R-Value	Thickness	R-Value
		2	18	2	16
		2.5	22.5	2.5	20
		3	27	3	24
		4	36	4	32
		5	45	5	40
		6	54	6	48
		Air Infiltration	ASTM E283	0.003 CFM/ft² of Panel Area at 6.24 psf	
Water	ASTM E331	No uncontrolled water penetration at 20 psf differential pressure			
	AAMA 501.1	Dynamic water pressure testing – no sign of water leakage at 15 psf			
Bond Strength	ASTM D1623	Panels tested for tensile bond strength of metal to foam			
		Sample placed in an autoclave device and pressurized to 2 PSI at 218°F for 2½ hours			
Skin Delamination		No skin delamination with direct pull off pressure up to 1188 psf			

*Thickness: 2"-6", Width: 24"-42", Min. panel length: 8', Min. gauge: Exterior 26 ga, Interior 26 ga.

For FM compliance, systems must be installed in accordance with FM installation specifications as detailed on ApprovalGuide.com.

Please contact technical.NA@kingspanpanels.com for detailed information or refer to ApprovalGuide.com.



Contact Details

DeLand, FL: 877-638-3266
Modesto, CA: 800-377-5110
www.kingspanpanels.us

Caledon, ON: 866-442-3594
Langley, BC: 877-937-6562
www.kingspanpanels.ca

For the product offering in other markets please contact your local sales representative or visit www.kingspanpanels.com
To ensure you are viewing the most recent and accurate product information, please visit www.kingspanpanels.com

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Costco Wholesale locations;

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955 Blue Gemtian Road, Eagan MN & 7070 Tamarack Road, Woodbury, MN



Dakota Truck; 21450 Humboldt Court, Lakeville, MN



Interstate Company; 21568 Highview Avenue, Lakeville, MN



Versatile Vehicles; 17136 Adelmann Street SE, Prior Lake, MN



Open Road RV Center; 3880 Chelsea Road, Monticello, MN



Nuss Truck & Equipment; 3499 Chelsea Road, Monticello, MN



Kokoro Volleyball; 11055 39th St. N, Lake Elmo, MN

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Troy Condo Garages; 3557 Newcastle Drive, Hudson, WI



Central Automotive; 14819 59th St. N, Stillwater, MN



STUDIO EA
76 Coulee Road
Hudson, WI 54016
715.386.8303
WeAreStudioEA.com

CERTIFICATION
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISIONS AND THAT I AM A DULY REGISTERED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA
2023-09-29
DATE
Nathan W Burt
NUMBER: 46295
NAME
SIGNATURE

RICE INDUSTRIES
424 APOLLO DRIVE
LINO LAKES, MN 55014

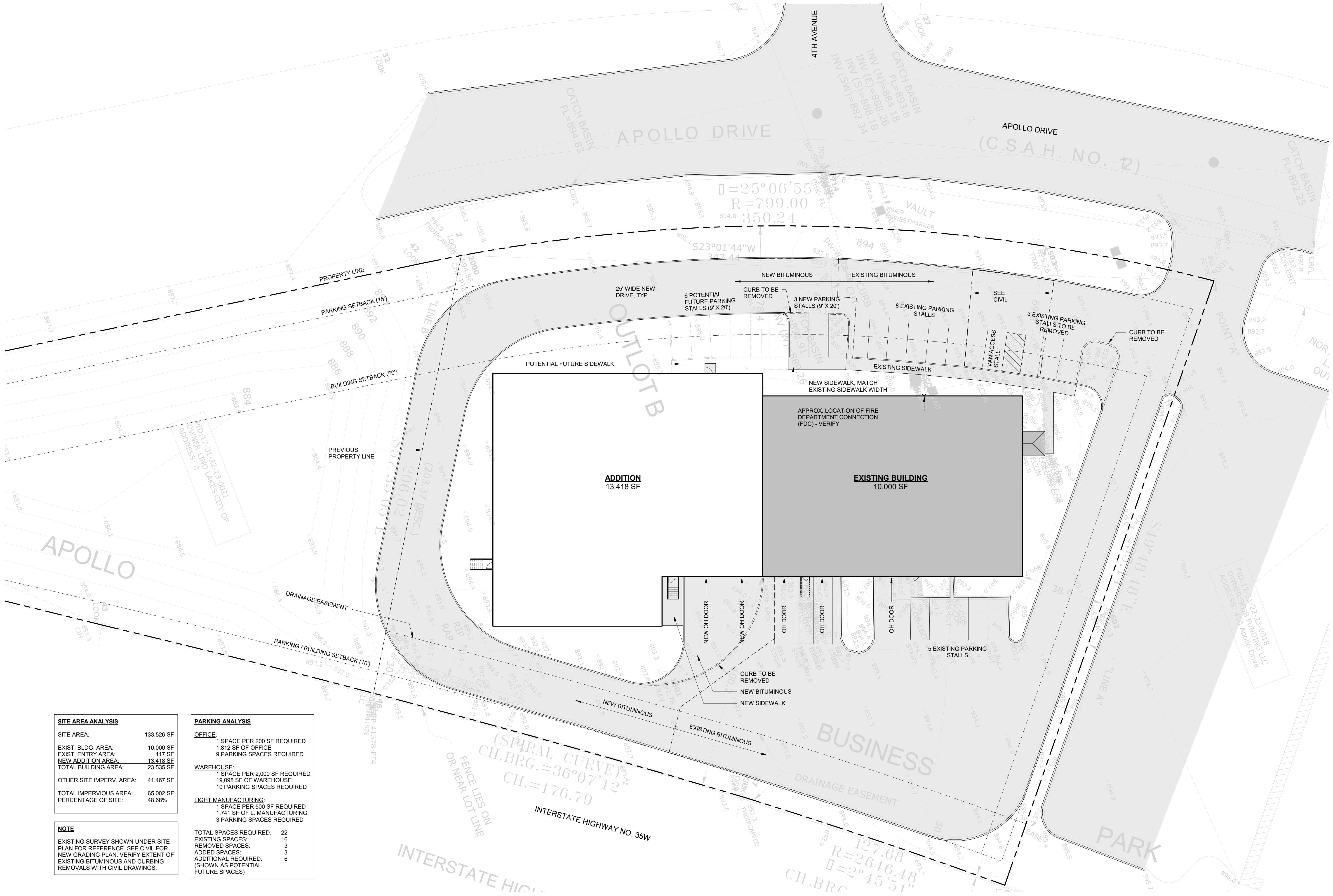
PERMIT SET

RELEASE	DATE
PERMIT SET	2023-09-29

PROJECT NO. 23-5000

ARCHITECTURAL
SITE PLAN

A1.1



SITE AREA ANALYSIS	
SITE AREA:	133,526 SF
EXIST. BLDG. AREA:	10,000 SF
EXIST. ENTRY AREA:	117 SF
NEW ADDITION AREA:	13,418 SF
TOTAL BUILDING AREA:	23,535 SF
OTHER SITE IMPERV. AREA:	41,467 SF
TOTAL IMPERVIOUS AREA:	65,002 SF
PERCENTAGE OF SITE:	48.68%

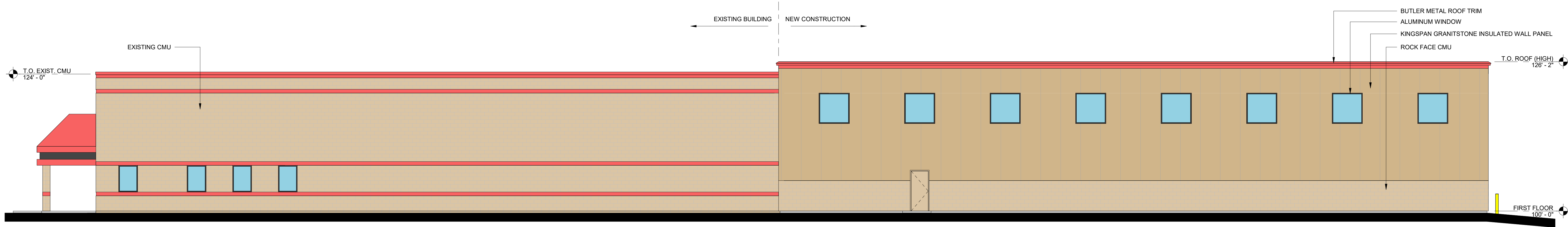
NOTE
EXISTING SURVEY SHOWN UNDER SITE PLAN FOR REFERENCE. SEE CIVIL FOR NEW GRADING PLAN. VERIFY EXTENT OF EXISTING BITUMINOUS AND CURBING REMOVALS WITH CIVIL DRAWINGS.

PARKING ANALYSIS	
OFFICE:	
1 SPACE PER 200 SF REQUIRED	1,812 SF OF OFFICE
9 PARKING SPACES REQUIRED	
WAREHOUSE:	
1 SPACE PER 2,000 SF REQUIRED	19,098 SF OF WAREHOUSE
10 PARKING SPACES REQUIRED	
LIGHT MANUFACTURING:	
1 SPACE PER 500 SF REQUIRED	1,741 SF OF L. MANUFACTURING
3 PARKING SPACES REQUIRED	

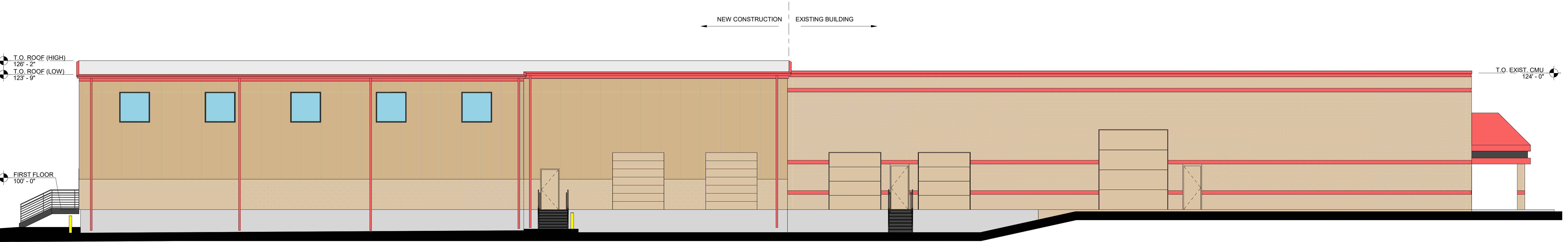
TOTAL SPACES REQUIRED:	22
EXISTING SPACES:	16
REMOVED SPACES:	3
ADDED SPACES:	3
ADDITIONAL REQUIRED:	6
(SHOWN AS POTENTIAL FUTURE SPACES)	

1 SITE PLAN
1" = 20'-0"

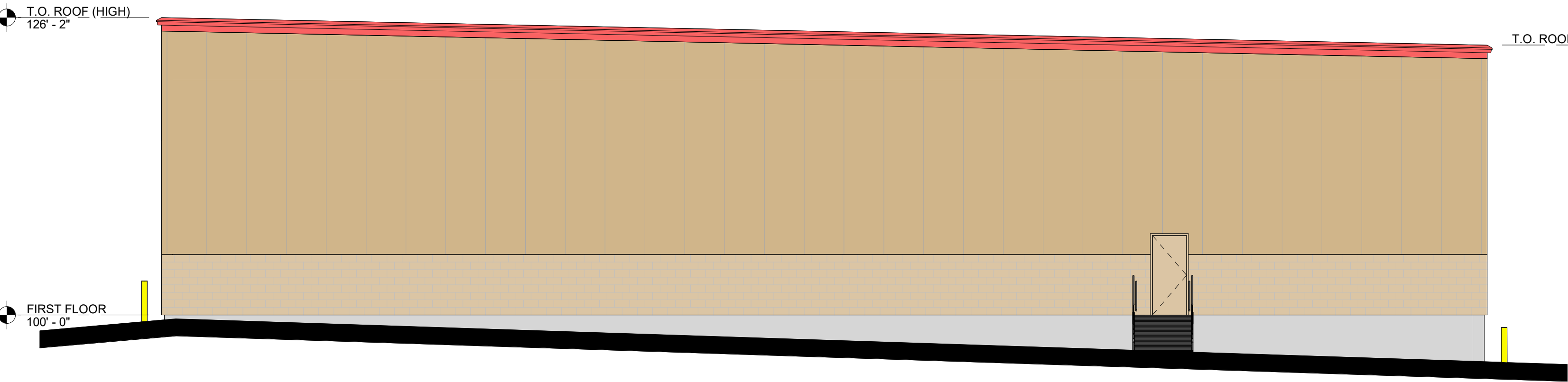
NEW CONSTRUCTION MATERIAL PERCENTAGES		
ROCK FACE CMU	21%	
ALUMINUM WINDOW	4%	
KINGSPAN GRANITSTONE	75%	



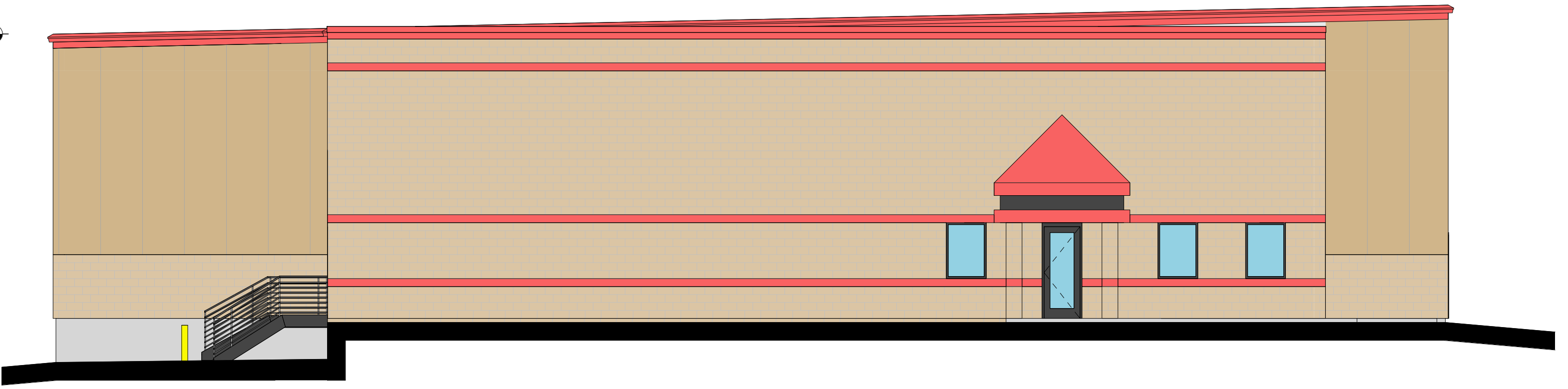
1 WEST ELEVATION
1/8" = 1'-0"



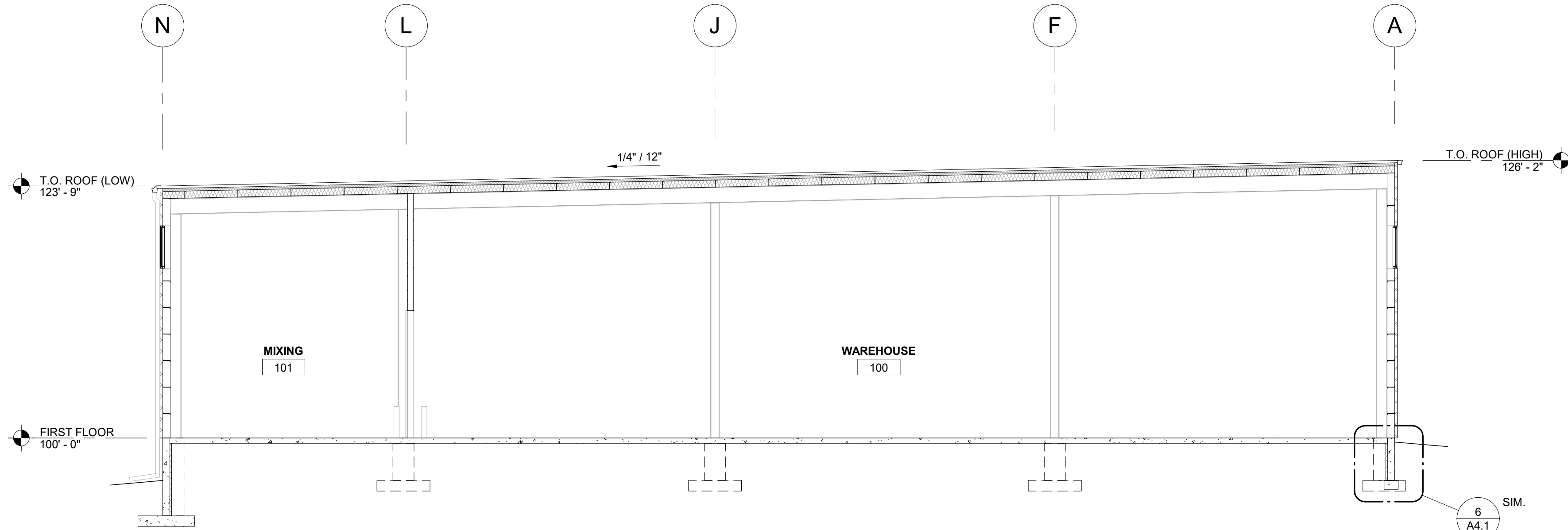
2 EAST ELEVATION
1/8" = 1'-0"



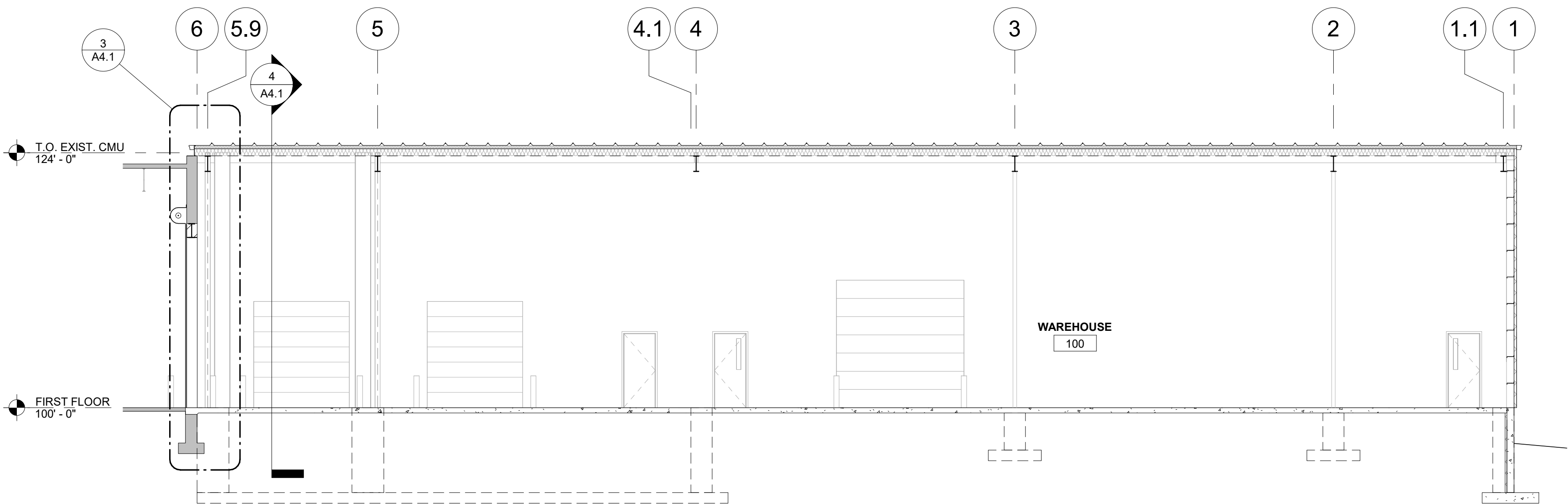
3 SOUTH ELEVATION
1/8" = 1'-0"



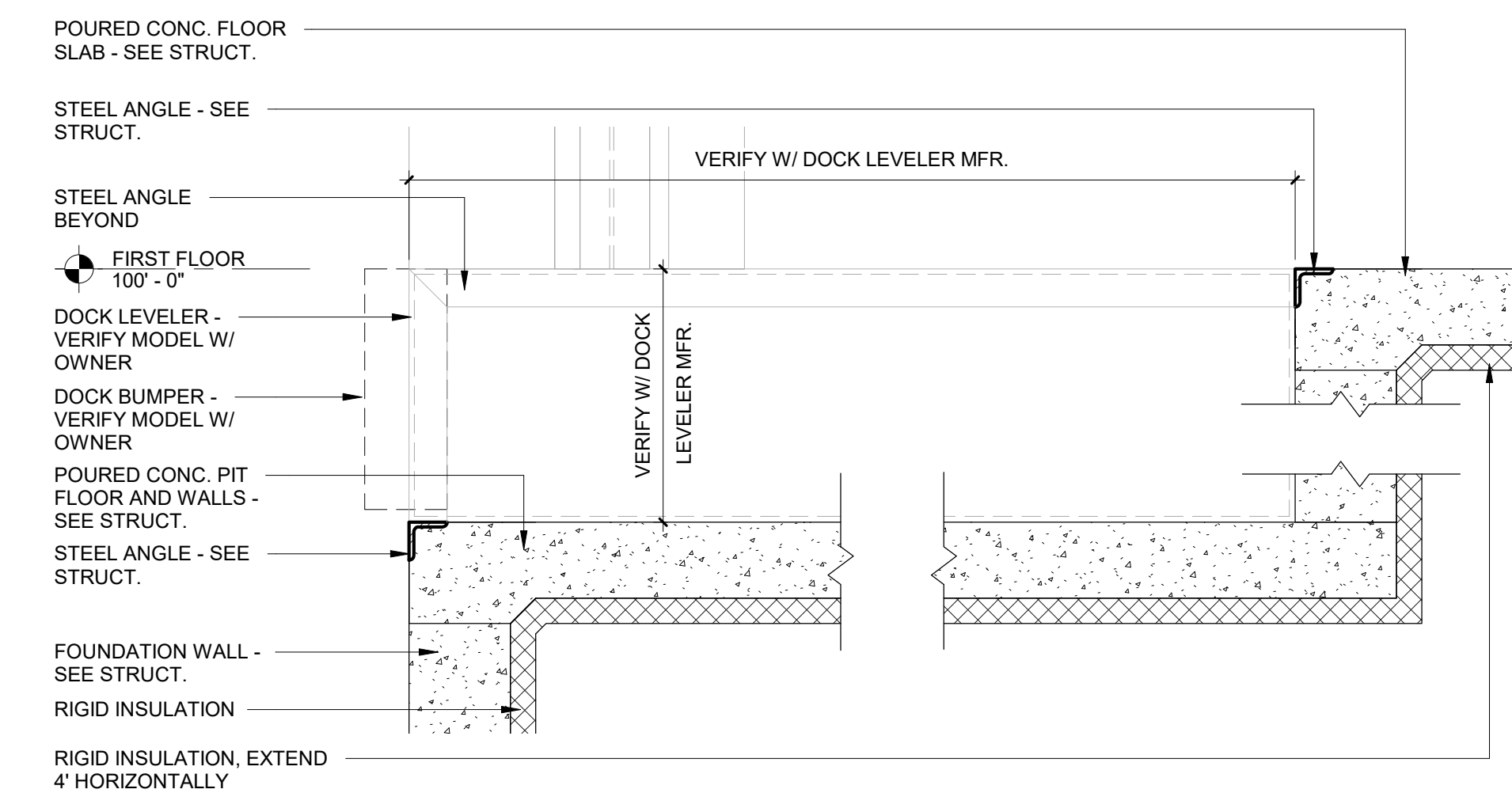
4 NORTH ELEVATION
1/8" = 1'-0"



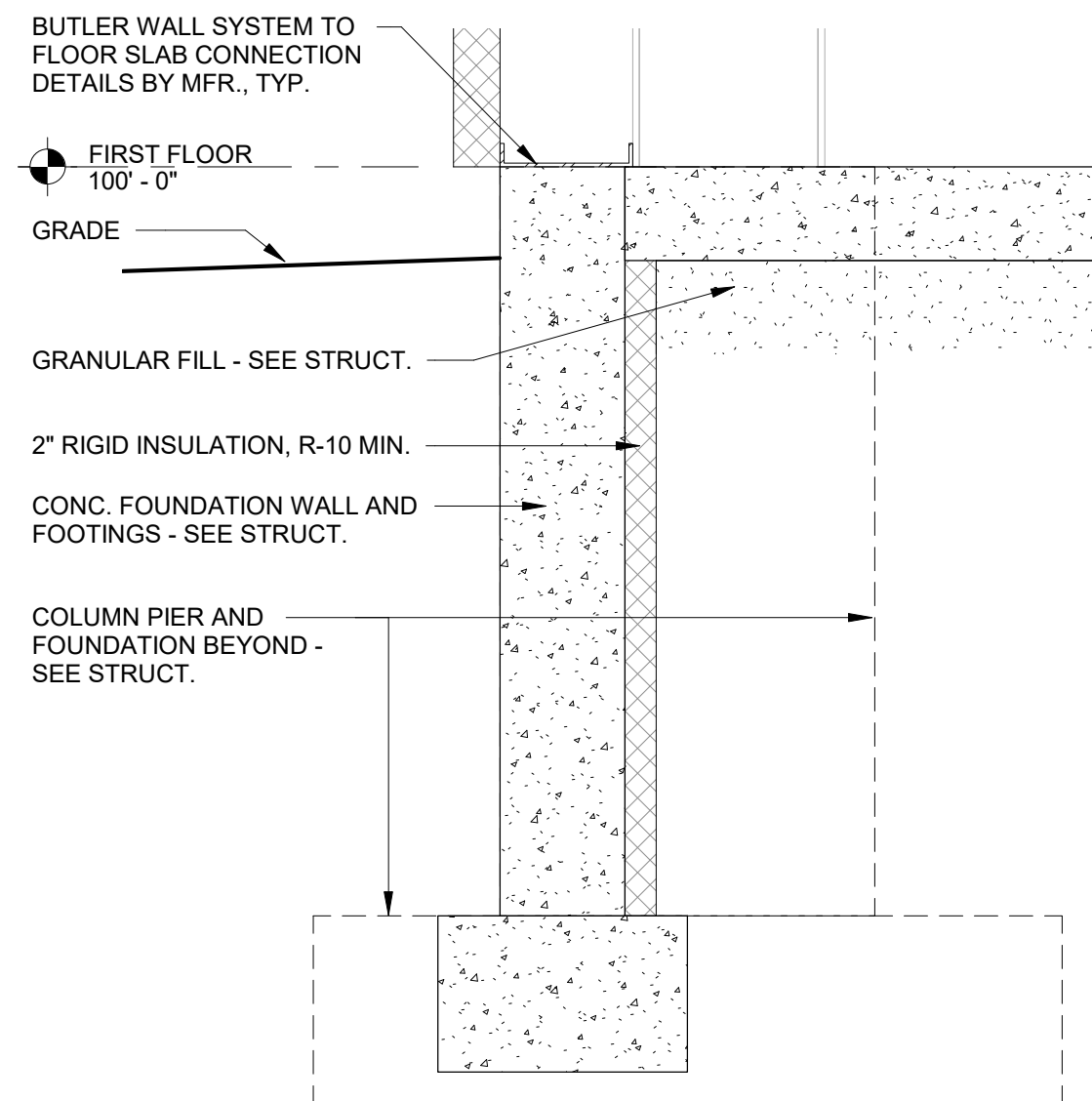
1 BUILDING SECTION
1/8" = 1'-0"



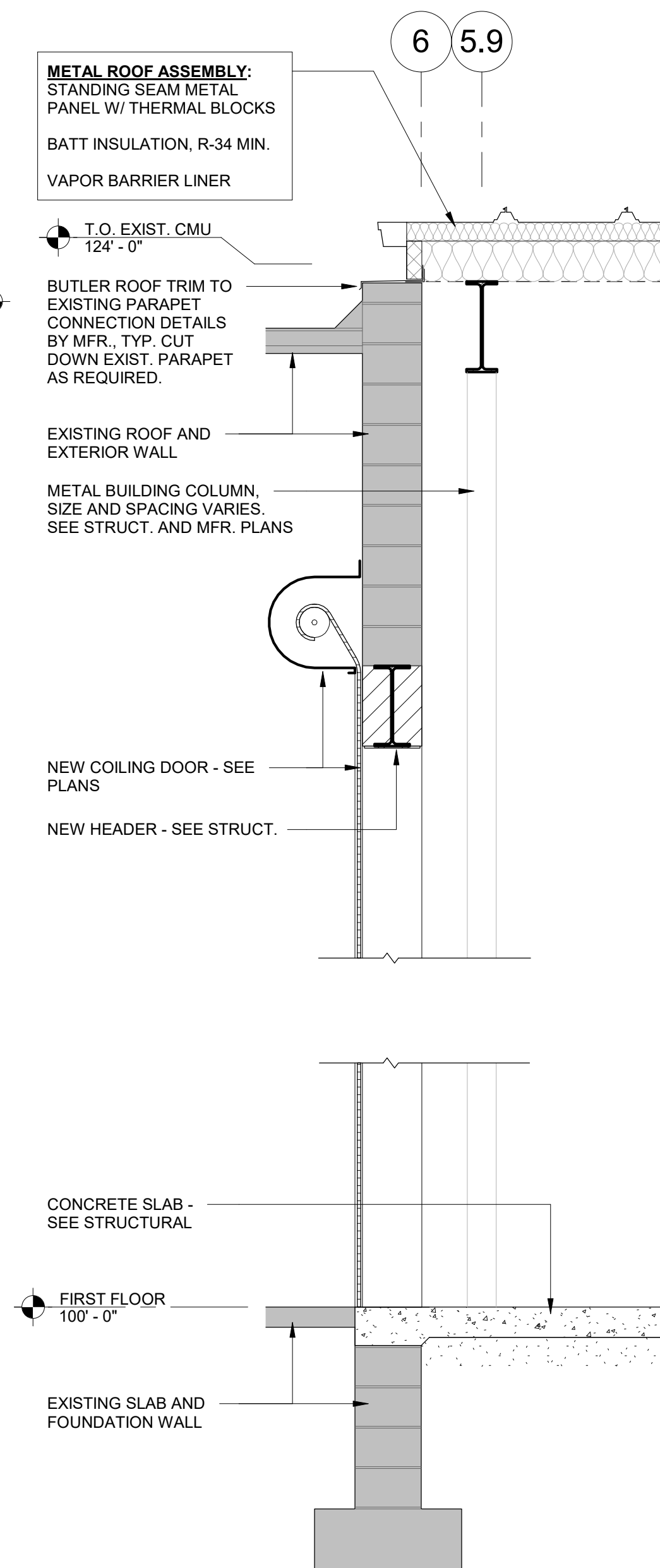
2 BUILDING SECTION
1/8" = 1'-0"



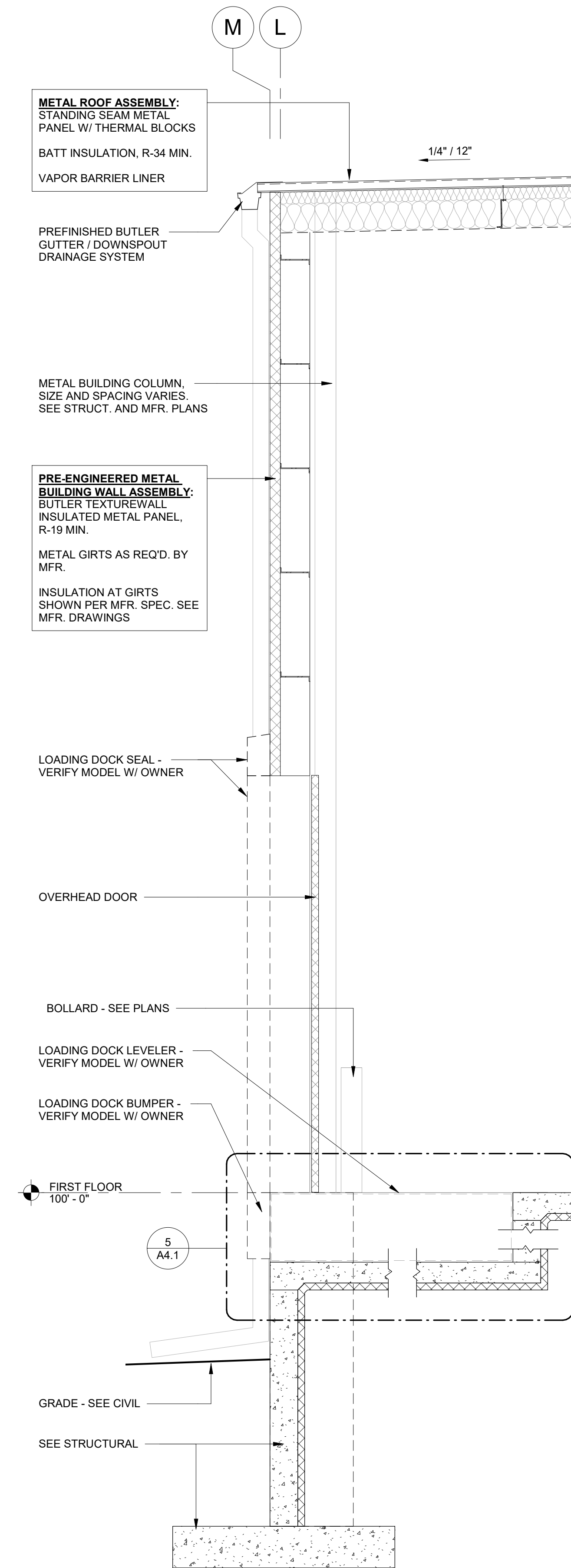
5 DETAIL @ DOCK LEVELER
1" = 1'-0"



6 TYP. FOUNDATION
1" = 1'-0"



3 WALL SECTION @ EXISTING
1/2" = 1'-0"



4 WALL SECTION @ DOCK DOOR
1/2" = 1'-0"

CITY CODE

- Section 1007.043 General Building and Use Provisions.

(2) *Building Type and Construction.*

(d) *Commercial, Industrial, and Institutional.* All buildings constructed on land within commercial, industrial, public and semi-public zoning districts, and all institutional buildings (such as public, education, and religious buildings) in residential and rural zoning districts shall conform with the following:

1. Definitions. For the purpose of this section, the following definitions shall apply:

ARCHITECTURAL METAL CLADDING. Refers to decorative, metal cladding systems such as copper, zinc, titanium, stainless steel and painted steel components fixed to the outside of the primary wall system.

ARCHITECTURAL REVEALS. A groove or a step in a panel face generally used to create a desired architectural effect.

2. All sides of the principal and accessory structures are to have essentially the same or a coordinated harmonious finish treatment.

3. *Classes of Primary Materials.* For the purpose of this section, primary materials shall be divided into class 1, class 2, and class 3 categories as follows:

Classes of Materials		
Class 1	Class 2	Class 3
Brick	Precast concrete panels with at least two architectural reveals per panel	Exterior Insulation and Finish Systems (EIFS)
Glass, or other glazing materials	Specialty concrete block including textured, burnished block or rock faced block	Fiber Cement Exterior Siding
Natural or cultured stone	Ceramic Tile (masonry, stone or clay),	Glass Block
Architecturally textured concrete	Masonry Stucco	

precast or poured in place panels		
	Architectural metal cladding	Wood
Other materials not listed that are of equal quality to materials in a specific class may be approved for use by the Community Development Director		

4. Buildings shall incorporate classes of primary material in the following manner:

a. Commercial, public, educational and religious buildings. At least 50 percent of all exterior wall finishes shall be composed of at least three class 1 materials. Class 3 materials shall not comprise more than 25 percent exterior wall finishes.

b. Industrial and warehouse buildings, multi-tenant office/industrial/warehouse or showroom/warehouse or other combinations. At least 75 percent of all exterior wall finishes shall be composed of at least two different class 1 or 2 materials. Class 3 materials shall not comprise more than 25 percent of the building.

c. To be counted as a primary material, the product must comprise at least five (5) percent of the exterior wall surface.

5. Complete or partial buildings comprised of structural metal wall panel systems that act as the primary wall system, or as a complete wall system such as pole barns or similar structures common to agricultural or industrial storage uses are prohibited.

6. Commercial, public, educational and religious buildings shall have a well-defined base, middle and top. The base should appear visually distinct from the middle and top part (cornice) of the building through the use of a change in building materials, color, window shape or size, an intermediate cornice line, sign band, an awning, or similar techniques. A cap shall include the area from the top floor to the roof of the building and shall include a cornice, roof overhang, and change of color or material to differentiate it from the middle section of the building. Flashing shall not be considered a cap.

7. Any wall facing a public right-of-way shall not have an uninterrupted length exceeding 100 feet without including at least two of the following: change in plane, change in texture or masonry pattern, two (2) class 1 materials, windows in a manner that is impactful to the design, or an equivalent element that subdivides the wall into human scale proportions.

8. Buildings may be constructed of primarily one (1) class 1 material if the design meets or exceeds the intent of this section.

9. A distinctively different color of brick may be considered as a second class 1 material. However, minor blended color variations shall not be considered as a separate material.

10. Earth tone colors of exterior materials shall be required. "Earth tone colors" shall be defined as any various soft colors like those found in nature in soil, vegetation, etc. Such colors are limited to various shades or tints of brown, black, gray, tan, beige, brick red, green, blue, or white.

11. The building walls may contain up to 10% contrasting colors. Contrasting colors shall be those colors not defined as earth tones.

12. All buildings with a sloped roof shall have a minimum 12 inch roof overhang and enclosed soffit.

13. All buildings with sloped roofs shall be covered with shingles or tiles or a standing seam metal roof.

14. All mechanical equipment, such as air handling units located anywhere on the property, including rooftop equipment, shall be screened from ground level view from adjacent streets, public rights of way, and adjacent properties.

15. Where a site abuts a residential property, the location of air handling and other equipment must take into account the potential for noise and other impacts on the residential property.

16. Building foundations not exceeding two (2) feet need not comply with the requirements for the primary wall treatments or materials.

17. Garage doors, window trim, and flashing shall not constitute required materials that make up exterior finish of a building for purposes of this section.

18. Replacement of non-conforming materials on existing buildings, or expansions of less than 50% of the floor area of an existing building may use the same or superior materials as existing.

(As Amended Ordinance No. 13-23, October 23, 2023)

Multi-Tenant Office, Industrial and Warehouse Buildings



Example of glass and architectural metal cladding



Non-Compliant Examples



Allowed Glass and Architectural Metal Cladding; however, glass does not appear to meet minimum 5%.



Wagner Spray Tech - Otsego, MN



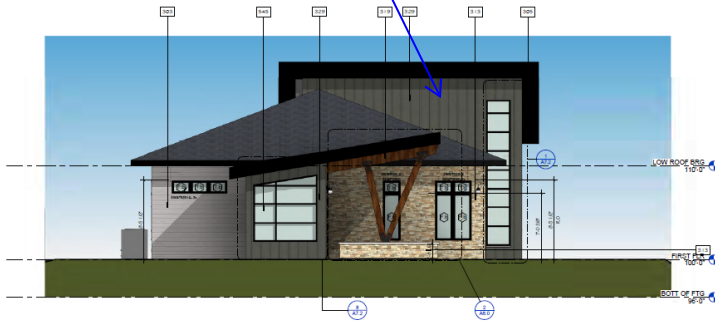
Changes to Commercial/Industrial Provisions:

- Breaks existing allowed material types into classes of primary material for use with building design.
- Adds wood as an approved material.

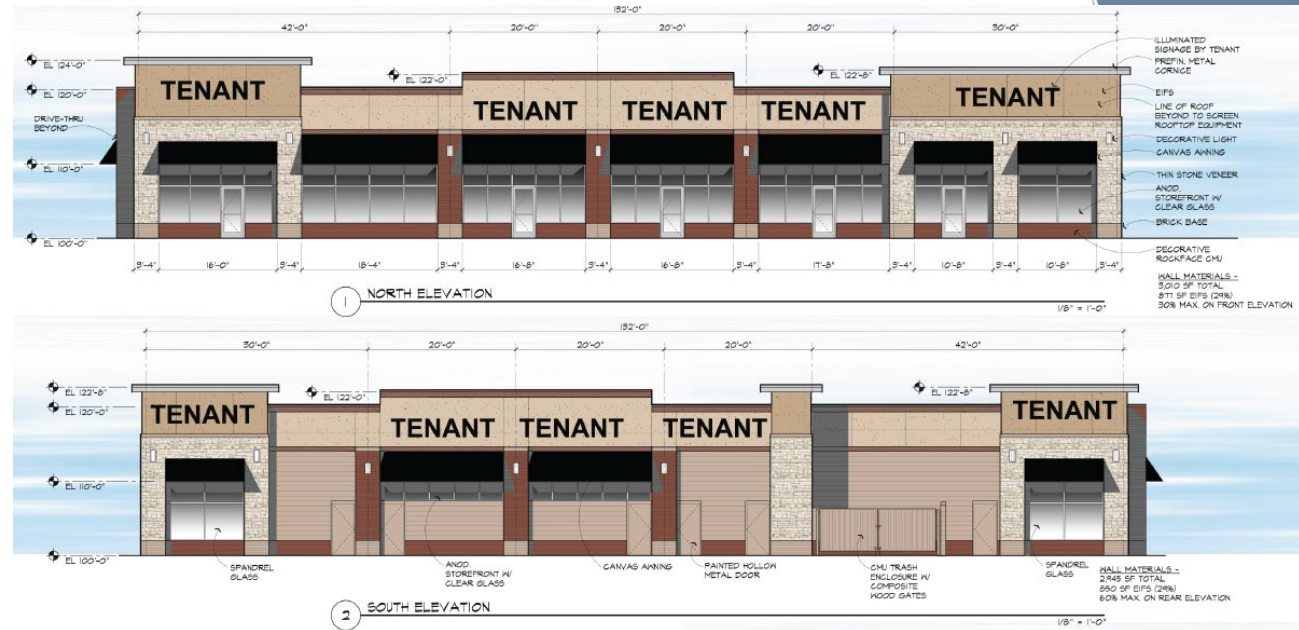
Classes of Materials		
Class 1	Class 2	Class 3
Brick	Precast concrete panels with at least two architectural reveals per panel	EIFS
Glass, or other glazing materials	Specialty concrete block including textured, burnished block or rock faced block	Fiber Cement Exterior Siding
Natural or cultured stone	Ceramic Tile (masonry, stone or clay),	Glass Block
Architecturally textured concrete precast or poured in place panels	Masonry Stucco	Thin Brick Veneer
	Architectural metal cladding	Wood
Other materials not listed that are of equal quality to materials in a specific class may be approved for use by the Community Development Director		



Architectural Metal Cladding



© SOUTH
12-1-14



KEYNOTE	DESCRIPTION
100	BRICK BASE
101	THIN STONE VENEER
102	EIFS
103	ILLUMINATED SIGNAGE BY TENANT
104	REFIN. METAL CORNICE
105	LINE OF ROOF BEYOND TO SCREEN ROOFTOP EQUIPMENT
106	DECORATIVE LIGHT CANVAS AWNING
107	THIN STONE VENEER AND STOREFRONT W/ CLEAR GLASS
108	BRICK BASE

KEYNOTE NUMBER	EAST	WEST	NORTH	SOUTH
100	N/A	5,000/5.6%	1,000/5.6%	1,000/5.6%
101	2,271/9%	N/A	N/A	N/A
102	2,000/9%	N/A	N/A	1,500/21%
103	2,445/2%	N/A	2,000/38%	2,445/4%
104	3,271/27%	1,861/18%	N/A	3,271/46%
SUB-TOTAL ELE	1,187	1,039	388	610
545 - WINDOW	401/34%	255/25%	130/25%	96/14%

**CITY OF LINO LAKES
RESOLUTION NO. 24-02**

**Determining Intent of City Code Chapter 1007 Relating to
Building Type and Construction-Exterior Wall Finishes**

WHEREAS, the City Council acting as the Board of Adjustment and Appeals received a land use application for appeal regarding interpretation of intent of City Code Section 1007.043(2)(d) relating to Building Type and Construction-Exterior Wall Finishes; and

WHEREAS, the applicant is proposing to use Insulated Metal Panels (IMP's) for a building addition at 424 Apollo Drive and staff does not believe the proposed exterior materials meet the zoning code intent or requirements; and

WHEREAS, City Code Section 1007.043(2)(d) details the following:

- City Code Section 1007.043(2)(d)1. Definitions.

Architectural metal cladding. Refers to decorative, metal cladding systems such as copper, zinc, titanium, stainless steel and painted steel components fixed to the outside of the primary wall system.

- City Code Section 1007.043(2)(d)2: All sides of the principal and accessory structures are to have essentially the same or a coordinated harmonious finish treatment.
- City Code Section 1007.043(2)(d)3: Classes of Primary Materials. For the purpose of this section, primary materials shall be divided into class 1, class 2, and class 3 categories as follows:

Classes of Materials		
Class 1	Class 2	Class 3
Brick	Precast concrete panels with at least two architectural reveals per panel	Exterior Insulation and Finish Systems (EIFS)
Glass, or other glazing materials	Specialty concrete block including textured, burnished block or rock faced block	Fiber Cement Exterior Siding
Natural or cultured stone	Ceramic Tile (masonry, stone or clay),	Glass Block
Architecturally textured concrete	Masonry Stucco	

precast or poured in place panels		
	Architectural metal cladding	Wood
Other materials not listed that are of equal quality to materials in a specific class may be approved for use by the Community Development Director		

- City Code Section 1007.043(2)(d)5. Complete or partial buildings comprised of structural metal wall panel systems that act as the primary wall system, or as a complete wall system such as pole barns or similar structures common to agricultural or industrial storage uses are prohibited.
- City Code Section 1007.043(2)(d)18. Replacement of non-conforming materials on existing buildings, or expansions of less than 50% of the floor area of an existing building may use the same or superior materials as existing.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Lino Lakes, Minnesota that the proposed Insulated Metal Panels (IMP) do not meet the city code intent or requirements.

BE IT FURTHER RESOLVED the proposed Insulation Metal Panels (IMP) could be treated similar to Class 3 material Exterior Insulation and Finish System (EIFS).

Adopted by the City Council of the City of Lino Lakes this _____ day of _____, 2024.

Rob Rafferty, Mayor

ATTEST:

Jolleen Chaika, City Clerk



**CITY COUNCIL
WORK SESSION STAFF REPORT
ITEM NO. 2**

STAFF ORIGINATOR: John Swenson, Public Safety Director

WORK SESSION DATE: January 2, 2024

TOPIC: Minnesota Public Safety Aid

BACKGROUND

During the December 11, 2023 Regular Council meeting, Council requested an update on the Public Safety Aid.

The 2023 Tax Omnibus bill approved by the Minnesota legislature provides \$300 million in December 2023 to townships, cities, counties, and tribal governments for public safety purposes. The Minnesota Department of Public Safety must determine and notify each government entity the amount of public safety aid the entity will receive by August 1, 2023. The funds must be disbursed to the entities no later than December 26, 2023.

Based on the funding formula included in the legislation we anticipate that Lino Lakes will receive approximately \$929,294 in public safety aid.

Senator Gustafson, who was chief author of this legislation in the Senate, has previously provided information on what this public safety aid can be used for. Here is that information:

- Money to provide public safety, including but not limited to community violence prevention and intervention programs, community engagement, mental health crisis responses, victim services, training programs, first responder wellness, or to pay other personnel or equipment costs.
- Proceeds **may not** be used for employer contributions to the public employee's police and fire fund if the entity received police state aid in the year immediately prior, or any costs associated with alleged wrongdoing or misconduct.
- Proceeds **may not** be used for the purchase of an armored or tactical vehicle
- Proceeds **may not** be used for the purchase of tear gas, chemical munitions, or substantially similar items
- Proceeds **may not** be used for construction, reconstruction, remodeling, expansion, or improvement of a police station, including related facilities. For purposes of this clause, "related facilities" includes access roads, lighting, sidewalks, and utility components on or adjacent to the property on which the police station is located that are necessary for safe access to and use of the building.

Staff first provided the Council information on Public Safety Aid at the July 10, 2023 Council Work Session with recommended uses for these funds. The full staff report is attached for your review.

Council has previous allocated public safety aid funds for the following uses:

1. During the Council meeting on September 11, 2023, Council authorized the uses of up to \$200,000 for the purchase of a digital mobile evidence system (body worn and squad cameras) and up to \$156,230 for the purchase of fire suppression and rescue equipment for placement on the new fire apparatus.
2. During the Council meeting on December 11, 2023, Council authorized the uses of up to \$25,000 for organizational crisis planning and preparedness training and \$229,294 to reduce the interfund loan amount for the purchase of two new pieces of fire apparatus.

The total for all of the allocated public safety funds to date is \$610,525 and these uses align with the staff recommendation at the July 10, 2023 Council meeting.

At the July 10, 2023 Council meeting, staff also recommended allocating up to \$300,000 to create retention and recruitment incentives for fire and police staff and allocation up to \$100,000 to expand the employee wellness programming for fire personnel. To date staff has not been authorized to develop potential retention and recruitment incentives. The employee wellness programming for fire staff has been funded through a FEMA Assistance to Firefighters grant that was awarded to the Public Safety Department on September 25, 2023; therefore, the \$100,000 of public safety aid funding is no longer needed for wellness programming within the Fire Division.

Of the \$929,294 certified Minnesota public safety aid funding there is \$318,769 that has not be allocated for an allowable use.

REQUESTED COUNCIL DIRECTION

Staff is requesting further direction from Council regarding the remaining \$318,769 in Minnesota Public Safety Aid.

ATTACHMENTS

Minnesota Public Safety Aid Staff Report July 10, 2023

WORK SESSION STAFF REPORT
Work Session Item 2

Date: July 10, 2023
To: City Council
From: John Swenson, Public Safety Director
Re: Minnesota Public Safety Aid

Background

The 2023 Tax Omnibus bill approved by the Minnesota legislature provides \$300 million in December 2023 to townships, cities, counties, and tribal governments for public safety purposes. The Minnesota Department of Public Safety must determine and notify each government entity the amount of public safety aid the entity will receive by August 1, 2023. The funds must be disbursed to the entities no later than December 26, 2023.

Based on the funding formula included in the legislation we anticipate that Lino Lakes will receive approximately \$929,294 in public safety aid.

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- Money to provide public safety, including but not limited to community violence prevention and intervention programs, community engagement, mental health crisis responses, victim services, training programs, first responder wellness, or to pay other personnel or equipment costs.
- Proceeds **may not** be used for employer contributions to the public employee's police and fire fund if the entity received police state aid in the year immediately prior, or any costs associated with alleged wrongdoing or misconduct.
- Proceeds **may not** be used for the purchase of an armored or tactical vehicle
- Proceeds **may not** be used for the purchase of tear gas, chemical munitions, or substantially similar items
- Proceeds **may not** be used for construction, reconstruction, remodeling, expansion, or improvement of a police station, including related facilities. For purposes of this clause, "related facilities" includes access roads, lighting, sidewalks, and utility components on or adjacent to the property on which the police station is located that are necessary for safe access to and use of the building.

The decision related to the use of these one-time public safety dollars will affect the 2024, and possibly the 2025, Public Safety budgeting process; therefore staff is seeking Council direction on proposed uses of these funds.

Staff is recommending that we establish a budget for these funds as follows:

Digital Evidence (In-squad Camera and Body Worn Camera (BWC) with supporting infrastructure):

Staff is proposing allocating up to \$200,000.00 for the replacement of all in-squad and BWCs to include the backend servers as well as other required infrastructure.

Our current system is nearing its end of life and we are experiencing a higher rate of failures with our cameras. The software platform, Panasonic Arbitrator, will no longer be supported by the vendor in December 2024. As part of the Capital Replacement Plan, we are scheduled to replace our digital evidence system in 2025.

If we do not use the Public Safety Aid funds for the replacement of our digital evidence system, we will need to budget \$30,500 in the 2024 budget to cover the immediate replacement needs for the failing components.

Use of the Public Safety Aid funds for this purchase would enable the removal of the Digital Evidence replacement from the 2025 Capital Replacement Plan, which is currently budgeted at \$150,000.

Public Safety Wellness:

In the fall of 2022, the Public Safety Department engaged with Provicta to enhance our employee wellness programming to:

- Improve individual employee health and wellness.
- Reduce the number of work related injuries.
- Reduce the costs for work related injuries sustained by employer.
- Utilize a data driven approach to wellness program in the Public Safety Department.
- Expand one-on-one programming to all Public Safety Department staff.

The large group wellness training are conducted as part of our Public Safety Department meetings and are available to all staff.

The one-on-one wellness programming started in January 2023 and has improved employee wellness amongst our police staff. At this time, the one-on-one wellness offerings are only available to our police staff because of the restriction on use of forfeiture dollars, which is the funding mechanism for these offerings to police staff.

In order to provide the one-on-one wellness offerings to all Public Safety staff, I propose using up \$100,000 of the Public Safety Aid to fund this important wellness programming.

Organizational Crisis Planning & Preparedness:

Staff is proposing to allocate up to \$25,000 to engage with Axtell Group to develop an organizational crisis response plan and conduct a series of table top exercises across the organization.

The Axtell Group will work with staff to identify key stakeholders within the Public Safety Department, other City Departments, and elected officials. Roles and responsibilities would be created for stakeholders as they relate to the individuals' role in the crisis response. The development of a crisis response plan will serve as a guide for staff and elected officials when such an event occurs.

In order to ensure staff and elected officials are familiar with the crisis response plan and their role, a series of table top exercises will be conducted across the identified stakeholders.

Fire Equipment for New Tenders:

In September 2022, we entered into a contract to purchase two Tenders from Custom Fire and we anticipate that the new Tenders will be delivered in late 2023 or early 2024. In order to fully equipment these two new Tenders, equipment will need to be purchased totaling \$156,280.

Staff proposes to fund some of this purchase with proceeds from the sale of our current Tender 1 and Tender 2. Given the age of Tender 1 and Tender 2, staff does not believe that the proceeds from the sale of these Tenders will cover the cost of the new equipment. Staff proposes allocating up to \$75,000 for the purchase of needed equipment for the new Tenders.

Public Safety Personnel Retention & Recruitment:

The Public Safety Department continues to experience staffing difficulties within both the Police and Fire Divisions. We have not been fully staffed with police and fire staff for several years and the number of applicants for police and fire positions continues to be low. These staffing challenges are wide spread throughout the Twin Cities metro area as well as throughout our nation.

Staff proposes dedicating up to \$300,000 to establish a Public Safety Retention & Recruitment program that focuses on a long-term strategy to retain current staff as well as recruitment initiatives that will enhance our pool of public safety applicants.

Staff is currently researching options for this retention and recruitment programing that is authorized under current law and will achieve the retention of public safety staff long-term and recruit top talent.

Future Public Safety Capital Equipment Funding:

If members of Council are supportive of the proposed funding level detailed in this report, that would leave approximately \$229,294 to offset future Public Safety Capital Equipment purchases. As more precise costs are determined for the proposed usages contained in this staff report, the amount available for future Public Safety Capital Equipment purchases will likely increase.

Staff is seeking Council direction.

Attachments

None

**CITY COUNCIL
WORK SESSION STAFF REPORT
ITEM NO. 3**

STAFF ORIGINATOR: Michael Grochala, Community Development Director

WORK SESSION DATE: January 2, 2024

TOPIC: Sports Dome Proposal

BACKGROUND

The City has been approached by a private development group interested in partnering with the community to construct a domed athletic facility. The group is led by sports facility developer SFDMG LLC. SFDMG currently manages two domes in the Twin Cities including Lakeville (School District) and West St. Paul (City). ISG, Inc. is an architectural/engineering firm experienced in multi-sport facility development. Yeadon Domes is a dome manufacturer, located in the Minnesota.

The project would include the construction of an approximately 92,000 square foot facility containing a full size soccer/multi-sport turf field and two basketball courts that would also accommodate pickle ball. Site planning would also include the possibility of a future medical partner building.

After reviewing potential locations the development group has focused their interest in the future City Recreational Complex property, located at Birch and Centerville. The master plan for the site contemplated the development of soccer/multi-purpose fields and can easily accommodate the proposed facility.

Initial discussions have revolved around the concept of a long term (20 year) land lease at a nominal rate. In return the City would obtain a set number of programmable hours for use of the facility. The development group would be responsible for construction of the field, dome and appurtenant facilities, such as the parking lot. Other considerations would include the extension of road and utilities to service the site. Staff would anticipate City maintenance of the road and parking lot.

Should the City Council find it beneficial to consider the request, additional items would be evaluated including but not limited to:

- naming rights
- Insurance requirements
- property tax implications

- advertising space

The group is interested in moving forward with a project as soon as possible with the objective of construction in 2024 and operation in 2025. Given the timetable for consideration and approvals it is likely that the schedule slides to a spring 2025 construction start and opening in fall of 2025.

If the City Council is interested in pursuing this opportunity staff would work with the City Attorney and development group to prepare an agreement for consideration.

REQUESTED COUNCIL DIRECTION

1. Is the City Council interested in pursuing an agreement for the dome facility?
2. If interested, are there specific public benefit options the City Council would wish to consider in addition to facility use and infrastructure improvements?

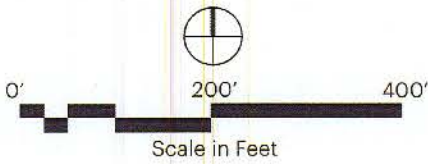
ATTACHMENTS

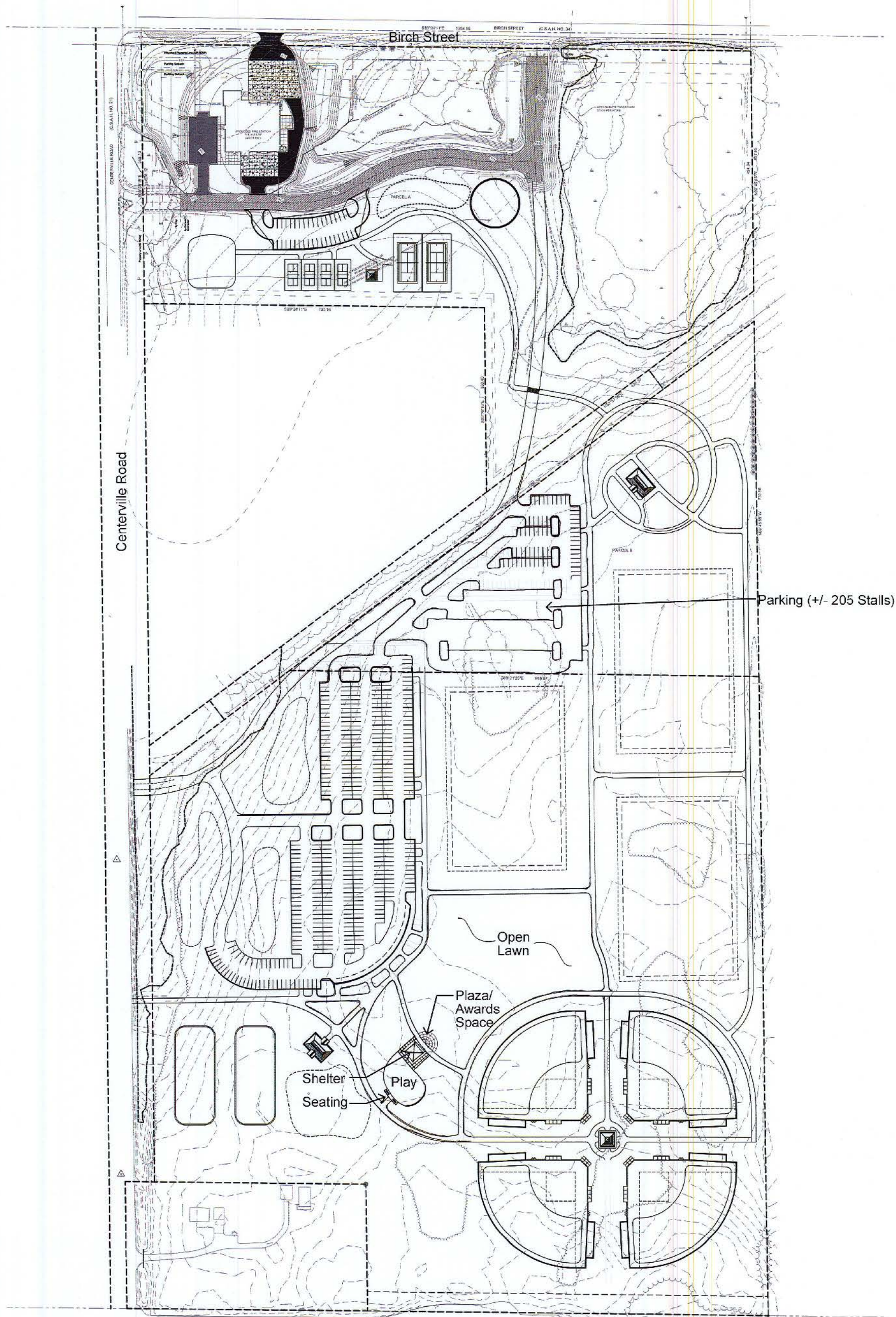
1. City Recreational Complex Master Plan, December 2018
2. Proposed Concept Plan, December 2023



Conceptual Athletic Complex | Master Plan

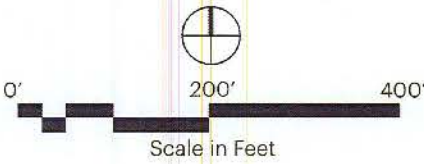
Lino Lakes, Minnesota
December 5, 2018 | WSB Project number: 012854-000

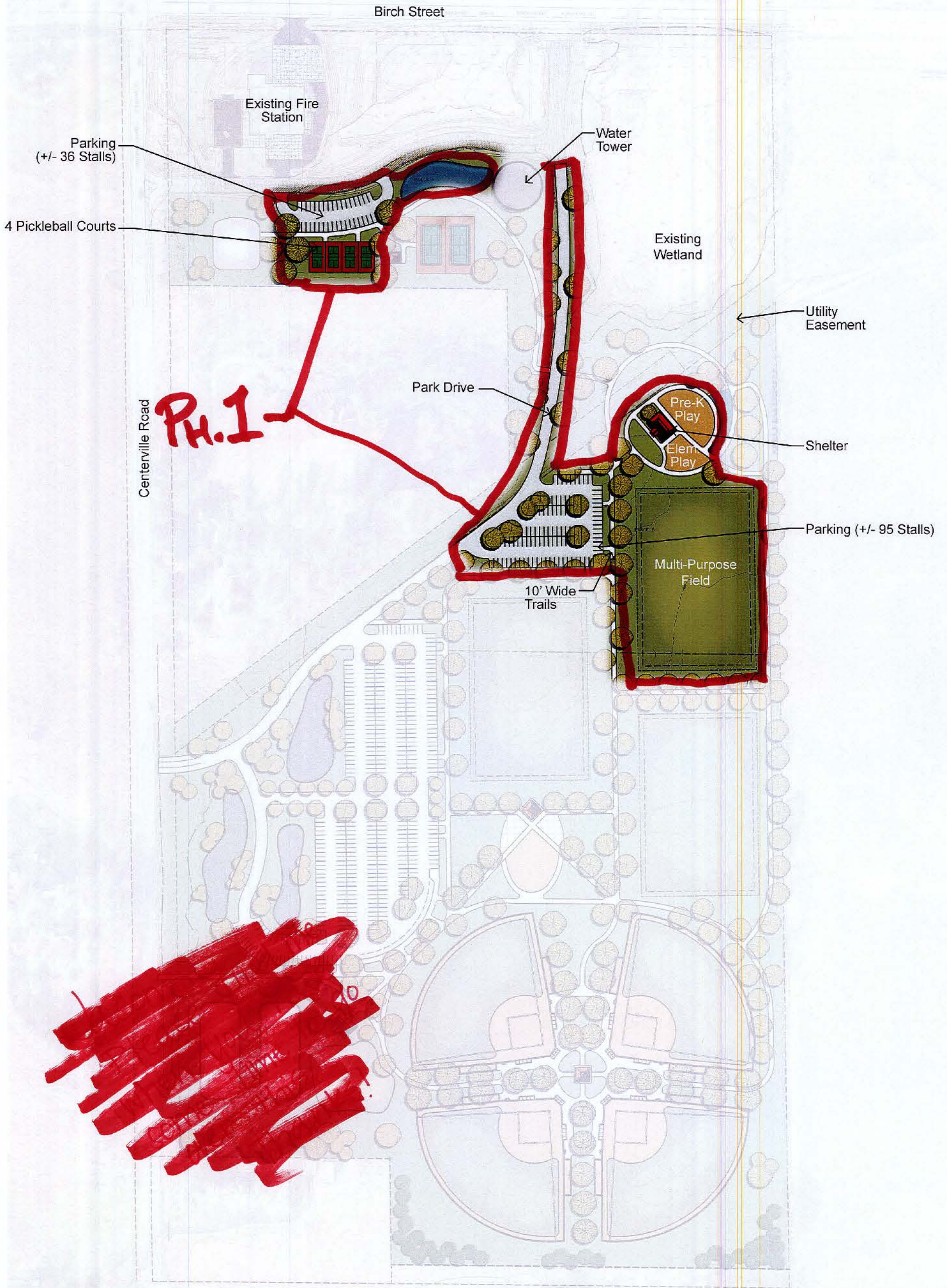




Conceptual Athletic Complex | Concept 2

Lino Lakes, Minnesota
December 5, 2018 | WSB Project number: 012854-000

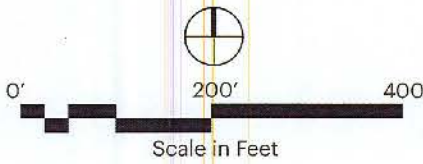




Conceptual Athletic Complex | Phase 1

Lino Lakes, Minnesota

December 5, 2018 | WSB Project number: 012854-000



WSB Project:	Lino Lakes Athletic Complex
Project Location:	Lino Lakes, MN
City Project No.:	
Project Number:	12854-000
Date:	12/5/2018

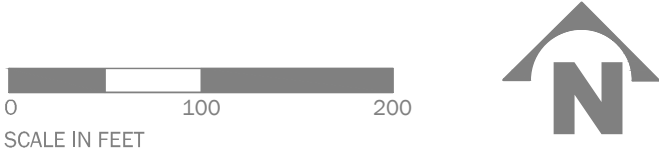
Athletic Complex Preliminary Phasing Estimate

ITEM	DESCRIPTION	UNIT	Unit Price	PROJECT TOTAL	
				Estimated Quantity	Estimated Cost
Phase 1					
	Section 1- Removals, Earthwork, and Erosion Control				
1	Mobilization (MAX. 5%)	LS	\$39,445.25	1	\$39,445.25
2	Grading, Earthwork & Erosion Control	CY	\$4.00	2,500	\$10,000.00
3	Misc. Removals	ACRE	\$4,500.00	1.5	\$6,750.00
	Section 1 Subtotal:			\$56,195.25	
	Section 2- Utilities				
1	Stormsewer System	LS	\$63,000.00	1	\$63,000.00
	Section 2 Subtotal:			\$63,000.00	
	Section 3- Northern Development				
1	Bituminous Parking Lot w/ 10" Compacted Agg. Base (36 Stalls)	SY	\$33.00	1,800	\$59,400.00
2	Curb & Gutter	LF	\$20.00	800	\$16,000.00
3	(4) Pickle Ball Courts (Assumes Soil Corrections)	LS	\$130,000.00	1	\$130,000.00
	Surfacing				
	Fencing				
	Posts & Net System				
4	8.5' Wide Bituminous Trails w/ 6" Compacted Agg. Base & Assuming 24" Soil Corrections	SY	\$36.00	200	\$7,200.00
5	Landscaping Restoration	ACRE	\$4,500.00	1	\$4,500.00
6	Trees & Plantings	LS	\$3,000.00	1	\$3,000.00
	Section 3 Subtotal:			\$220,100.00	
	Section 4- Central Development				
1	Bituminous Parking Lot w/ 10" Compacted Agg. Base (95 Stalls)	SY	\$33.00	4,100	\$135,300.00
2	Curb & Gutter	LF	\$20.00	1,300	\$26,000.00
3	Bituminous Park Drive w/ 10" Compacted Agg. Base	SY	\$33.00	2,800	\$92,400.00
4	Curb & Gutter	LF	\$20.00	1,800	\$36,000.00
5	Play Area	LS	\$100,000.00	1	\$100,000.00
	Wood Fiber Play Surfacing				
	Play Container Concrete Curb, Sidewalks				
	Play Equipment				
6	Multi-Purpose Field	LS	\$45,000.00	1	\$45,000.00
	Irrigation				
	Goals				
7	8.5' Wide Bituminous Trails w/ 6" Compacted Agg. Base & Assuming 24" Soil Corrections	SY	\$36.00	1,180	\$42,480.00
8	Landscaping Restoration	ACRE	\$4,500.00	3.8	\$16,875.00
9	Trees & Plantings	LS	\$5,000.00	1.0	\$5,000.00
	Section 4 Subtotal:			\$494,055.00	
PROJECT SUBTOTAL			\$833,350.25		
			15% CONTINGENCY	\$125,002.54	
			15% DESIGN FEES	\$125,002.54	
			LANDSCAPE TOTAL	\$1,083,355.33	

ADD-ON ITEMS	DESCRIPTION	UNIT	Unit Price	PROJECT	
				Estimated Quantity	Estimated Cost
1	Water Main	LS	\$50,000.00	1	\$50,000.00
2	Sanitary Main	LS	\$60,000.00	1	\$60,000.00
3	Games Court	SY	\$35.00	350	\$12,250.00
4	(2) Tennis Courts (Assumes Soil Corrections)	LS	\$100,000.00	1	\$100,000.00
	Surfacing				
	Fencing				
	Posts & Net System				
5	24' Shelter with Concrete Base (Northern Development)	LS	\$40,000.00	1	\$40,000.00
6	Picnic Tables	EACH	\$1,100.00	4	\$4,400.00
7	30' Shelter with Concrete Base (Central Development)	LS	\$50,000.00	1	\$50,000.00
8	Picnic Tables	EACH	\$1,100.00	6	\$6,600.00
Section 4 Subtotal:					\$122,250.00
15% CONTINGENCY					\$18,337.50
15% DESIGN FEES					\$18,337.50
LANDSCAPE TOTAL					\$158,925.00



SITE CONCEPT



**CITY COUNCIL
WORK SESSION STAFF REPORT
ITEM NO. 4**

STAFF ORIGINATOR: Sarah Cotton, City Administrator

WORK SESSION DATE: January 2, 2024

TOPIC: Annual Appointments

BACKGROUND

Below is the list of annual appointments the City Council considers each year. The Council will be asked to approve the 2024 appointments at the January 8, 2024, City Council meeting.

	2023	2024
1. Acting Mayor	Dale Stoesz	Dale Stoesz
2. Legal Newspaper	Quad Community Press	Quad Community Press
3. Legal Services	Barna, Guzy & Steffen, Ltd. Kennedy & Graven Squires, Waldspurger, & Mace, P.A. GDO Law	Squires, Waldspurger, & Mace, P.A. GDO Law Barna, Guzy & Steffen, Ltd. Kennedy & Graven
4. Labor Services	Barna, Guzy & Steffen, Ltd. Riley, Dettman & Kelsy Baker Tilly	Squires, Waldspurger, & Mace, P.A. Barna, Guzy & Steffen, Ltd. Baker Tilly
5. Municipal Advisor	Baker Tilly	Ehlers
6. Assessor	Anoka County	Anoka County
7. North Metro Telecommunications Committee	Dale Stoesz Tony Cavegn (Alternate)	Dale Stoesz Tony Cavegn (Alternate)
8. Vadnais Lake Watershed District	Rob Rafferty	Rob Rafferty
9. County Corrections Program	Chris Lyden John Swenson	Chris Lyden John Swenson

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

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

REQUESTED COUNCIL DIRECTION

Discuss whether any changes or modifications are needed to the 2024 appointments.

ATTACHMENTS

None

**CITY COUNCIL
WORK SESSION STAFF REPORT
ITEM NO. 5**

STAFF ORIGINATOR: Jolleen Chaika, City Clerk

WORK SESSION DATE: January 2, 2024

TOPIC: Board and Commission Appointment

BACKGROUND

Residents appointed to serve on boards and commissions for the City of Lino Lakes serve three-year terms. As of January 1, 2024, there are the following vacancies on the listed advisory boards:

- **Economic Development Advisory Commission: Three vacancies**
 - o Applications for reappointment received from incumbent members Cravero and Jeffrey-Schwartz
 - o Applications for appointment received from three residents
- **Environmental Board: Three vacancies**
 - o Application for reappointment received from one incumbent member
- **Park Board: Two vacancies**
 - o Application for reappointment received from one incumbent member
 - o Application received for appointment from one resident
- **Planning and Zoning Board: Three vacancies**
 - o Applications received for reappointment from incumbent members Stewart and Wipperfurth
 - o Applications for appointment received from three residents

REQUESTED COUNCIL DIRECTION

Staff is seeking Council direction as to next steps for appointment or reappointment of advisory board members.

ATTACHMENTS

2024 Advisory Board Applications (unredacted copies of the applications are on file with the clerk's office for review by Council)



City of Lino Lakes
Department of Administration
600 Town Center Parkway
Lino Lakes, MN 55014
651-982-2400 · linolakes.us

City Board and Commission Application, 2023

Please select the board(s) or Commission(s) which you wish to serve on:

- ☒ Economic Development Authority Commission ☐ Planning and Zoning Board
☐ Park & Recreation Board ☐ Environmental Board

Name	Phone
Chris Spenner	[REDACTED]

Street Address	City	State	Zip
[REDACTED]	Lino Lakes	MN	55038

Email Address	Number of years/months resident of Lino Lakes
[REDACTED]	3

Property you own in Lino Lakes, if any (other than Residence)

If you are appointed to a City Board or Commission, your Employer and phone number for the purpose of this appointment will be City Hall. If you have other work, please complete the following.

Employer
Self

Work Phone	Position Title/Occupation
[REDACTED]	Owner

Educational Background:
BA from University of Tulsa
MBA From Maryville University St. Louis

Volunteer, Civic, Professional and Community Activities:
Big Brother Big Sister St. Louis
Centennial Hockey Head Coach U12, U10, and Mites

Professional Designations/Awards/Honors/Previous Government Service:

Please describe why you are interested in serving on a board or commission and what you hope to accomplish if appointed:

As an individual interested in serving on a board or commission, my motivations and aspirations are grounded in a deep sense of civic responsibility and a desire to contribute positively to the community. Here are several reasons outlining my interest and what I hope to accomplish if appointed:

Passion for Public Service: I have a genuine passion for public service and a strong belief in the power of collective action to effect positive change. Serving on a board or commission presents an opportunity to actively engage with issues that directly impact the community and to offer my skills, expertise, and perspectives for the greater good.

Diverse Perspective and Experience: I bring a diverse background and skill set to the table. My professional experience, coupled with my personal insights and community involvement, provides a unique perspective that can contribute to informed decision-making. I believe in the importance of diverse representation to ensure a comprehensive understanding of various viewpoints when addressing complex issues.

Desire to Make Meaningful Contributions: If appointed, I am to make meaningful contributions by actively participating in discussions, providing innovative ideas, and collaborating with fellow board or commission members. I aspire to bring a fresh outlook, critical thinking, and a solutions-oriented approach to address challenges and seize opportunities facing the community.

Commitment to Enhance Transparency and Accountability: I strongly believe in transparency and accountability in governance. If given the opportunity, I intend to advocate for practices that promote openness, inclusivity, and ethical decision-making within the board or commission. Establishing clear communication channels with the public and ensuring that decisions are made with the community's best interests in mind will be a priority.

Focus on Specific Goals: I have identified several key areas where I hope to make a difference if appointed. These might include initiatives related to education, healthcare, environmental sustainability, social welfare, or economic development. By focusing on specific goals, I aim to leverage my skills and knowledge to contribute meaningfully to the advancement of these areas within the community.

Continuous Learning and Growth: Serving on a board or commission provides an excellent opportunity for continuous learning and personal growth. I am committed to staying informed about relevant issues, attending training sessions, and collaborating with other members to broaden my understanding and improve my effectiveness in contributing to the board or commission's objectives.

In conclusion, my interest in serving on a board or commission stems from a genuine desire to serve the community, leverage my skills and experiences, foster positive change, and contribute meaningfully to addressing pertinent issues. I am committed to working diligently, collaborating effectively, and striving toward the betterment of the community if given the opportunity to serve.

What unique qualities, perspectives, and life experiences would you bring to this board/commission and the City?

As a serial entrepreneur with a rich tapestry of experiences, unique qualities, and diverse perspectives, I am an excellent candidate for a board or commission role in the city of Lino Lakes. Here are the key attributes derived from my entrepreneurial background that would contribute to your effectiveness in such a position:

Innovative Thinking and Problem-Solving Skills: Serial entrepreneurs possess a natural inclination toward innovation and creative problem-solving. My experience in identifying market gaps, conceptualizing new ventures, and navigating challenges has honed my ability to think critically and devise innovative solutions. This mindset can be invaluable when addressing complex issues faced by the city of Lino Lakes.

Adaptability and Resilience: Entrepreneurship inherently involves navigating uncertainty and adapting to changing circumstances. My resilience in the face of setbacks and ability to pivot strategies when needed are crucial attributes. These qualities translate well into the realm of public service, where unforeseen challenges often arise, requiring flexibility and resilience to overcome them.

Risk Management and Decision-Making: Being a serial entrepreneur means making strategic decisions in high-stakes environments. My experience in assessing risks, weighing options, and making informed decisions under pressure can be immensely beneficial when deliberating on policies or initiatives for the city. It brings a pragmatic and calculated approach to governance.

Community Engagement and Networking: Entrepreneurs often cultivate extensive networks and engage with diverse communities. This ability to connect with people from varied backgrounds and understand their needs aligns with the inclusive nature of public service. My experience in community engagement can be leveraged to foster dialogue and gather diverse perspectives when making decisions that impact Lino Lakes residents.

Results-Driven Focus and Accountability: Entrepreneurial ventures thrive on setting goals, measuring progress, and being accountable for outcomes. This results-driven approach can be translated into advocating for measurable outcomes and ensuring accountability within the board or commission. My focus on achieving tangible results aligns well with the objectives of serving the community effectively.

Economic Development and Growth Mindset: My entrepreneurial background likely involves a strong focus on economic development and growth. This perspective can be instrumental in driving initiatives that foster economic prosperity within Lino Lakes, promoting job creation, supporting local businesses,

Please indicate what (if any) evenings you are not available for meetings.

___ Mon ___ Tue ___ Wed ___ Thurs ___ Fri

Does the current meeting schedule of the board/commission you are interested work for you?

☒ Yes ___ No

Please list three references (do not include the Mayor or Councilmembers)

Name	Address	Phone	Email Address
Mike Callahan	████████████████████	██████████	████████████████████
John Trygstad	████████████████████	██████████	████████████████████
Mark Sager	████████████████████	██████████	████████████████████

How did you hear about the position? If someone recommended you to apply, may we contact them? If so, please provide their contact information.

City of Lino Lakes Magazine

Important Information About Your Application - Data Privacy Notice

Minnesota law requires that you be informed of the purpose and intended use of the information you are providing on this application. Per Minnesota Statute 13.601, subd. 3a, your name, address, occupation, education, training, civic affiliations, qualifications, experience, and veteran status are available to anyone who requests the information.

This information will be used to identify you as an applicant, enable us to contact you when additional information is required, send you notices, and assess your qualifications for appointment. This data is not legally required, but refusal to supply the information requested may affect the City Council's ability to accurately evaluate your application.

Should you be appointed to a City of Lino Lakes Board or Commission, your residential address and either a phone number or email address where you can be reached will also become public information (per Minnesota Statute 13.601, subd. 3b). The purpose is to list contact information for Board/Commission members on a public roster.

Please select which of the following you will allow listed on a public roster (you must select either email or phone number).

☒ Email ___ Phone Number ___ Both

By typing my name or handwriting my signature, I certify that I have read and understand the Data Privacy Notice and certify that the statements in this application are true and correct to the best of my knowledge:

Signature: Chris Spenner

Date: 12/14/2023

Return completed application to:

City of Lino Lakes
Attn: City Clerk
600 Town Center Parkway
Lino Lakes, MN 55014

Or email completed application to: jchaika@linolakes.us



City of Lino Lakes
Department of Administration
600 Town Center Parkway
Lino Lakes, MN 55014
651-982-2400 · linolakes.us

City Board and Commission Application, 2023

Please select the board(s) or Commission(s) which you wish to serve on:

☒ Economic Development Authority Commission

☐ Planning and Zoning Board

☐ Park & Recreation Board

☐ Environmental Board

Name

ANDREW CRAVERO

Phone

[REDACTED]

Street Address

[REDACTED]

City

LINO LAKES

State

MN

Zip

55014

Email Address

[REDACTED]

Number of years/months resident of Lino Lakes

18

Property you own in Lino Lakes, if any (other than Residence)

If you are appointed to a City Board or Commission, your Employer and phone number for the purpose of this appointment will be City Hall. If you have other work, please complete the following.

Employer

RETIRED

Work Phone

Position Title/Occupation

Educational Background:

BA - ST. VINCENT COLLEGE

MBA - LONG ISLAND UNIVERSITY

Volunteer, Civic, Professional and Community Activities:

METH

BEST PREP

EDAC

Professional Designations/Awards/Honors/Previous Government Service:

ON ~~EDAC~~ EDAC & NOW

Please describe why you are interested in serving on a board or commission and what you hope to accomplish if appointed:

WANT TO MAKE SURE GROW IN A RESPONSIBLE WAY

What unique qualities, perspectives, and life experiences would you bring to this board/commission and the City?

GREW UP IN LONG ISLAND - SAW BAD GROWTH

Please indicate what (if any) evenings you are not available for meetings.

☐ Mon ☐ Tue ☐ Wed ☐ Thurs ☐ Fri

Does the current meeting schedule of the board/commission you are interested work for you?

☒ Yes ☐ No

Please list three references (do not include the Mayor or Councilmembers)

Name	Address	Phone	Email Address
PAUL HOWARD	[REDACTED]	[REDACTED]	[REDACTED]
JIM DUNLAP	[REDACTED]	[REDACTED]	[REDACTED]
CHAMBERLAND	[REDACTED]	[REDACTED]	[REDACTED]
ROGER	[REDACTED]	[REDACTED]	[REDACTED]

How did you hear about the position? If someone recommended you to apply, may we contact them? If so, please provide their contact information.

ON BOARD AT THIS TIME

Important Information About Your Application - Data Privacy Notice

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Please select which of the following you will allow listed on a public roster (you must select either email or phone number).

☐ Email ☐ Phone Number ☒ Both

By typing my name or handwriting my signature, I certify that I have read and understand the Data Privacy Notice and certify that the statements in this application are true and correct to the best of my knowledge:

Signature:

Date:

Return completed application to:

City of Lino Lakes
Attn: City Clerk
600 Town Center Parkway
Lino Lakes, MN 55014

Or email completed application to: jchaika@linolakes.us



City of Lino Lakes
Department of Administration
600 Town Center Parkway
Lino Lakes, MN 55014
651-982-2400 · linolakes.us

City Board and Commission Application, 2023

Please select the board(s) or Commission(s) which you wish to serve on:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Economic Development Authority Commission | <input checked="" type="checkbox"/> Planning and Zoning Board |
| <input type="checkbox"/> Park & Recreation Board | <input type="checkbox"/> Environmental Board |

Name Joseph Graf		Phone [REDACTED]	
Street Address [REDACTED]	City Lino Lakes	State MN	Zip 55014
Email Address [REDACTED]		Number of years/months resident of Lino Lakes 30 years/6 months	
Property you own in Lino Lakes, if any (other than Residence) 			

If you are appointed to a City Board or Commission, your Employer and phone number for the purpose of this appointment will be City Hall. If you have other work, please complete the following.

Employer recently retired from HB Fuller Company	
Work Phone 	Position Title/Occupation Plant Manager

Educational Background:
BS Chemical Engineering - Washington University in St. Louis
BA Liberal Arts - University of St. Thomas
Six Sigma Black Belt from University of St Thomas
Lean Lead Certificate from Milwaukee School of Engineering

Volunteer, Civic, Professional and Community Activities:
6-year term on board of Association for Facilities Engineers - including term as President
Inaugural member of Centennial High School Football Boosters Club
served on board of Centennial Basketball Association - scheduled facility usage
served on Centennial Little League Baseball board
coached youth baseball, basketball, indoor soccer, and outdoor soccer

Professional Designations/Awards/Honors/Previous Government Service:
Certified Quality Engineer from American Society of Quality
Certified Gung Ho! (Blanchard/Bowles) process trainer
Managing for Continuous Improvement from Tennessee Associates International
Many years of budget and P&L responsibilities - managed capital projects up to 25 million dollars
Experience establishing & measuring performance metrics

Please describe why you are interested in serving on a board or commission and what you hope to accomplish if appointed:
 Recently retired and looking to apply my knowledge & training towards a worthwhile cause. I have no pre-conceived agenda or mission. I would look to first actively listen & learn - and then utilize all the tools I possess to make meaningful contributions. I have spent years leading, facilitating and being a member of teams. I was an Operational Excellence Manager leading implementation of world class manufacturing initiatives. I feel my education and background lends me more towards the Economic Development Authority Commission, or the Planning & Zoning Board.

What unique qualities, perspectives, and life experiences would you bring to this board/commission and the City?

Spent 41+ years in a wide variety of manufacturing roles - including process/capital project/maintenance engineering, all levels of management, operational excellence/lean/six sigma... Managed countless capital projects all the way up to 25 million dollars. Budget, P&L and economic justification savvy. Very involved in local youth sports.

Please indicate what (if any) evenings you are not available for meetings.

☐ Mon ☐ Tue ☐ Wed ☐ Thurs ☐ Fri

Does the current meeting schedule of the board/commission you are interested work for you?

☒ Yes ☐ No

Please list three references (do not include the Mayor or Councilmembers)

Name	Address	Phone	Email Address
Mike Erickson	[REDACTED]	[REDACTED]	[REDACTED]
Mike Kell	[REDACTED]	[REDACTED]	[REDACTED]
Duane Hanley	[REDACTED]	[REDACTED]	[REDACTED]

How did you hear about the position? If someone recommended you to apply, may we contact them? If so, please provide their contact information.

City of Lino Lakes Winter 2023 Newsletter

Important Information About Your Application - Data Privacy Notice

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Please select which of the following you will allow listed on a public roster (you must select either email or phone number).

☐ Email ☐ Phone Number ☒ Both

By typing my name or handwriting my signature, I certify that I have read and understand the Data Privacy Notice and certify that the statements in this application are true and correct to the best of my knowledge:

Signature: Joseph Graf

Date: December 21, 2023

Return completed application to:

City of Lino Lakes
 Attn: City Clerk
 600 Town Center Parkway
 Lino Lakes, MN 55014

Or email completed application to: jchaika@linolakes.us



City of Lino Lakes
Department of Administration
600 Town Center Parkway
Lino Lakes, MN 55014
651-982-2400 · linolakes.us

City Board and Commission Application, 2023

Please select the board(s) or Commission(s) which you wish to serve on:

- ☒ Economic Development Authority Commission ☐ Planning and Zoning Board
☐ Park & Recreation Board ☐ Environmental Board

Name		Phone	
Julie Jeffrey Schwartz		[REDACTED]	
Street Address	City	State	Zip
[REDACTED]	Lino Lakes	MN	55110
Email Address	Number of years/months resident of Lino Lakes		
[REDACTED]	29 years 1 month		
Property you own in Lino Lakes, if any (other than Residence)			
[REDACTED]			
If you are appointed to a City Board or Commission, your Employer and phone number for the purpose of this appointment will be City Hall. If you have other work, please complete the following.			
Employer			
Lake State Realty Services, Inc.			
Work Phone	Position Title/Occupation		
[REDACTED]	President/Owner		

Educational Background:

I am a real estate appraiser and a real estate broker. I have many specialized real estate courses, which are as indicated on the attached professional qualifications. Additionally, in college, I took many specific real estate courses and related courses not listed, including Geology (for college majors), Minnesota Geography, other Geography classes, and Economics classes. I have attended various workshops and planning meetings on land use, tax increment financing and public financing, and area-wide studies.

Volunteer, Civic, Professional and Community Activities:

I am currently a member of the Lino Lakes Economic Development Advisory Committee. I have been a member of EDAC since 1996, having been at various times the chair, vice chair, and performed in an interim chair capacity. Also in the past, I have been appointed by the EDAC members to special task forces on behalf of EDAC, including the Zoning Regulation Task Force, Alternative Urban Area-wide Review (AUAR), and the Advisory Committee for the Comprehensive Plan Update. I am a current Co-Chair of the Lino Lakes Volunteers in Public Safety (past Chair), and am the serving member of the Lino Lakes Community Emergency Response Team (past Chair, Co-Chair and Secretary). I have served as a board member and past Secretary, Treasurer, and President of the Lino Lakes Area Chamber of Commerce, now known as the Quad Area Chamber of Commerce. I have in the past been the Chair of the Appraisal Section of the International Right of Way Association. I have served in the past for the local and State Board of Realtors Ethics Committee, Professional Standards Committee, and Government Affairs Committee. I have done other volunteer work for various charities, and professional organizations. I was a girl scout leader for Troop 53643 for five years. I served on the Development Board for Phoenix Alternatives Inc.

Professional Designations/Awards/Honors/Previous Government Service:

Prior paid government service includes four-years at the Minnesota Department of Transportation, and over 30 years of federal, state and local contracting experience. Volunteer government service includes the Lino Lakes Economic Development Advisory Committee (since 1996), Lino Lakes Volunteers in Public Safety (since 2010), and the Lino Lakes Community Emergency Response Team (since 2007). Other volunteer public service with the Breakfast with Santa Event and Guns and Hoses Hockey Game, sponsored by the Lino Lakes volunteers in Public Safety.

Please describe why you are interested in serving on a board or commission and what you hope to accomplish if appointed:

I hope to provide insight based on my knowledge and experience of 27+ years on EDAC, as well as my work experience consulting with other cities. I hope to provide objective analysis and decisions related to these items that are based on my knowledge, knowledge I seek, and an impartial mindset with the City's best interest's forefront. Through my appraisal activities, I have performed many neutral appraisals as agreed to by judge's or litigating parties. As I am on the Anoka County, Ramsey County, and Washington County Condemnation Commissioner's List, I believe that this indicates that my peers recognize me as impartial and unbiased, something I think is important to anyone having a position on a board advising the city council.

What unique qualities, perspectives, and life experiences would you bring to this board/commission and the City?

I have lived and owned a business in Lino Lakes for over 28 years, volunteering since I became a resident. I have observed the city in its transitions, seen various political bodies and opinions come and go, and my love for my city and its residents (and businesses) offers a unique perspective over time of what Lino Lakes strengths and opportunities provide for generations into the future. Lino Lakes is where my children and grandchildren live and the decisions today impact generations tomorrow, and I want to leave the best potential of our city in capable hands that build on what we have started. As longest standing member on EDAC, I would love to continue my role by honoring the past, understanding today, and looking forward to a bright tomorrow.

Please indicate what (if any) evenings you are not available for meetings.

☐ Mon ☐ Tue ☐ Wed ☐ Thurs ☐ Fri

Does the current meeting schedule of the board/commission you are interested work for you?

☒ Yes ☐ No

Please list three references (do not include the Mayor or Councilmembers)

Name	Address	Phone	Email Address
Lino Lakes Public Safety Sgt. Kyle Leibel	640 Town Center Parkway, Lino Lakes, MN 55014	[REDACTED]	KLeibel@linolakes.us
LLVIPS Chair and LL Reserve Officer Andy Bennett	[REDACTED]	[REDACTED]	[REDACTED]
Lino Lakes Community Development Director Mike Grochala	600 Town Center Parkway, Lino Lakes, MN 55014	651-982-2427	MGrochala@linolakes.us

How did you hear about the position? If someone recommended you to apply, may we contact them? If so, please provide their contact information.

Previous member since 1996.

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Should you be appointed to a City of Lino Lakes Board or Commission, your residential address and either a phone number or email address where you can be reached will also become public information (per Minnesota Statute 13.601, subd. 3b). The purpose is to list contact information for Board/Commission members on a public roster.

Please select which of the following you will allow listed on a public roster (you must select either email or phone number).

☒ Email ☐ Phone Number ☐ Both

By typing my name or handwriting my signature, I certify that I have read and understand the Data Privacy Notice and certify that the statements in this application are true and correct to the best of my knowledge:

Signature: Julie Jeffrey Schwartz

Date: 10/30/23

Return completed application to:


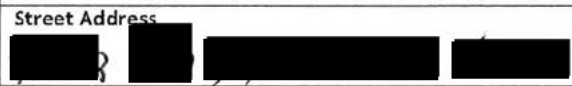

City of Lino Lakes
Attn: City Clerk
600 Town Center Parkway
Lino Lakes, MN 55014

Or email completed application to: jchaika@linolakes.us



City of Lino Lakes
Department of Administration
600 Town Center Parkway
Lino Lakes, MN 55014
651-982-2400 • linolakes.us

City Board and Commission Application, 2023

Please select the board(s) or Commission(s) which you wish to serve on:			
<input type="checkbox"/> Economic Development Authority Commission		<input type="checkbox"/> Planning and Zoning Board	
<input type="checkbox"/> Park & Recreation Board		<input checked="" type="checkbox"/> Environmental Board	
Name <i>John Sullivan</i>			
Street Address 	City <i>Lino Lakes</i>	State <i>MN</i>	Zip <i>55014</i>
Email Address 	Number of years/months resident of Lino Lakes <i>31</i>		
Property you own in Lino Lakes, if any (other than Residence) <i>None</i>			
If you are appointed to a City Board or Commission, your Employer and phone number for the purpose of this appointment will be City Hall. If you have other work, please complete the following.			
Employer <i>N/A - Retired</i>		<i>Season position with Anoka County</i>	
Work Phone	Position Title/Occupation <i>Parks Counter of Usage</i>		
Educational Background: <i>B.A. (Business) - Mini Masters in Govt Affairs. Anoka County Recycler/Composter certified</i>			
Volunteer, Civic, Professional and Community Activities: <i>Lino Lakes Tree sale. Participation in City parade representing Env Bd Trained residents @ city's composting sites Represented Env Bd at Wargo Earth activities Ash Tree Inventory</i>			
Professional Designations/Awards/Honors/Previous Government Service: <i>Member, vice-chair, chair of Lino Lakes Charter commission. Past Lino Lakes Citizen of the Year</i>			

Please describe why you are interested in serving on a board or commission and what you hope to accomplish if appointed:

- I believe I can be an asset to the City as implementation of the State's "Twin Cities Metro Area - Solid Waste Management" plan moves from the state, to Anoka County, and eventual implementation by the City.

- I will apply what I learn in water-preservation/testing in my work

What unique qualities, perspectives, and life experiences would you bring to this board/commission and the City?

- Participated in the MPCA Smart Salting for Community Leaders Workshop
- I will continue to participate in the preservation of the Peltier Lake Rookery

Please indicate what (if any) evenings you are not available for meetings.

___ Mon ___ Tue ___ Wed ___ Thurs ___ Fri

Does the current meeting schedule of the board/commission you are interested work for you?

☒ Yes ___ No

Please list three references (do not include the Mayor or Councilmembers)

Name	Address	Phone	Email Address
Andy Nelson			

How did you hear about the position? If someone recommended you to apply, may we contact them? If so, please provide their contact information.

Current Chair of E.B.

Important Information About Your Application - Data Privacy Notice

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Please select which of the following you will allow listed on a public roster (you must select either email or phone number).

☒ Email ___ Phone Number ___ Both

By typing my name or handwriting my signature, I certify that I have read and understand the Data Privacy Notice and certify that the statements in this application are true and correct to the best of my knowledge:

Signature:

John C. Sullivan

Date:

Dec 7, 2023

Return completed application to:

City of Lino Lakes

Attn: City Clerk

600 Town Center Parkway

Lino Lakes, MN 55014

Or email completed application to: jchaika@linolakes.us

With the SHEEP (Stream Health) Evaluation Program, results are reported to Rice Creek Watershed District. I have done this for many years.



City Board and Commission Application, 2023

Please select the board(s) or Commission(s) which you wish to serve on:

☐ Economic Development Authority Commission

☐ Planning and Zoning Board

☒ Park & Recreation Board

☐ Environmental Board

Name <i>Clark Gooder</i>		Phone [REDACTED]	
Street Address [REDACTED]	City <i>Lino Lakes</i>	State <i>MN</i>	Zip <i>55014</i>
Email Address [REDACTED]	Number of years/months resident of Lino Lakes <i>23</i>		
Property you own in Lino Lakes, if any (other than Residence)			
If you are appointed to a City Board or Commission, your Employer and phone number for the purpose of this appointment will be City Hall. If you have other work, please complete the following.			
Employer <i>US Bank</i>			
Work Phone [REDACTED]	Position Title/Occupation <i>Manager</i>		
Educational Background: <i>- 2 year College</i> <i>- grad Spring Lake Park, MN</i>			
Volunteer, Civic, Professional and Community Activities: <i>- Centennial Lake Coach Softball/Baseball over 14 years</i> <i>- Volunteer time @ Blue Heron Reading to Kids</i> <i>- Park Board two terms</i>			
Professional Designations/Awards/Honors/Previous Government Service:			

Please describe why you are interested in serving on a board or commission and what you hope to accomplish if appointed:

- To assist in driving change for the City to improve & remodel current Parks
- To connect Parks w/ trails to help everyone enjoy our local Parks
- Secure funds to help maintain our parks & trail system

What unique qualities, perspectives, and life experiences would you bring to this board/commission and the City?

- Resident of Lino Lakes 23 year raising 4 Kids
- Park Board experience (2 terms)
- Coach for many years seeing & using many of Parks in area

Please indicate what (if any) evenings you are not available for meetings.

☐ Mon ☐ Tue ☐ Wed ☐ Thurs ☐ Fri

Does the current meeting schedule of the board/commission you are interested work for you?

☒ Yes ☐ No

Please list three references (do not include the Mayor or Councilmembers)

Name	Address	Phone	Email Address
Dave Mundale			
Brian Tomala			
Chris Gooder			

How did you hear about the position? If someone recommended you to apply, may we contact them? If so, please provide their contact information.

Current board (Park) member

Important Information About Your Application - Data Privacy Notice

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This information will be used to identify you as an applicant, enable us to contact you when additional information is required, send you notices, and assess your qualifications for appointment. This data is not legally required, but refusal to supply the information requested may affect the City Council's ability to accurately evaluate your application.

Should you be appointed to a City of Lino Lakes Board or Commission, your residential address and either a phone number or email address where you can be reached will also become public information (per Minnesota Statute 13.601, subd. 3b). The purpose is to list contact information for Board/Commission members on a public roster.

Please select which of the following you will allow listed on a public roster (you must select either email or phone number).

☐ Email ☐ Phone Number ☒ Both

By typing my name or handwriting my signature, I certify that I have read and understand the Data Privacy Notice and certify that the statements in this application are true and correct to the best of my knowledge:

Signature: *Clark Gooder*

Date: 10-31-23

Return completed application to:

City of Lino Lakes
Attn: City Clerk
600 Town Center Parkway
Lino Lakes, MN 55014

Or email completed application to: jchaika@linolakes.us



City of Lino Lakes
Department of Administration
600 Town Center Parkway
Lino Lakes, MN 55014
651-982-2400 · linolakes.us

City Board and Commission Application, 2023

Please select the board(s) or Commission(s) which you wish to serve on:

☒ Economic Development Authority Commission

☐ Park & Recreation Board

☒ Planning and Zoning Board

☐ Environmental Board

Name		Phone	
Isaac Wipperfurth		[REDACTED]	
Street Address	City	State	Zip
[REDACTED]	Lino Lakes	MN	55038
Email Address	Number of years/months resident of Lino Lakes		
[REDACTED]	8 years		
Property you own in Lino Lakes, if any (other than Residence)			

If you are appointed to a City Board or Commission, your Employer and phone number for the purpose of this appointment will be City Hall. If you have other work, please complete the following.

Employer	
Frerichs Construction	
Work Phone	Position Title/Occupation
[REDACTED]	Construction Estimator

Educational Background:
BS in Construction
University of Wisconsin - Stout

Volunteer, Civic, Professional and Community Activities:

Lino Lakes Planning and Zoning Board Member
Cub Pack 9432 Fundraising Chair
Centennial Area Education Foundation Grant Committee Member
University of Wisconsin - Stout Construction Industry Advisory Committee Member

Professional Designations/Awards/Honors/Previous Government Service:

Lino Lakes Planning and Zoning Board Member
LEED Accredited Professional

Please describe why you are interested in serving on a board or commission and what you hope to accomplish if appointed:

I want to continue to uphold the standards set forth by the City in regards to the quality of recent developments. I'd also like to work with applicants who are applying to build commercial developments within the City to find compromises in terms of shielding requirements, enclosure materials, building sizes, etc that ensure a development that is an economic benefit to the community can move forward and not be squashed by subjective requirements.

What unique qualities, perspectives, and life experiences would you bring to this board/commission and the City?

I work for a commercial construction company so I feel that I can offer a unique perspective on new development projects throughout the city. I'm also very passionate about development and changes throughout the area.

Please indicate what (if any) evenings you are not available for meetings.

☐ Mon ☒ Tue ☐ Wed ☐ Thurs ☐ Fri

Does the current meeting schedule of the board/commission you are interested work for you?

☒ Yes ☐ No

Please list three references (do not include the Mayor or Councilmembers)

Name	Address	Phone	Email Address
Barry Vulcan	[REDACTED]	[REDACTED]	[REDACTED]
Jason Larson	[REDACTED]	[REDACTED]	[REDACTED]
Mike Szurek	[REDACTED]	[REDACTED]	[REDACTED]

How did you hear about the position? If someone recommended you to apply, may we contact them? If so, please provide their contact information.

Important Information About Your Application - Data Privacy Notice

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This information will be used to identify you as an applicant, enable us to contact you when additional information is required, send you notices, and assess your qualifications for appointment. This data is not legally required, but refusal to supply the information requested may affect the City Council's ability to accurately evaluate your application.

Should you be appointed to a City of Lino Lakes Board or Commission, your residential address and either a phone number or email address where you can be reached will also become public information (per Minnesota Statute 13.601, subd. 3b). The purpose is to list contact information for Board/Commission members on a public roster.

Please select which of the following you will allow listed on a public roster (you must select either email or phone number).

☒ Email ☐ Phone Number ☐ Both

By typing my name or handwriting my signature, I certify that I have read and understand the Data Privacy Notice and certify that the statements in this application are true and correct to the best of my knowledge:

Signature: Isaac Wipperfurth

Date: 10/17/2023

Return completed application to:

City of Lino Lakes
Attn: City Clerk
600 Town Center Parkway
Lino Lakes, MN 55014

Or email completed application to: jchaika@linolakes.us



City of Lino Lakes
Department of Administration
600 Town Center Parkway
Lino Lakes, MN 55014
651-982-2400 · linolakes.us

City Board and Commission Application, 2023

Please select the board(s) or Commission(s) which you wish to serve on:

☐ Economic Development Authority Commission

☐ Planning and Zoning Board

☒ Park & Recreation Board

☐ Environmental Board

Name Jason Spitzer		Phone [REDACTED]	
Street Address 204 Ulmer Drive	City Lino Lakes	State MN	Zip 55014
Email Address [REDACTED]		Number of years/months resident of Lino Lakes 4 years officially. On and off over 30 years.	
Property you own in Lino Lakes, if any (other than Residence)			

If you are appointed to a City Board or Commission, your Employer and phone number for the purpose of this appointment will be City Hall. If you have other work, please complete the following.

Employer Wells Fargo	
Work Phone [REDACTED]	Position Title/Occupation Senior Regulatory Program Consultant

Educational Background:

Bachelors degree in Marketing from Minnesota State University, Mankato
Minor in Speech Communication from Minnesota State University, Mankato

Volunteer, Civic, Professional and Community Activities:

Habitat for Humanity - I have been volunteering over the past decade with Habitat through our volunteer program at Wells Fargo.
Speech and Debate - When available, I like to judge speech tournaments for the local high schools in the area and coach high school students on the art of public speaking.

Professional Designations/Awards/Honors/Previous Government Service:

Lean Six Sigma - Yellow Belt recipient. Yellow belt recipients embody the fundamental methodologies used for Six Sigma problem solving projects, helps organizations reduce costs, improve customer satisfaction, streamline processes and reduce errors and mistakes. Yellow Belt is the 2nd level of Six Sigma training.

Recipient of the Kevin Heineman District Student Award - This award is based on the leadership, fellowship, and sportsmanlike conduct witnessed by the students and coaches of the district throughout the nominee's collegiate career.

Please describe why you are interested in serving on a board or commission and what you hope to accomplish if appointed:

One of the recently elected city council members mentioned that they would love to add a dog park. As a dog owner and dog park enthusiast, I would love to represent other dog owners in Lino Lakes in the push for, and development of, a dog park.

I am also an avid hiker. The trails and beauty of Lino Lakes is a treasure that should be nourished while balancing the needs of economic development. It would be great to see our trail system expand and offer more accessible options for our community.

What unique qualities, perspectives, and life experiences would you bring to this board/commission and the City?

As a dog park enthusiast, I have a unique perspective on what makes a dog park work, and what is a hinderance to the community. My background as a consultant helps me understand local laws and regulations that may impact the building of a park and my background in relationship building and teamwork can help bring the community together to incorporate their input.

Please indicate what (if any) evenings you are not available for meetings.

☐ Mon ☐ Tue ☐ Wed ☐ Thurs ☒ Fri

Does the current meeting schedule of the board/commission you are interested work for you?

☒ Yes ☐ No

Please list three references (do not include the Mayor or Councilmembers)

Name	Address	Phone	Email Address
Nancy Imsdahl	[REDACTED]	[REDACTED]	N/A
Lori Lewis	[REDACTED]	[REDACTED]	N/A
Anup Dangol	[REDACTED]	[REDACTED]	N/A

How did you hear about the position? If someone recommended you to apply, may we contact them? If so, please provide their contact information.

City of Lino Lakes Facebook Page

Important Information About Your Application - Data Privacy Notice

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Please select which of the following you will allow listed on a public roster (you must select either email or phone number).

☒ Email ☐ Phone Number ☐ Both

By typing my name or handwriting my signature, I certify that I have read and understand the Data Privacy Notice and certify that the statements in this application are true and correct to the best of my knowledge:

Signature: Jason Spitzer

Date: 11/16/2023

Return completed application to:

City of Lino Lakes
Attn: City Clerk
600 Town Center Parkway
Lino Lakes, MN 55014

Or email completed application to: jchaika@linolakes.us



City of Lino Lakes
 Department of Administration
 600 Town Center Parkway
 Lino Lakes, MN 55014
 651-982-2400 • linolakes.us

City Board and Commission Application, 2023

Please select the board(s) or Commission(s) which you wish to serve on:

☐ Economic Development Authority Commission

☒ Planning and Zoning Board

☐ Park & Recreation Board

☐ Environmental Board

Name

Sara Jo Metros

Phone

[Redacted]

Street Address

[Redacted]

City

Lino Lakes

State

MN

Zip

55126

Email Address

[Redacted]

Number of years/months resident of Lino Lakes

3 years 4 months

Property you own in Lino Lakes, if any (other than Residence)

N/A

If you are appointed to a City Board or Commission, your Employer and phone number for the purpose of this appointment will be City Hall. If you have other work, please complete the following.

Employer

Athena Actuarial Consulting

Work Phone

[Redacted]

Position Title/Occupation

Executive Assistant

Educational Background:

Minneapolis College of Art + Design - BFA
 Century College - AA

Volunteer, Civic, Professional and Community Activities:

I am currently on a temporary hiatus from my volunteer commitments, but I am enthusiastic about resuming my contributions starting in the new year.

- Feed my starving children
- working towards pet therapy certification
- Animal Humane Society
- P&Z Board member

Professional Designations/Awards/Honors/Previous Government Service:

working towards a PHR

Please describe why you are interested in serving on a board or commission and what you hope to accomplish if appointed:

I am eager to serve on the P+Z Board to actively contribute to shaping our community's development in a sustainable + thoughtful manner. While the learning process has been challenging, I aspire to persist in gaining knowledge + expressing my viewpoint. I have a deep appreciation for well-designed, inclusive spaces + I hope to grow my expertise to facilitate responsible growth, improve infrastructure, and enhance quality of life for all residents.

What unique qualities, perspectives, and life experiences would you bring to this board/commission and the City?

As a young POC female, I offer a distinctive blend of youthfulness, cultural diversity, and a fresh perspective. I know I can connect with younger demographics, ensuring their voices are heard in the planning process.

Please indicate what (if any) evenings you are not available for meetings.

___ Mon ___ Tue ___ Wed ___ Thurs X Fri

Does the current meeting schedule of the board/commission you are interested work for you?

X Yes ___ No

Please list three references (do not include the Mayor or Councilmembers)

Name	Address	Phone	Email Address
Adrienne Lieberthal			
Paul Cicmil			
Jeanine Amberg			

How did you hear about the position? If someone recommended you to apply, may we contact them? If so, please provide their contact information.

renewing

Important Information About Your Application - Data Privacy Notice

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This information will be used to identify you as an applicant, enable us to contact you when additional information is required, send you notices, and assess your qualifications for appointment. This data is not legally required, but refusal to supply the information requested may affect the City Council's ability to accurately evaluate your application.

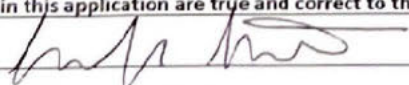
Should you be appointed to a City of Lino Lakes Board or Commission, your residential address and either a phone number or email address where you can be reached will also become public information (per Minnesota Statute 13.601, subd. 3b). The purpose is to list contact information for Board/Commission members on a public roster.

Please select which of the following you will allow listed on a public roster (you must select either email or phone number).

X Email ___ Phone Number ___ Both

By typing my name or handwriting my signature, I certify that I have read and understand the Data Privacy Notice and certify that the statements in this application are true and correct to the best of my knowledge:

Signature:



Date: 10/30/2023

Return completed application to:

City of Lino Lakes
Attn: City Clerk
600 Town Center Parkway
Lino Lakes, MN 55014

Or email completed application to: jchaika@linolakes.us



City of Lino Lakes
Department of Administration
600 Town Center Parkway
Lino Lakes, MN 55014
651-982-2400 • linolakes.us

City Board and Commission Application, 2023

Please select the board(s) or Commission(s) which you wish to serve on:

☒ Economic Development Authority Commission

☒ Planning and Zoning Board

☐ Park & Recreation Board

☐ Environmental Board

Name Suzy Guthmuller Phone [REDACTED]

Street Address [REDACTED] City Lino Lakes State MN Zip 55014

Email Address [REDACTED] Number of years/months resident of Lino Lakes 28 years

Property you own in Lino Lakes, if any (other than Residence)

If you are appointed to a City Board or Commission, your Employer and phone number for the purpose of this appointment will be City Hall. If you have other work, please complete the following.

Employer none

Work Phone Position Title/Occupation

Educational Background:
BS University of Minnesota

Volunteer, Civic, Professional and Community Activities:
20 years Centennial School Board
30+ Community Volunteer - School district / church / community
MSHSL - board member See attached
MBBA - board member / treasurer Sheet

Professional Designations/Awards/Honors/Previous Government Service:
20 yrs Centennial School Board - All state School Board 2023

Please describe why you are interested in serving on a board or commission and what you hope to accomplish if appointed:

I would like to volunteer in our city. I have had experience serving on many different boards. I would like to continue to make Lino Lakes an amazing city to live in.

What unique qualities, perspectives, and life experiences would you bring to this board/commission and the City?

I have had the opportunity to serve/volunteer on many boards. I understand the role of a board member. I am dedicated as well as a long term resident.

Please indicate what (if any) evenings you are not available for meetings.

☐ Mon ☐ Tue ☐ Wed ☐ Thurs ☒ Fri

Does the current meeting schedule of the board/commission you are interested work for you?

☒ Yes ☐ No

Please list three references (do not include the Mayor or Councilmembers)

Name	Address	Phone	Email Address
Jeff Holmberg			
Patli Raulergh			
Mike Gudmueler			

How did you hear about the position? If someone recommended you to apply, may we contact them? If so, please provide their contact information.

Website

Important Information About Your Application - Data Privacy Notice

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Should you be appointed to a City of Lino Lakes Board or Commission, your residential address and either a phone number or email address where you can be reached will also become public information (per Minnesota Statute 13.601, subd. 3b). The purpose is to list contact information for Board/Commission members on a public roster.

Please select which of the following you will allow listed on a public roster (you must select either email or phone number).

☒ Email ☐ Phone Number ☐ Both

By typing my name or handwriting my signature, I certify that I have read and understand the Data Privacy Notice and certify that the statements in this application are true and correct to the best of my knowledge:

Signature: *Suzanne Gudmueler*

Date: 11/20/23

Return completed application to:

City of Lino Lakes
Attn: City Clerk
600 Town Center Parkway
Lino Lakes, MN 55014

Or email completed application to: info@linolakes.org

[REDACTED]
Lino Lakes MN 55104
[REDACTED]

Education

University of Minnesota - Bachelor of Science Food Science and Nutrition and Marketing, 1985

Experience

Centennial School Board 2002-2022

- Chair 2018-2022 Clerk 2006-2017 Director 2002-2005
- Quality Steering Committee
- Teacher, Para, Principal, Superintendent, Kids Club, and Secretary Negotiations
- Systems Accountability Committee

Centennial Area Foundation Board (CAEF)

- Grant Committee Chair 2023

MSBA Minnesota School Board Association

- District 5 Director 2015-2021
- Treasurer 2018-2021 Executive Committee
- Legislative Delegate Assembly 2002-present
- MSDLAF+ (MN School District Liquid Asset Fund) Trustee 2017-2021
- Advocacy/Equity **Delegate** 2017-2021
- Training: Phase 1-4 training
- LEAF- Leading for the Future cohort thru Univ of St Thomas 2022

All State School Board Member 2023

MSHSL Minnesota High School League Board of Directors 2021- July 2023

- Finance Committee 2021-2023
- Interview Team 2021
- Conference Placement Committee 2023

Schools For Equity in Education-SEE

- Member 2002- 2022
- Executive Committee 2015-2022
- SEE President 2018-2020
- Legislative Committee 2003-2022

AMSD Association of Metropolitan School Districts

- Member 2021-2022

Volunteer

- Chair Rice Lake Leadership Team
- Chair District Boundary Committee
- Volunteer Coordinator Rice Lake Elementary 1997-2016
- Chair All -Night Senior Party 2006 & 2009
- Booster Clubs, Dance and Golf 2002 to 2009
- Our Saviors Lutheran Church- School Supplies/Youth Club Coordinator/Sunday School Teacher
- Powerpack



City of Lino Lakes
Department of Administration
600 Town Center Parkway
Lino Lakes, MN 55014
651-982-2400 · linolakes.us

City Board and Commission Application, 2023

Please select the board(s) or Commission(s) which you wish to serve on:

☐ Economic Development Authority Commission

☐ Park & Recreation Board

☒ Planning and Zoning Board

☐ Environmental Board

Name		Phone	
Teresa O'Connell		[REDACTED]	
Street Address	City	State	Zip
[REDACTED]	Lino lakes	mn.	55014
Email Address	Number of years/months resident of Lino Lakes		
[REDACTED]	36 years		
Property you own in Lino Lakes, if any (other than Residence)			

If you are appointed to a City Board or Commission, your Employer and phone number for the purpose of this appointment will be City Hall. If you have other work, please complete the following.

Employer	
retired/ previous employer Mrs. Gerry's	
Work Phone	Position Title/Occupation
[REDACTED]	North regional sales Mananger

Educational Background:
BA/ history major/ U of M
St. Catherines all course work done for Teaching certificate but did not do final student teaching

Volunteer, Civic, Professional and Community Activities:
Rice Creek Watershed citizen advisory committee
Friend of the Chain of Lakes Rotary
Dead Broke Saddle Club
Stream Health Evaluation Program
Part of a group who check on the trees on Peltier Island to monitor how the heron popoulation is growing by checking on their nests
St. Joseph of the woods volunteer with Holiday Bazar and luncheons
Blue Heron day meetings 2022
Blue heron days one meeting 2023

Professional Designations/Awards/Honors/Previous Government Service:
I was one of the residents on the 2020 Comp plan
I was on the environental board for at least 6 years
I have been an election judge

Please describe why you are interested in serving on a board or commission and what you hope to accomplish if appointed:

I want to be part of the cities future plans and to be someone the residents will feel comfortable approaching about their wants. I want to help make it easier for our citizens to be connected to our city. I want to make sure our citizens feel that our city is one city not a south and north city, which is difficult with the different school districts. I want to make sure the residents understand why things are happening and why what they want is not happening.

What unique qualities, perspectives, and life experiences would you bring to this board/commission and the City?

As a history major I studied numerous cultures and saw that cities have to evolve or they will not prosper. As a successful sales person I was able to listen to what the customer want and assess if I could help them by selling them something and if not lead them to another person who might help them. My sales territory was most of Minnesota and part of Wisconsin I saw development and growth in many cities and saw how they adapted their infrastructure to accommodate continued growth.

I worked with the city engineers when installing the fence I designed and installed. I worked with numerous construction people over the years and city and county inspectors while putting on additions and remodeling projects for my home.

Please indicate what (if any) evenings you are not available for meetings.

☐ Mon ☐ Tue ☐ Wed ☐ Thurs ☐ Fri

Does the current meeting schedule of the board/commission you are interested work for you?

☒ Yes ☐ No

Please list three references (do not include the Mayor or Councilmembers)

Name	Address	Phone	Email Address
Amy Thering			
Kendra Sommerfeld			
Andrew Nelson	600 Town Center Parkway Lino Lakes, Mn. 55014	651-982-2465	ANelson@linolakes.us

How did you hear about the position? If someone recommended you to apply, may we contact them? If so, please provide their contact information.

I called the city and Jolleen Chaika sent me the application.

Important Information About Your Application - Data Privacy Notice

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Please select which of the following you will allow listed on a public roster (you must select either email or phone number).

☐ Email ☐ Phone Number ☒ Both

By typing my name or handwriting my signature, I certify that I have read and understand the Data Privacy Notice and certify that the statements in this application are true and correct to the best of my knowledge:

Signature: Teresa O'Connell

Date: 12/08/2023

Return completed application to:

City of Lino Lakes
Attn: City Clerk
600 Town Center Parkway
Lino Lakes, MN 55014

Or email completed application to: jchaika@linolakes.us



City of Lino Lakes
Department of Administration
600 Town Center Parkway
Lino Lakes, MN 55014
651-982-2400 • linolakes.us

City Board and Commission Application, 2023

Please select the board(s) or Commission(s) which you wish to serve on:

☐ Economic Development Authority Commission

☐ Park & Recreation Board

☐ Planning and Zoning Board

☒ Environmental Board

Name	Phone
Cassondra Cavegn	[REDACTED]

Street Address	City	State	Zip
[REDACTED]	Lino Lakes	MN	55014

Email Address	Number of years/months resident of Lino Lakes
[REDACTED]	22

Property you own in Lino Lakes, if any (other than Residence)

N/A

If you are appointed to a City Board or Commission, your Employer and phone number for the purpose of this appointment will be City Hall. If you have other work, please complete the following.

Employer
SEH Inc.

Work Phone	Position Title/Occupation
[REDACTED]	Water Resources Engineer

Educational Background:

B.S. of Environmental and Ecological Engineering, University of Minnesota, Twin-Cities, 2023

Volunteer, Civic, Professional and Community Activities:

Water Resources Engineer

Professional Designations/Awards/Honors/Previous Government Service:

Minnesota Board of AELSLAGID Environmental Engineer in Training, City of Lino Lakes
Environmental Board Member Jan 2021-Dec 2023

Please describe why you are interested in serving on a board or commission and what you hope to accomplish if appointed:
I hope to continue in my position on the board to further provide recommendations and insight into best management practices of environmentally related issues for the city of Lino Lakes including water conservation and scientific communication with the general public.

What unique qualities, perspectives, and life experiences would you bring to this board/commission and the City?
Working as an environmental engineer has brought me experience in natural resource management and civil infrastructure development. Living and working in Lino Lakes has provided me with much exposure to the city's landscape, geography, and current infrastructure.

Please indicate what (if any) evenings you are not available for meetings.

☐ Mon ☒ Tue ☐ Wed ☐ Thurs ☒ Fri

Does the current meeting schedule of the board/commission you are interested work for you?

☒ Yes ☐ No

Please list three references (do not include the Mayor or Councilmembers)

Name	Address	Phone	Email Address
Andrew Nelson, Environmental Coordinator	Lino Lakes, MN	(651) 982-2465	ANelson3@linolakes.us
Jenae Carlson, Wastewater Engineer			
Mauli Sand, Environmental Scientist			

How did you hear about the position? If someone recommended you to apply, may we contact them? If so, please provide their contact information.

Current environmental board members encouraged me to continue my participation on board. Please feel free to contact any of the board members as a reference.

Important Information About Your Application - Data Privacy Notice

Minnesota law requires that you be informed of the purpose and intended use of the information you are providing on this application. Per Minnesota Statute 13.601, subd. 3a, your name, address, occupation, education, training, civic affiliations, qualifications, experience, and veteran status are available to anyone who requests the information.

This information will be used to identify you as an applicant, enable us to contact you when additional information is required, send you notices, and assess your qualifications for appointment. This data is not legally required, but refusal to supply the information requested may affect the City Council's ability to accurately evaluate your application.

Should you be appointed to a City of Lino Lakes Board or Commission, your residential address and either a phone number or email address where you can be reached will also become public information (per Minnesota Statute 13.601, subd. 3b). The purpose is to list contact information for Board/Commission members on a public roster.

Please select which of the following you will allow listed on a public roster (you must select either email or phone number).

☒ Email ☐ Phone Number ☐ Both

By typing my name or handwriting my signature, I certify that I have read and understand the Data Privacy Notice and certify that the statements in this application are true and correct to the best of my knowledge:

Signature: Cassondra Cavegn

Date: 1/1/2024

Return completed application to:

City of Lino Lakes
Attn: City Clerk
600 Town Center Parkway
Lino Lakes, MN 55014

Or email completed application to: jchaika@linolakes.us



A good understanding of how bestCity of Lino Lakes
Department of Administration
600 Town Center Parkway
Lino Lakes, MN 55014
651-982-2400 · linolakes.us

City Board and Commission Application, 2023

Please select the board(s) or Commission(s) which you wish to serve on:

☐ Economic Development Authority Commission

☒ Planning and Zoning Board

☐ Park & Recreation Board

☐ Environmental Board

Name
Nathan Wojtech

Phone
[REDACTED]

Street Address
[REDACTED]

City
Lino Lakes

State
MN

Zip
55014

Email Address
[REDACTED]

Number of years/months resident of Lino Lakes
13 years 2 months

Property you own in Lino Lakes, if any (other than Residence)

If you are appointed to a City Board or Commission, your Employer and phone number for the purpose of this appointment will be City Hall. If you have other work, please complete the following.

Employer
Northern Therapy and Psychological Services

Work Phone
[REDACTED]

Position Title/Occupation
Owner/Therapist

Educational Background:

MoundsView HighSchool graduated 1996

Century community College graduated A.A. 1999

Mankato State University graduated Bachelors of Science 2002

University of Wisconsin Stout graduated Masters of Marriage and Family Therapy 2006

Minnesota School of Professional Psychology graduated Doctors of Psychology 2013

Volunteer, Civic, Professional and Community Activities:
EDAC Lino Lakes over 8 years
Cub Scout Pack Leader 3 years
Anoka County Mental Health Wellness Campaign 4 years
Anoka county Children's Mental Health Advisory and Coordination Council 3 years
Lino Lakes American Legion Sons of the American Legion 4 years

Professional Designations/Awards/Honors/Previous Government Service:
LMFT Board Approved Supervisor

Please describe why you are interested in serving on a board or commission and what you hope to accomplish if appointed:

I really enjoy being a part of the process that maintains the high standards in Lino Lakes and makes our city a great place for the residents. Working on instituting the comprehensive plan these last several years has really opened my eyes to how much work and detail is necessary to maintain our city's integrity, character, and overall appeal. I would like to continue serving on the Planning and Zoning Board in order to continue to make our city well coordinated and ensure that each decision made for new and existing residents and businesses is well-thought-out, appropriate, and has the best intentions for our residents overall.

What unique qualities, perspectives, and life experiences would you bring to this board/commission and the City?

I have a very open mind and attempt to consider all perspectives of the decisions I make. I think I have a good balance of bigger city and small-town experiences that suit our cities character and changing environment quite well. I also try to take into account past data, current feelings, and future visions into the decisions I make.

Please indicate what (if any) evenings you are not available for meetings.

___ Mon ___ Tue ___ Wed ___ Thurs ___ Fri

Does the current meeting schedule of the board/commission you are interested work for you?

__X__ Yes ___ No

Please list three references (do not include the Mayor or Councilmembers)

Name Address Phone Email Address

My personal cell phone was recently hacked and obtaining this information is rather difficult for me currently, these can be available upon request.

How did you hear about the position? If someone recommended you to apply, may we contact them? If so, please provide their contact information.
Current Member.

<p>Important Information About Your Application - Data Privacy Notice</p> <p>Minnesota law requires that you be informed of the purpose and intended use of the information you are providing on this application. Per Minnesota Statute 13.601, subd. 3a, your name, address, occupation, education, training, civic affiliations, qualifications, experience, and veteran status are available to anyone who requests the information.</p> <p>This information will be used to identify you as an applicant, enable us to contact you when additional information is required, send you notices, and assess your qualifications for appointment. This data is not legally required, but refusal to supply the information requested may affect the City Council's ability to accurately evaluate your application.</p> <p>Should you be appointed to a City of Lino Lakes Board or Commission, your residential address and either a phone number or email address where you can be reached will also become public information (per Minnesota Statute 13.601, subd. 3b). The purpose is to list contact information for Board/Commission members on a public roster.</p>	
<p>Please select which of the following you will allow listed on a public roster (you must select either email or phone number). <input type="checkbox"/> Email <input type="checkbox"/> Phone Number <input checked="" type="checkbox"/> Both</p>	
<p>By typing my name or handwriting my signature, I certify that I have read and understand the Data Privacy Notice and certify that the statements in this application are true and correct to the best of my knowledge:</p>	
<p>Signature: Nathan Vojtech</p>	<p>Date: 12/30/2023</p>

Return completed application to:

City of Lino Lakes
 Attn: City Clerk
 600 Town Center Parkway
 Lino Lakes, MN 55014

Or email completed application to: jchaika@linolakes.us