

EXPANDED AGENDA



CITY COUNCIL AGENDA

• MEETING •

Monday, March 25, 2024

6:30 p.m.

(Scheduled to be broadcast on Channel 16)

***City Council: Mayor Rafferty, Councilmembers Cavegn, Lyden, Ruhland and Stoesz
City Administrator: Sarah Cotton***

COUNCIL WORK SESSION, 6:00 P.M.

Community Room (not televised)

1. Review/Discuss 2014 Fire Department Analysis

Council held discussion of possible plans to move forward with an evaluation of the fire model in place at the city. It was the consensus of the Council to move the discussion to the full Work Session in April for a more in-depth discussion.

2. Review Regular Agenda

Mayor Rafferty reviewed the regular agenda and staff provided an overview of submitted staff reports.

The Work Session concluded at 6:25 PM.

CITY COUNCIL MEETING, 6:30 P.M.

➤ **Call to Order and Roll Call**

The meeting was called to order at 6:30 PM. Councilmembers Lyden, Stoesz, Ruhland, Cavegn, and Mayor Rafferty were present.

➤ **Pledge of Allegiance**

➤ **Public Comment (*sign-in prior to start of meeting per Rules of Decorum*)**

Comments were received from eight members of the public: Faraaz Yussef; Michael Arman; Randy Rennaker; Luke Walter; Teresa O'Connell; Melissa Wagner; Sam Bennett; and Justin Carver.

Motion to Close Public Comment at 6:58 PM

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

- Setting the Agenda: Addition or deletion of agenda items

The agenda was accepted as presented.

1. CONSENT AGENDA

- A. Consider Approval of Expenditures for March 25, 2024 (Check No. 120390 through 120482) in the Amount of \$661,506.63
- B. Consider Approval of March 4, 2024 Work Session Minutes
- C. Consider Approval of March 11, 2024 Work Session Minutes
- D. Consider Approval of March 11, 2024 Council Meeting Minutes
- E. Consider Approval of the Hiring of Part-Time Staff for the Rookery Activity Center
- F. Consider Approval of Resolution 24-21, Authorizing Solicitor Permit
- G. Consider Approval of Resolution 24-19, Approve Certificate of Completion, DRF Lino Eye Building

Motion to: Approve Consent Agenda Items 1A-1G

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

2. FINANCE DEPARTMENT REPORT

No Report

3. ADMINISTRATION DEPARTMENT REPORT

No Report

4. PUBLIC SAFETY DEPARTMENT REPORT

No Report

5. PUBLIC SERVICES DEPARTMENT REPORT

No Report

6. COMMUNITY DEVELOPMENT REPORT

- A. Consider Approval of Resolution No. 24-20, Order Project, Approve Plans, Authorize AFB, 2024 Rejuvenator Project, Diane Hankee

Motion to: Approve Resolution 24-20

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

7. UNFINISHED BUSINESS

None

8. NEW BUSINESS

None

Adjournment***Community Calendar – A Look Ahead***

March 26, 2024 through April 8, 2024

- Wednesday, March 27: Environmental Board Meeting
- Monday, April 1: City Council Work Session
- Monday, April 8: City Council Work Session & Meeting



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City Administrator: Sarah Cotton

COUNCIL WORK SESSION, 6:00 P.M.

Community Room (not televised)

1. Review/Discuss 2014 Fire Department Analysis
2. Review Regular Agenda

CITY COUNCIL MEETING, 6:30 P.M.

- Call to Order and Roll Call
- Pledge of Allegiance
- Public Comment *(sign-in prior to start of meeting per Rules of Decorum)*
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8. NEW BUSINESS

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

STAFF ORIGINATOR: Sarah Cotton, City Administrator

WORK SESSION DATE: March 25, 2024

TOPIC: Review/Discuss 2014 Fire Department Analysis

BACKGROUND

At the March 11, 2024, City Council meeting, Mayor Rafferty distributed copies of the 2014 Fire Department Analysis that was performed by Springsted, Inc and was presented at the May 27, 2014 City Council meeting.

Mayor Rafferty asked for a motion to add the topic to the March 25 Work Session Agenda.
Mover: Lyden, Seconder: Ruhland.

REQUESTED COUNCIL DIRECTION

None. For review and discussion purposes only.

ATTACHMENTS

2014 Fire Department Analysis

**CITY COUNCIL
AGENDA ITEM 3A**

STAFF ORIGINATOR: Jeff Karlson

MEETING DATE: May 27, 2014

TOPIC: Fire Department Analysis

VOTE REQUIRED: 3/5

INTRODUCTION

Springsted, Inc. has completed the Fire Department Analysis and will present its findings at the May 27 meeting. The project manager, Dave Unmacht, and the fire services consultant, Pat Simpson, will be available by phone to summarize the report.

BACKGROUND

On March 10, 2014, the City Council authorized Springsted, Inc. to complete an analysis of service delivery options for a municipal fire department. Springsted identified five specific components to the scope of services:

1. Provide an overview of baseline fire service, including risk, demand, deployment, and response time.
2. Identify different options and models for organizing a fire department.
3. Evaluate adding one facility with a preliminary location on Birch Street.
4. Develop a list of essential needs required to begin a new fire department.
5. Identify pros and cons of combining the police and fire department.

In their analysis, Springsted presented six options for providing fire service to the Lino Lakes community. The fire committee is recommending that all but two options be eliminated, including the option of staying with the Centennial Fire District, which has proven to be the most difficult option given Centerville's and Circle Pines' reluctance to amend the governance structure in the Joint Powers Agreement. The two most viable options are to create a new Lino Lakes Fire Department or to incorporate fire services into the Public Safety Department.

Creating a new Lino Lakes Fire Department was the initial policy direction of the City Council based on several assumptions that were made from the outset. Many of these assumptions were confirmed in the Springsted report, which are as follows:

1. Lino Lakes is 70% of the Centennial Fire District's population and growing, while Centerville and Circle Pines are mostly built out. This disparity will keep growing and more of the service deliveries and fire safety issues will occur in Lino Lakes.
2. The new LLFD will need at least one new station on Birch Street to cover the southern area of the city.

3. Annual operating costs for a new fire department with two stations would be approximately the same as the current annual contribution to the Centennial Fire District. Capital costs will be financed through bonds with a 15-20 year repayment schedule.
4. A new fire station in the southern portion of the Lino Lakes would have been necessary in the near future even if Lino Lakes stayed with the CFD, with Lino Lakes paying 100% of the construction costs.
5. Creating a new LLFD will still necessitate entering into mutual aid agreements with other municipal jurisdictions.
6. Startup costs for a new fire department consists of capital costs for construction of the new station and purchase of fire apparatus, in addition to the costs of recruiting, training, and outfitting new personnel.

A preliminary cost assessment for a new fire department is included in Springsted's report. Their cost projections for operations, apparatus, training, and turnout gear are generally worse case scenarios and the actual costs will likely be much less, especially given that Lino Lakes will acquire 68% of the District's equipment assets and retain current CFD fire personnel.

Because of the two-year transition timeline from the date the withdrawal notice was given to the Centennial Fire District (January 28, 2014), it is critical that the Council act quickly on a decision to move this forward.

As noted earlier, the fire committee reviewed the options in the report and recommends that the Council strongly consider incorporating fire operations into the Public Safety Department. The pros and cons of a combined police and fire department model are identified in the report. Also included in the report is a conceptual organizational structure with two career deputy directors, one for police operations and one for fire operations. Both would report to the Public Safety Director.

If the Council agrees that the City should move forward to Phase II of the fire department analysis, the next step would be to authorize staff to move forward with implementation of the preferred option, which is to combine police and fire operations into a Public Safety Department. Implementation would include the following:

1. Contact architectural firms to begin the process of site location and building design for the new fire station.
2. Contract with consultants who can assist the City in developing a business model that includes capital, staffing and personnel, operational and facility needs.
3. Begin recruiting and training efforts for new fire personnel.
4. Develop a thorough and easily understandable phasing plan that addresses all aspects within the analysis and any other issues that come up during the implementation phase.
5. Create job descriptions for new personnel and conduct a compensation study.
6. Hire personnel to expedite the implementation of fire operations in the Public Safety Department.
7. Establish a fire relief pension fund that will attract new recruits and current CFD firefighters.

RECOMMENDATION

Direct staff to proceed with Phase II of the fire department analysis, which would incorporate fire services in the Public Safety Department.



City of Lino Lakes, Minnesota
Fire Department Analysis

David Unmacht and Pat Simpson
Springsted Incorporated
May 27, 2014

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I. The Fire Study

The City of Lino Lakes is exploring options to initiate a municipal fire department. To assist in this process they contracted with Springsted Incorporated to complete a high level analysis of service delivery options. The purpose of this study is to provide information to the City and to provide policy guidance for the City Council. There are five specific components to the scope of services:

1. Provide an overview of baseline fire service including risk, demand, deployment and response time.
2. Identify different options and models for organizing a fire department.
3. Evaluate adding one-facility with a preliminary location on Birch Street.
4. Develop a list of essential needs required to begin a new Fire Department.
5. Identify pros and cons of combining the police and fire department.

This study was initiated by the City for governance, policy and financial considerations. This is not a program evaluation or study of the performance of the Centennial Fire District. Testimony indicated that the Fire District was providing very good service; however, in recent months the City was involved in discussions on broader, more policy-based concerns. In order to ensure a thorough analysis, we created our draft report with sections that define each of the five individual components of this scope of services. During the course of the study, we determined that the discussion of a combined fire/police structure was more appropriately included with the other options and models for organizing a fire department. That discussion was moved accordingly, leaving four distinct sections in the report which cover the first four points listed above.

The City Council encouraged the consultants to use the expertise and experience of the city staff and they have been involved in the discussion, analysis and development of the concepts and ideas contained in the report. The City Council is also studying the fire pension plan as a complement component to the baseline fire analysis.

II. The Study Process

To date, the study process involved the following 12 steps:

1. Individual interviews with the Mayor and each City Council member
2. Interviews with the Police Chief, City Administrator and Community Development Director
3. Interviews with the Fire Chief, Fire Department command staff, and Firefighters
4. Interviews with the City Administrators in Circle Pines and Centerville and the Anoka County 911 Director
5. General interview with a metropolitan Fire Chief and official with the Minnesota Fire Chiefs Association
6. Tour and drive through the community
7. Review and evaluation of existing fire department data
8. Preparation of *Working Notes for City Staff* briefing held on April 16
9. Develop Draft Fire Study Analysis
10. Present Draft Fire Study Analysis to City officials on May 15
11. Prepare Fire Department Analysis
12. Present the Fire Department Analysis to the City Council on May 27

III. Overview of Baseline Fire Service (Risk Demand, Deployment and Response Time)

On May 11, 1955, the Village of Lino Lakes was incorporated. It covered the original Centerville Township, with the exception of the Village of Centerville and the Village of Circle Pines, and was comprised of 21,000 acres of land and 1,800 citizens. In 1972, the State Legislature passed a law changing all Minnesota villages to cities, hence Lino Lakes' current status.

Fire protection in Centerville Township began in the Village of Centerville and in the Village of Circle Pines. Before 1955, the Township received fire services from Circle Pines in the west and Centerville in the east. After incorporation of the Village of Lino Lakes, the fire services continued with the Centerville Fire Department, which covered Centerville and the eastern portion of Lino Lakes; the Circle Pines Fire Department, which covered Circle Pines; and the Lexington Fire Department, which covered the western portion of Lino Lakes. The Centennial Fire District was formed in 1985 with a joint powers agreement between the cities of Centerville, Circle Pines and Lino Lakes. The existing fire departments from Circle Pines and Centerville were combined into the fire district as a starting point.

The existing stations in Centerville and Circle Pines were used as Centennial stations, and in 1987, a Lino Lakes station was opened in an existing structure.

In 1990, the fire district began upgrading its equipment and facilities. A new Lino Lakes fire station was built in 1991, a Centerville fire station/city hall was built in 1992, and a new Circle Pines fire station was built in 1999. The district's equipment was also upgraded during this time, with major upgrades including the following:

- 1990: Two new rescue units replaced three existing units.
- 1992: Two new tankers replaced 1956, 1962 and 1969 units. The chassis for these tankers were purchased with donations.
- 1993: Two new light rescues were received. One of the light rescues was purchased with donations.
- 1994: Three new grass units replaced 1953, 1954 and 1974 units.
- 1996: A new pumper replaced a 1975 unit.
- 1997: A new light rescue unit replaced a heavier 1990 unit.
- 2000: A new pumper with ladder replaced a 1976 pumper. A new six wheel ATV replaced a 1965 tracked unit.
- 2001: A pumper replaced a 1983 pumper.

The Centennial Fire District (CFD) currently has 60 personnel in three stations, responding to about 1,000 calls for service annually. The 2014 budget is \$869,447. The capital costs for buildings are not included in the CFD budget. The CFD provides service to 29,528 residents based on 2012 population estimates from the Census Bureau. This equates to a gross cost per resident served of \$29.44, while staffing at 2.03 firefighters per thousand population.

Centennial Fire District (CFD)

The Centennial Fire District was created in 1985 as a joint powers agreement of Lino Lakes, Circle Pines, and Centerville; it superseded the old contracted services agreement between Lino Lakes which had no

fire department; and Circle Pines and Centerville which had long-established fire departments. The joint powers agreement was substantially revised in 1990, making several significant changes, including a funding formula for jurisdictions; a capital equipment fund; a steering committee to oversee governance; and selection of a career fire chief to administer the department. Under the agreement, each city is responsible for building its own facilities.

Personnel and Staffing

CFD currently has 60 members, including a career Fire Chief, two Fire Technicians, and one specialist in recruitment and retention. (The Fire Chief recently resigned and accepted a new position; the CFD is now in a period of transition at the Chief level.) A copy of the present organizational chart is included in Appendix A. The Department provides emergency response to fires, medical calls, and specialized tactical rescue incidents. Additionally the Department has a full spectrum of fire prevention and public fire safety education services.

CFD operates from three stations located strategically across the service area. Station #1 is located in Circle Pines at 2 East Road; Station #2 is located in Lino Lakes at 7741 Lake Drive; and Station #3 is located in Centerville at 1880 Main Street. All stations are 20 to 25 years old with masonry construction. Each is a 3-bay drive-through design with adequate space for operations. The stations are located in the northwestern, east, and southwestern areas of the district. Each station contains an engine, rescue, and grass unit. Additionally, Station #2 has a quint which provides aerial capabilities in addition to engine function. Stations #2 and #3 each have tankers for water in non-hydranted areas. Station #1 also has a command/service unit. This resource allocation has equipment evenly distributed among the stations.

The Department apparatus includes:

Station #1	E-11	1,250 gpm pumper
	R-11	Ford heavy duty pickup with cover
	G-11	Grass unit with 30 gallons of water
	U-12	Command/service unit
	U-14	Polaris 6x6 ATV
Station #2	A-21	65 foot quint with 1,500 gpm pump
	R-21	Ford heavy duty pickup with cover
	T-21	1,800 gallon tanker with 250 gpm pump
	G-21	4x4 grass unit with 115 gallons of water
	Car#1	Ford Explorer Chief's unit
Station #3	E-31	1250 gpm pumper
	R-31	Ford heavy duty pickup with cover
	T-31	1,800 gallon tanker with 250 gpm pumper
	G-31	4x4 grass unit with 115 gallons of water

Stations and apparatus are in good repair and well maintained. The District has an apparatus replacement schedule and sets aside capital funds for this need.

Risk, Demand, Deployment

The District is a suburban community with a population density of approximately 800 citizens per square mile. Most of the jurisdiction is residential area with pockets of commercial development. There are no large hazardous material generation facilities and manufacturing is mostly light use. The main risk to the community is the two interstates I-35E and I-35W which run along the eastern and western edges of the city and the number of lakes and wetland areas. Hazardous material moving by truck presents constant risk to the community on these two interstates and recreational uses of the lakes do present medical emergencies and incidents.

Current emergency calls for the district are about 1,000 per year including fire, rescue, and several types of other emergent calls. From department data it appears that almost 75% of calls are EMS calls which would equate to about two calls per day. Fires, alarms, good intent, hazardous situations and weather related calls add less than one (0.8) calls per day.

The only area of deployment which presents concern is the southern part of Lino Lakes, which is separated by lakes and few direct roads. This area has numerous developments which also contain cul-de-sacs and dead end streets, which severely impede emergency response. Also the area east on I-35E has access issues since some locations can only be reached by going several miles out of the way to get across the interstate.

Population Growth and Development

The District's population has experienced steady growth over the past 25 years, with most of that growth occurring in Lino Lakes. The CFD's total population was approximately 15,250 in the 1990 Census, growing to 24,900 in the 2000 Census. The population has continued to rise, reaching nearly 29,000 in the 2010 Census, and over 29,500 in 2012. Forecasts from the Metropolitan Council estimate the District's population will be more than 35,000 by 2020 and over 40,000 by 2030.

During this period, Lino Lakes saw the majority share of population growth. The city grew from 8,839 in the 1990 Census, to 16,985 in 2000, an increase of 92%. The city grew another 19% over the next decade, reaching a population of 20,263 in the 2010 Census. This rapid growth has meant that Lino Lakes' proportion of CFD's total population has increased. In 1990, Lino Lakes represented 58% of the District's population. By 2000, the proportion had risen to 68%. The city currently represents about 70% of the District's total population, and will be more than 75% according to the 2030 forecast.

Figure 1 shows the population growth in the Centennial Fire District since 1990, as well as the Metropolitan Council's forecasts through 2030.

Figure 1: Actual (solid) and Projected (starred) Population, 1990-2030

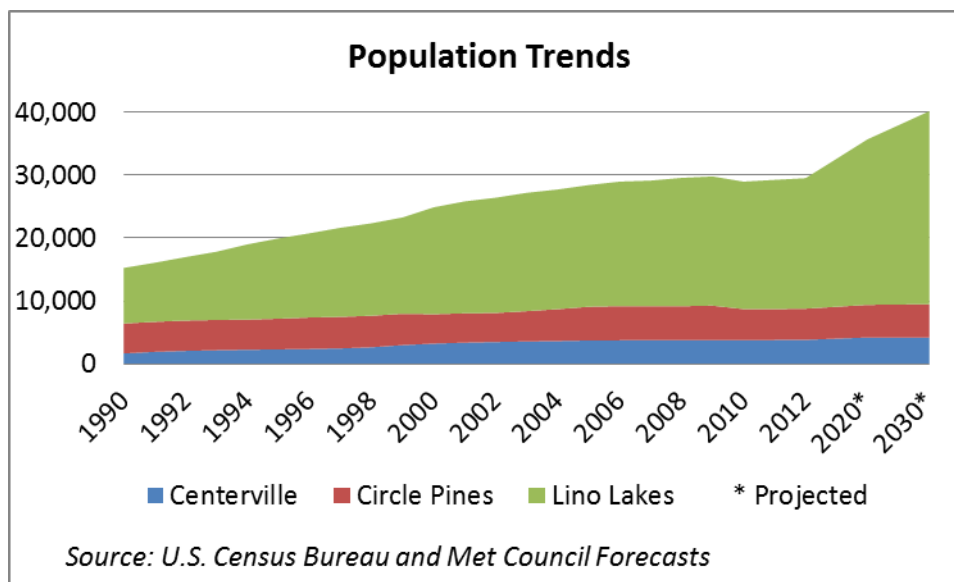
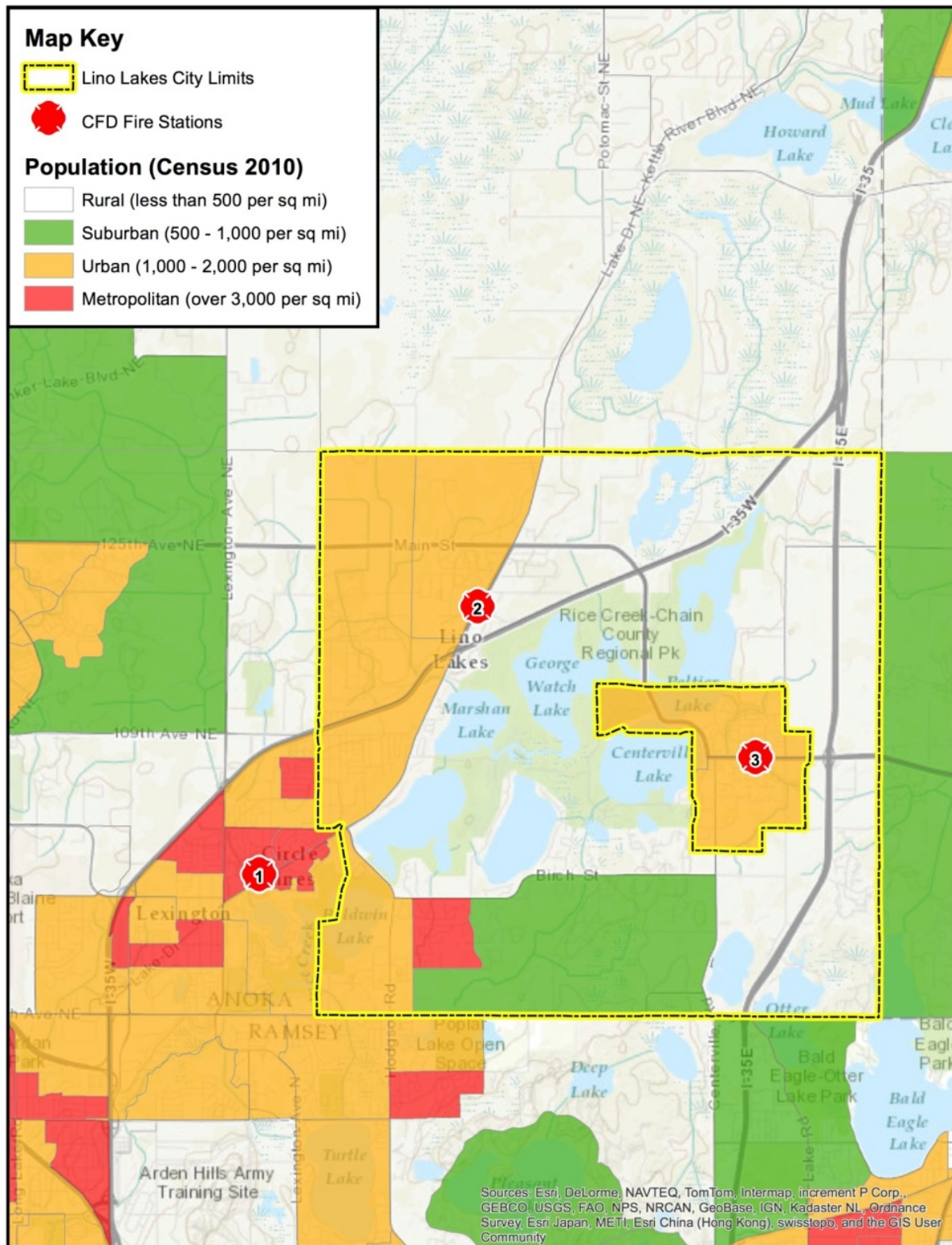


Figure 2 shows us the District's population density (compiled using 2010 United States Census data). The map shows that Lino Lakes, unlike most other cities (which usually have very homogeneous population densities), has a large spectrum of population densities ranging from rural to metropolitan.¹ The key to providing good fire service is to make sure that apparatus deployment is tailored to these differences in population density. Generally, the area west of Interstate 35 is "urban" in nature and well covered by Station 2 (Lino Lakes station). Southern Lino Lakes is disconnected from the north portion of Lino Lakes by the Rice Creek Chain of Lakes Regional Park Reserve which runs through the city. Southern Lino Lakes has a combination of suburban, urban, and metropolitan areas. The eastern side of southern Lino Lakes, right on the border with Circle Pines, has an urban population density. The neighborhood around Birchwood Acres Park is metropolitan, and areas further south and east of this area are suburban. Suburban population density in southern Lino Lakes stretches all the way east to Centerville Road. Although these "suburban" areas are, currently, not as populated as neighborhoods in northwest Lino Lakes, this is expected to change over time with continuing development. The Lino Lakes Comprehensive Plan forecasts that southern Lino Lakes will eventually be as populated as the northwest.

¹ The term "metropolitan" may be a bit misleading, because a population density of 3,000 people per square mile is not typically thought of as metropolitan, but this is how the National Fire Protection Association defines population density and makes response time recommendations accordingly.

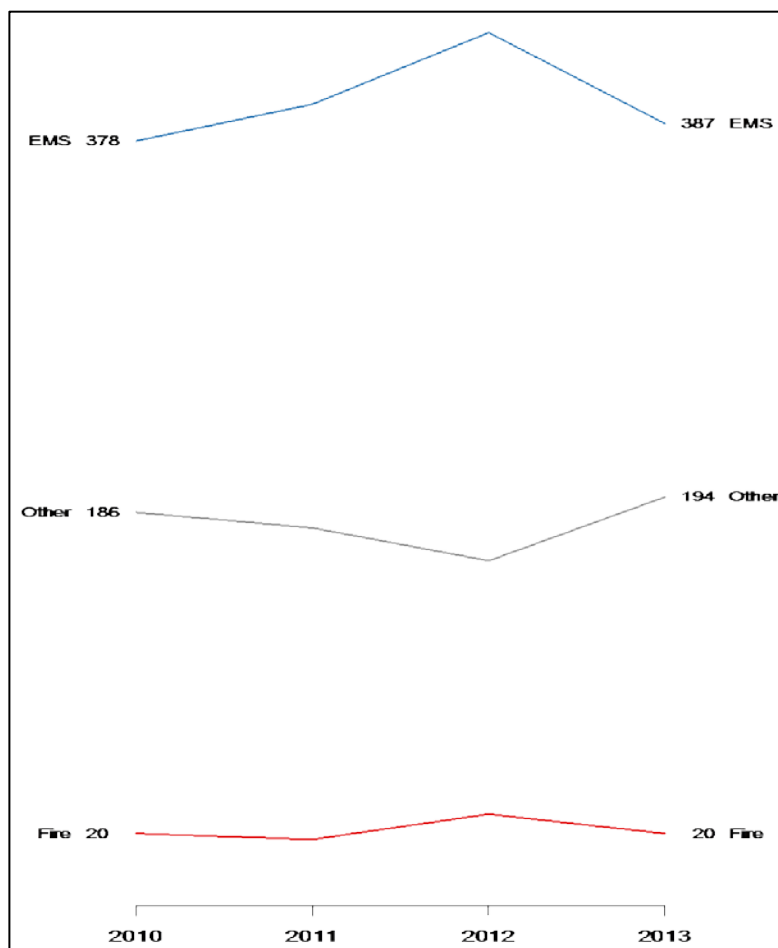
Figure 2: Population Density, Census 2010



Incident Type Trends

Figure 3 shows incident type trends over the last four years. In this analysis, we are only looking at incidents that occurred in Lino Lakes, rather than the entire Centennial Fire District. Ideally, we would have had more years of data to analyze. This would have given us a more concrete look at incident trends (more than four data points are desirable for determining trends). However, this figure does provide some level of insight with regard to emergency services demand and incident type trends. EMS incidents account for the vast majority of incidents. In 2012, for unknown reasons, there was a relatively large spike in EMS calls within Lino Lakes.² In that same year, there was an associated fall in “other” calls. It may be that some form of reporting issue or change in National Fire Incident Reporting System (NFIRS) coding scheme caused this result. Over the last four years, fire incidents held steady.

Figure 3: Incident Type Trends by Year, 2010-2013

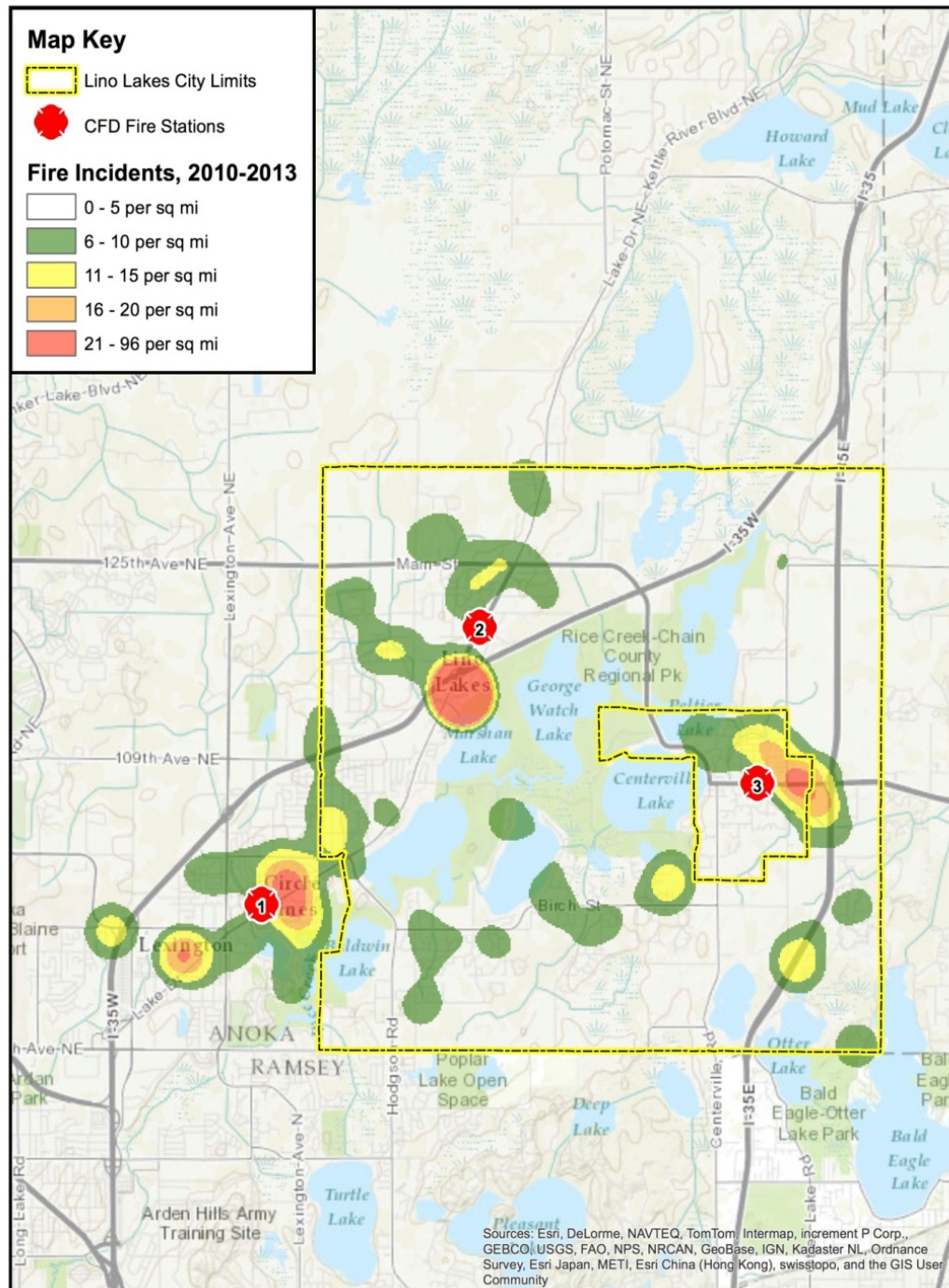


² This spike was not found when analyzing data for all of the Centennial Fire District.

Geospatial Mapping of Fire and EMS Demand

This section maps out fire and EMS incident densities using GIS software. This allows us to pinpoint high-demand areas (or hotspots). As opposed to the incident type trend analysis above, which was limited strictly to calls within Lino Lakes, this hotspot analysis includes data from all CFD incidents.

Figure 4: Fire Incident Density, 2010-2013



The fire incident density map includes all incidents classified as a fire within the NFIRS database (based on fire department reports of the incident). This includes structure fires, vehicle fires, and outside fires. Based on the fire density map, we identified hotspots located in the following areas:

- Area around Town Center Parkway (YMCA, Lino Lakes Assisted Living)
- Area around intersection of Lake Drive and Pine Drive (in Circle Pines)
- Lexington Park Area (in Circle Pines)
- Main Street between 20th Ave N and 21st Ave N (in Centerville)

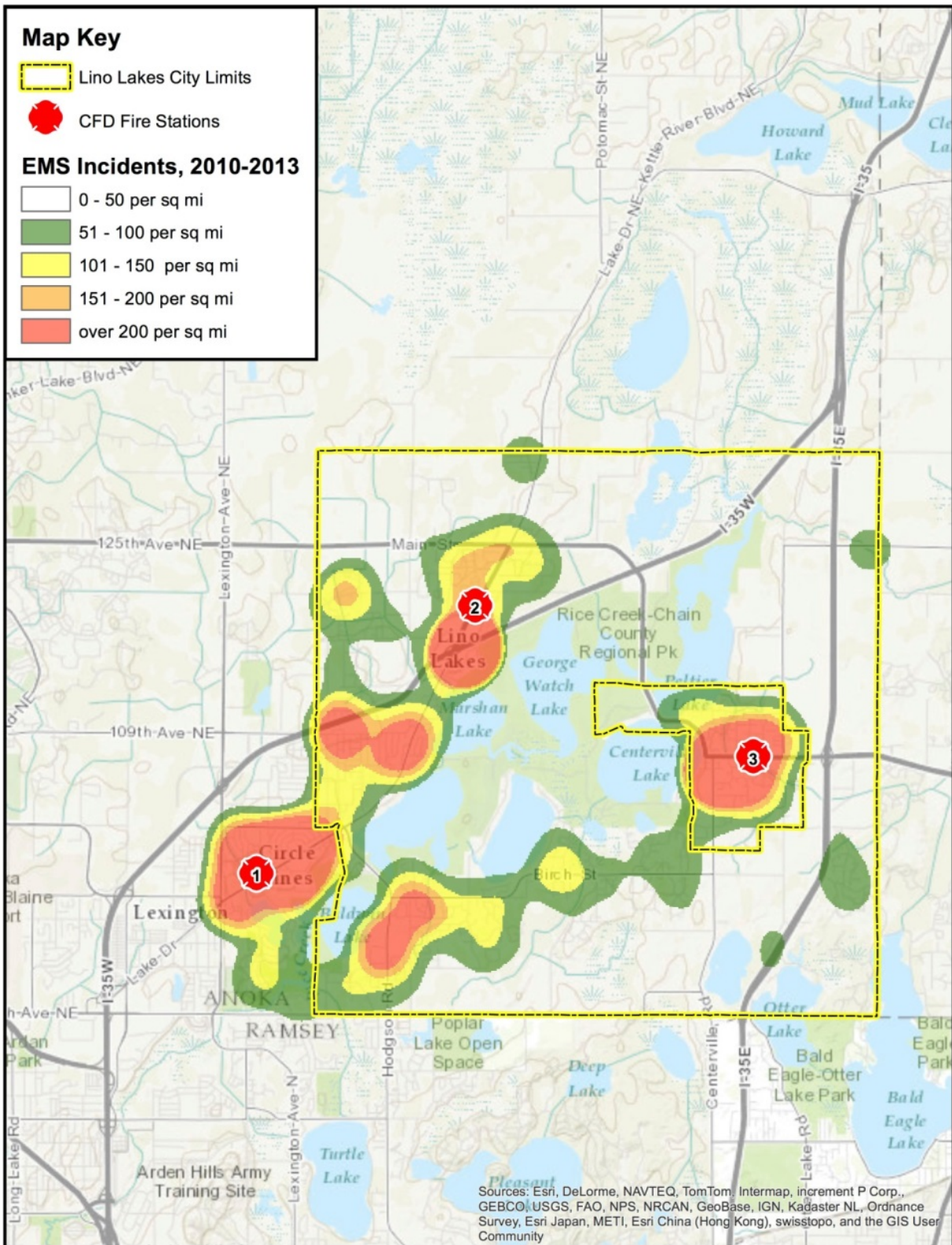
All of these hotspots are within close reach of a current fire station. In terms of fire density specifically in Lino Lakes, the area around Town Center Parkway is the only significant fire hotspot. The rest of the hotspots are found outside the of the Lino Lakes city limits, in either Circle Pines or Centerville.

EMS incident density, as shown in Figure 5 on the following page, is typically very closely related to both fire density and population density. The EMS density map shows that EMS hotspots exist in all of the locations where fire hotspots were found, but that the EMS hotspots are all slightly larger in size. It is apparent that high EMS density extends all along Interstate 35 from Station 1 (Circle Pines) all the way to Station 2 (Lino Lakes). In addition, there are some EMS hotspots in areas where there are higher population densities. The population density map shown earlier showed a significant population density in the neighborhood around Birchwood Acres Park. We expected to find and did find high EMS demand in this area. Using the EMS incident density map, we identified the following EMS hotspot areas:

- Interstate 35 from Station 1 to Station 2
- Neighborhood around Birchwood Acres Park
- Main Street between 20th Ave N and 21st Ave N (Centerville)

The only hotspot not easily reachable from a CFD fire station is the southern portion of Lino Lakes. There is a significant EMS hotspot in the area around Birchwood Acres Park and smaller hotspots along Birch Street going east.

Figure 5: EMS Incident Density, 2010-2013



Total Response Time Analysis

Although we wanted to evaluate all of the response time segments for this study (call-processing, turnout, travel, and total response time), data limitations meant that we were only able to analyze total response time. Total response (or reflex time) is the most important time segment, because it combines all of the individual time segments and is one of the primary measures by which the public evaluates the effectiveness of fire and EMS service.

The NFPA describes total response time as including three phases: “Phase One – Alarm Handling Time; Phase Two – Turnout Time and Travel Time; and Phase Three – Initiating Action/Intervention Time.” According to NFPA 1720, rural areas should have a total response time (dispatch to unit arrival) of less than 14 minutes, the suburban areas less than 10 minutes, and the urban and metropolitan areas less than 9 minutes. Because Lino Lakes has areas that fall into different population density classifications, and thus have different NFPA 1720 response time standards, it would have been ideal to analyze response times by the different planning areas. This would allow us to judge how well different parts of Lino Lakes are meeting the NFPA 1720 standard. At the moment, we do not have the necessary planning area shapefile to do this analysis, but can update this analysis if this shapefile is provided. A shapefile is a popular geospatial vector data format for geographic information system (GIS) software.

Figure 6 shows the total response time for the first-arriving unit by hour of the day, and Table 1 shows the total response time for the first-arriving unit by incident type. The total response time for EMS incidents was 10:07, which is excellent for rural responses, acceptable for urban and suburban responses, and sub-par for metropolitan responses. Fire and special-operations incidents had a slightly slower response time of 11:00, which is acceptable for rural responses, but on the slow side for areas of higher population density. Again, this analysis could be more targeted to different areas of the city if a planning area shapefile is provided.

Figure 6. Total Response Time (First-Arriving Unit) by Hour of the Day, 2010-2013

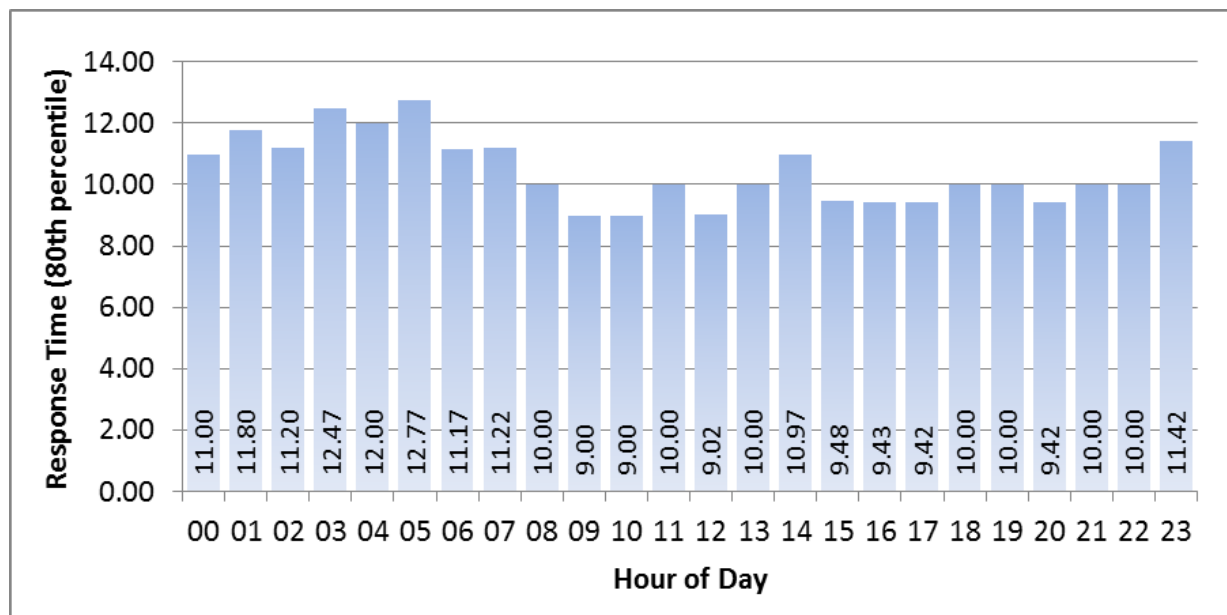


Table 1. Total Response Time (First-Arriving Unit) by Incident Type, 2010-2013

	Average	80th Percentile	90th Percentile
Emergency Medical Service	7:48	10:07	11:56
Fire & Special Operations	8:10	11:00	12:07
(all)	7:50	10:10	12:00

Station Location Analysis

In this section, we present an analysis of fire station locations using Geographic Information System (GIS) software (ArcGIS 10).

Figure 7 shows the theoretical travel time from the three current CFD fire stations. Areas in dark green can theoretically be reached in six minutes; light green areas in nine minutes; and areas in gray can be reached in 14 minutes. According to NFPA 1720, rural areas should have a total response time (dispatch to unit arrival) of less than 14 minutes, the suburban areas less than 10 minutes, and the urban and metropolitan areas less than 9 minutes. Assuming four minutes for volunteers to respond to the station and turnout, travel times should be around 10, 6, and 5-minutes for rural, suburban, and urban areas respectively.

Metropolitan Areas – The metropolitan area in southeast Lino Lakes is not adequately covered from the Circle Pines station within the necessary 5-minute travel time. Travel times are likely closer to 7 minutes for this area.

Urban Areas – Most of the urban northwest is appropriately covered with a 5-minute drive time. There is a very small area in the very northwest that may take a little longer to reach, but the standard allows 20 percent of calls to exceed the response time standard. Because most of the areas of highest demand in northwest Lino Lakes are near Station 1, Lino Lakes likely is meeting the NFPA 1720 standard for this part of the city. There is also another “urban” area in the very southwest portion of Lino Lakes. This area is adequately covered from the Circle Pines station.

Suburban Areas – Particularly problematic is the southern suburban area within Lino Lakes. Although a 6-minute travel time (assuming a 4-minute turnout time) is recommended by NFPA 1720 for this area based on population density, it is clear that this travel time cannot be achieved with the current fire station configuration. Travel times to this area are shown in gray, indicating travel times of 9 to 14 minutes can be expected.

Figure 7: Drive Time from Current CFD Station Layout

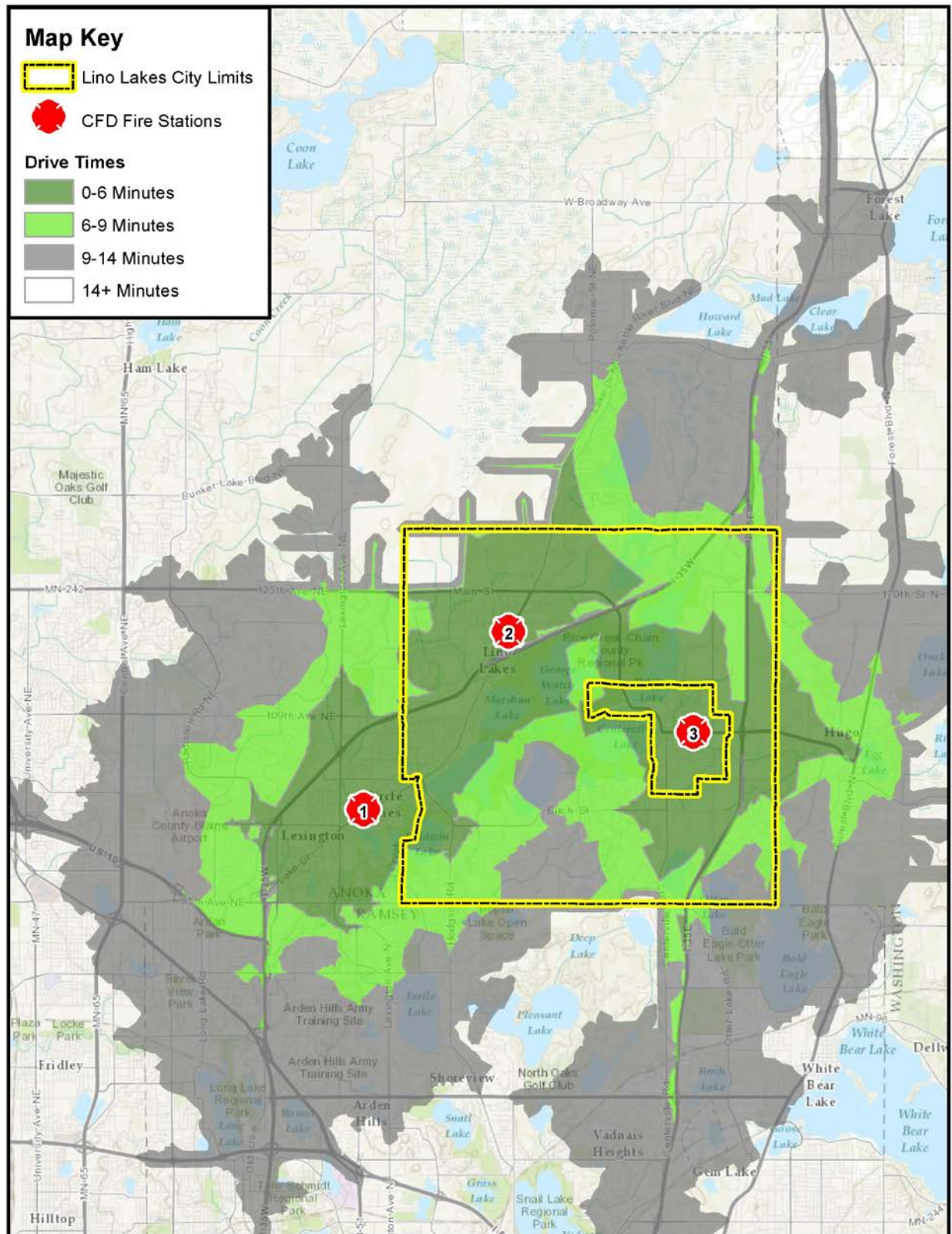
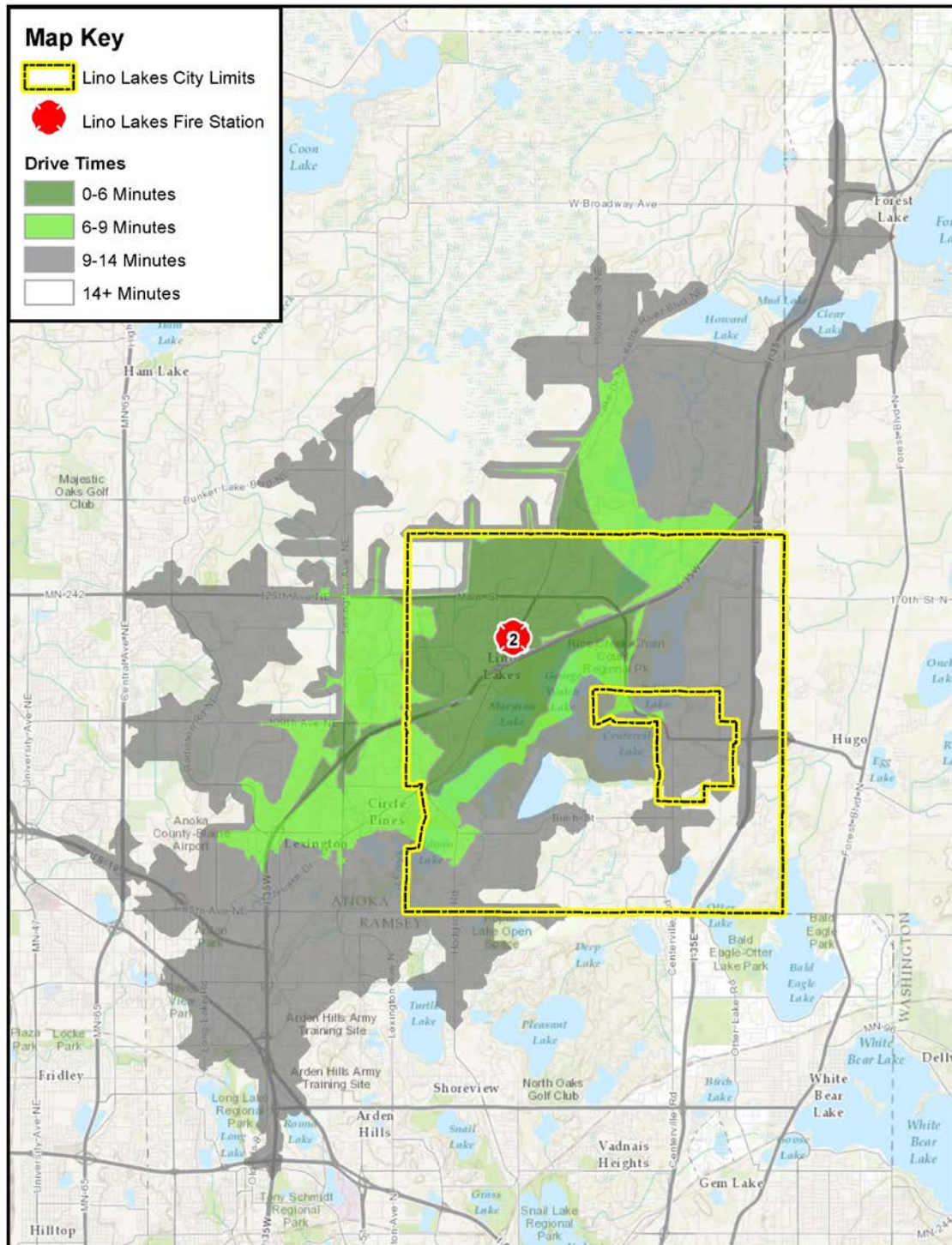


Figure 8 shows travel time from only the Lino Lakes station. This map shows that, without building a southern Lino Lakes station or continuing to receive responses from the Circle Pines station, there is almost no coverage for southern Lino Lakes. A single Lino Lakes station serving the whole city would provide significantly less coverage than the current Centennial Fire District status quo.

Figure 8: Drive Time from Lino Lakes Station Only



IV. Identify Different Options and Models for Organizing a Fire Department

In January of 2014, the City of Lino Lakes withdrew from the Centennial Fire District. The details of the withdrawal process are a work in progress and include a two-year transition timeline.

It is important to note in this analysis that regardless of the option selected by the City, fire service is becoming more and more collaborative and Lino Lakes will want to partner with other fire service agencies to provide successful fire service to the community. In our analysis, we believe there are six distinct options for providing fire service to the Lino Lakes community. They are, in no particular order:

1. Stay with current Fire Protection District
2. Create a new Lino Lakes Fire Department
3. Contract for fire service with another department(s)
4. Establish a new district with additional jurisdictions
5. New city department but contract services with Centerville and Circle Pines
6. Create a Public Safety Department combining Police and Fire functions

In practice, organizational leaders design or redesign their organizational structure to increase coordination and integration of services, to combine similar functions, and/or to alter the present span of control environment. Cost savings can be an important outcome, but should not be the sole determinant or consideration. It is also very important to note that in some instances, there may be an up-front investment of resources required to create or change a structure; this is clearly the case with starting a new fire department. Each of these considerations – and more – should be included in any deliberations on the structure of a department or an organization.

Previous experiences in reorganization efforts have identified five specific rationales for when reorganization may be a positive outcome:

- To improve integration and coordination of work in units that share functional areas.
- To rectify situations where span of control is spread too thin and not efficient.
- To provide focus on organizational and strategic issues.
- To repair existing structures which do not meet current expectations, standards or trends.
- To enhance the level of organizational consistency in policy, operations and culture.

Similarly, we identify five pitfalls to avoid in a potential reorganization:

- Reorganizing around current personalities.
- Reorganizing out of convenience, as opposed to logic and anticipated outcomes.
- Reorganizing around historical conflicts or problems.
- Reorganizing to consolidate control and power (or to take it away).
- Reorganizing believing that restructuring by itself will fix all organizational issues.

Catalysts to changing structures often come in several forms: a change in personnel (generally when a top administrator leaves or retires); a facility/space change (a new or renovated building); a change in policy from the City Council; and/or a change in client service philosophy (a city seeks to gain efficiencies through integration and improved client coordination and access to services). It is not uncommon for local governments to have several motivations at work at the same time.

Option 1 – Stay with current Fire Protection District

This option is certainly the simplest and at the same time the most difficult option for Lino Lakes. The current District governing system is a 25-year-old document designed when individual community demographics and populations were similar. Today, Lino Lakes is 70% of the district's population and growing, while Centerville and Circle Pines are mostly built out. This means the disparity will keep growing and more of the service deliveries and fire safety issues will happen in Lino Lakes.

Currently, the joint power agreement has the Steering Committee as the main administrative body of the district, providing each jurisdiction with an equal representation and thus equal vote in policy matters of the district. This process has been unchanged since 1990, while the district has grown and matured for a quarter of a century.

In discussions with officials from all three cities, it was the consensus that it is time to open up the entire Joint Powers Agreement and build something which will work for today and the next 20 years. Not only should representation and voting be reworked, but the funding formula, human resources, accounting processes, and departmental operational guidelines should be updated and reviewed regularly to keep current with District and member city goals and objectives.

The Springsted team believes that the current Centennial Fire District can be improved and could work for years to come, but today it appears that this will require the use of a very experienced dispute resolution professional to get to the root of many issues and find, if not common ground, ways to build consensus. This process will likely require several joint jurisdictional sessions as well as individual meetings between the resolution specialist and each city. Also, once revised and approved the document should be opened and discussed at least every other year to identify areas of concern and address the issues before they become problems.

An important point of consideration is that if the CFD joint powers agreement were amended and updated, it would remain a priority to build a fourth station in the southern part of Lino Lakes to provide emergency services at benchmark standards to the citizens of this area. Additional capital equipment would also be needed to provide the additional service.

Option 2 – Create a new Lino Lakes Fire Department (LLFD)

Creating a new Lino Lakes Fire Department is a policy option of the City Council. The new department would already have the fire station at 7741 Lake Drive, as well as apparatus and equipment from the distribution of CFD assets. Additionally, it is likely that some of the current volunteer firefighters who reside in Lino Lakes would join the new organization. However, the City will have start-up costs to begin its own fire department.

As is well understood and documented in this analysis, the new LLFD would need at least one new station to cover the southern area of the jurisdiction (see Section V below). Additionally, there would be fire apparatus and major firefighting equipment to be purchased (see Section VI below). Finally, subject to the dissolution process, it is very likely that additional firefighters would need to be recruited, trained, and certified to bring staffing up to levels adequate to deliver emergency services per national standards and public safety expectations.

Some of the major steps that need to be undertaken if the City pursues its own fire department include:

- Determine what equipment and assets are transferable from the CFD
- Determine need for and location of new station in the south portion of the City
- Adopt an organizational concept for the Department structure
- Develop a job description for the Fire Chief (or appropriately titled head of the fire service)
- Recruit and hire the head of the fire service
- Determine which CFD personnel will transfer to the new City Department
- Develop a recruitment and retention plan
- Develop standard operating guidelines (SOGs) and policies to operate a fire department
- Reach out to neighboring jurisdictions to explore collaborations and mutual aid

In addition to the process to design, implement and administer a new fire department, the city administration and related support departments (finance, human resources, facilities, information technology) would also need to plan for increases in their work load and responsibilities. We encourage the City Council and administrative departments to explore the ongoing maintenance and support requirements that come with a fire department. These may or may not be onerous, but they will be new, and it is important that the tangible and intangible effects of adding a new department to the city are understood. This includes the commitment the City Council would be taking on with its responsibilities for a fire service, as this would be totally new within the framework of Lino Lakes City Hall.

Option 3 – Contract for fire services with another fire department(s)

Another logical option would be to return to what was used 30 years ago, and contract with outside jurisdictions for fire services. This plan would mean Lino Lakes simply pays an annual fee to receive a specific level of emergency services from neighboring jurisdictions. The key to such contracting arrangements is to be sure the services received meet or exceed current standards. This means the contracts must specify response requirements and have a way to measure and assure that standards are being met.

Without a detailed analysis, it appears that Lino Lakes would need to use three outside jurisdictions to get the resources needed for an adequate level of response. These would include Lake Johanna for coverage of southern areas; Hugo for eastern areas; and Blaine for northern and western areas. The northernmost area of Lino Lakes may also need to be evaluated for a possible 4th responder. Use of NFPA 1720 standards would serve as a basis to assure adequate coverage. This option would give Lino Lakes adequate fire/EMS coverage, but would mean minimal local control of operations, since the City would be contracting to use other jurisdictions' resources and personnel.

Option 4 – Establish a new District with additional jurisdictions

Today, with more challenging emergency incident mitigation and the ever-growing costs of firefighting resources, more areas are developing larger fire protection districts to address these needs. The days of a single city being able to handle its entire emergency services requirements are gone. Even the state's largest municipalities like Minneapolis and St Paul have turned to tiered response with outside agencies.

A new fire protection district involving communities such as Lino Lakes, Circle Pines, Centerville, and Blaine, Lake Johanna, Hugo, and White Bear Lake may be a long term future possibility. Such a partnership would bring together enough resources to handle nearly any call, as well as resources to move

up and cover the cities while resources are committed to the call. Such systems use an automatic box alarm or pre-designated set of fire apparatus to design a predetermined response of up to seven alarms for use by dispatch personnel to get the resources on the way quickly and efficiently. Box alarm systems are becoming a best practice for collaboration with other departments.

Table 2, on the following page, shows the box alarm system used by Chanhassen Fire Department, cooperating with over a dozen neighboring jurisdictions to address their individual and shared needs. Some of the responses are automatic aid and some are mutual aid. The bottom line is that this system provides enough resources to an incident to safely resolve the incident, while reserve resources provide backup so that each participant is covered for additional calls. The Chanhassen area is much more densely populated and has many large industrial risks, so this example is larger than that needed by Lino Lakes, but the process is similar.

Table 2. Chanhassen Fire Box Alarm System

All Structure Fires - Box Alarm Assignment Grid						
Response Area		Station 1	Station 2	Station 3 (Planned)	No Hydrants	
Map		North of Lyman & East of Galpin	West of Galpin	Lyman & South	Various, mostly south of Pioneer Trail**	
Initial Alarm	All Call*	Chanhassen	Chanhassen	Chanhassen	Chanhassen	
	Utilities	Excel/Centerpoint/MN Valley Coop				
	EMS***	Ridgeview	Ridgeview	Ridgeview	N/A	
	*Confirmed Structure Fire - Request Carver County Fireground Tactical Channel & 3rd Page for Manpower					
Stand By Engine Company @ CFD #1		Eden Prairie	Eden Prairie	Eden Prairie	N/A	
1st Alarm	Engine	Excelsior	Excelsior	Chaska**	Tender 1	Victoria
	Engine	Minnetonka	Minnetonka	Shapkopee**	Tender 2	Carver
	Ladder	Eden Prairie	Eden Prairie	Eden Prairie	Tender 3	Colgne
	Patching	Request Disapctch to set up patch for MA Depts that do not have Carver County Fireground Tactical Channels				
	Air Truck	Minnetonka	Minnetonka	Minnetonka	Tender 4	Waconia
2nd Alarm	Engine	Chaska	Chaska	Excelsior	Tender 5	Prior Lake
	Engine	Victoria	Victoria	Victoria	Tender 6	Chaska
	Ladder	Minnetonka	Minnetonka	Minnetonka	Tender 7	Shapkopee
	Mutual Aid Chiefs	Hopkins/Edina	Hopkins/Edina	Hopkins/Edina	Tender 8	St Boni
	LSU Rehab	Excelsior/SW Metro Bus	Excelsior/SW Metro Bus	Excelsior/SW Metro Bus	Tender 9	Mound
3rd Alarm	Engine	Edina	Edina	Edina	N/A	
	Engine	Hopkins	Hopkins	Hopkins		
	Ladder	Chaska	Chaska	Chaska		
	Mutual Aid Chiefs	Bloomington/SLP	Bloomington/SLP	Bloomington/SLP		
	Command Van	SLP	SLP	SLP		
	Air Truck	Bloomington	Bloomington	Bloomington		
4th Alarm	Engine	Carver	Carver	Carver	N/A	
	Engine	Bloomington	Bloomington	Bloomington		
	Ladder	Shapkopee	Shapkopee	Shapkopee		
	LSU Rehab	Eden Prairie/Gold. Val.	Eden Prairie/Gold. Val.	Eden Prairie/Gold. Val.		
5th Alarm	Engine	Victoria	Victoria	Victoria	N/A	
	Engine	Wayzata	Wayzata	Colgne		
	Engine	SLP	SLP	SLP		
	Engine	Waconia	Waconia	Waconia		
	Engine	Mound	Mound	Mound		
6th Alarm	Engine	Plymouth	Plymouth	Plymouth	N/A	
	Engine	Colgne	Colgne	Wayzata		
	Engine	Richfield	Richfield	Jordan		
	Engine	St Boni	St Boni	Savage		
	Engine	Long Lake	Long Lake	Prior Lake		
*IC initiates all call via 3rd page once structure fire is confirmed.						
** For areas with no hydrants, the normal box assignments apply. Request "Pumper/Tankers from Chaska/Shakopee in lieu of engines on the 1st Alarm.						
**Tenders (Tankers) are requested as needed in order.						
Stand by coverage beyond the call should be filled with the initial alarm once confirmed.						
***EMS resource to be dedicated to reponder health & Safety.						

Option 5 – New city department and contract for services with Centerville and Circle Pines

This option is actually the reverse of the City's past fire service experience, where Lino Lakes started out using contracted services from Centerville and Circle Pines to provide fire coverage to the newly formed city. This option would mean that Lino Lakes would be the service provider, and Centerville and Circle Pines would pay an annual, contracted fee for their fire services.

This option would provide Lino Lakes with total control of the fire department and all the elements of operation and administration. LLFD would need to provide a prescribed level of service, and document these service measures on a pre-determined basis. This option is very straightforward, but would involve the support and partnership with the other two cities to proceed.

Option 6 – Create a Public Safety Department combining Police and Fire functions

This option shares similarities with Option 2, in that it involves bringing the functions of a Fire Department into the governance structure of Lino Lakes. This option differs from the earlier one in that it combines fire and law enforcement functions into an integrated Public Safety Department.

The concept of combined Public Safety Departments became popular in the 1970s. The idea at the time was to professionalize paid-on-call fire operations at a time when full-time, paid fire professionals were limited to large cities. Today, many communities in the metropolitan area have a professional chief, a limited paid support staff (fire marshal, inspector, or office support), and paid on-call fire fighters.

Several reasons exist to explore a combined police and fire department model:

- Eliminate silos between public safety departments
- Improve communication
- Enhance coordination
- Explore cross-training and possible work-load sharing
- Improve services

It is important to note that the City is evaluating a combined command structure in administration, and not a completely blended fire and police service. While each is an essential emergency service, law enforcement and fire fighting are two distinct disciplines; complete integration of the functions, where staff is trained and expected to perform both sets of duties, is a rare occurrence. Each department also provides services apart from just police protection or fire suppression – education, inspection, prevention, emergency medical assistance, and recruitment.

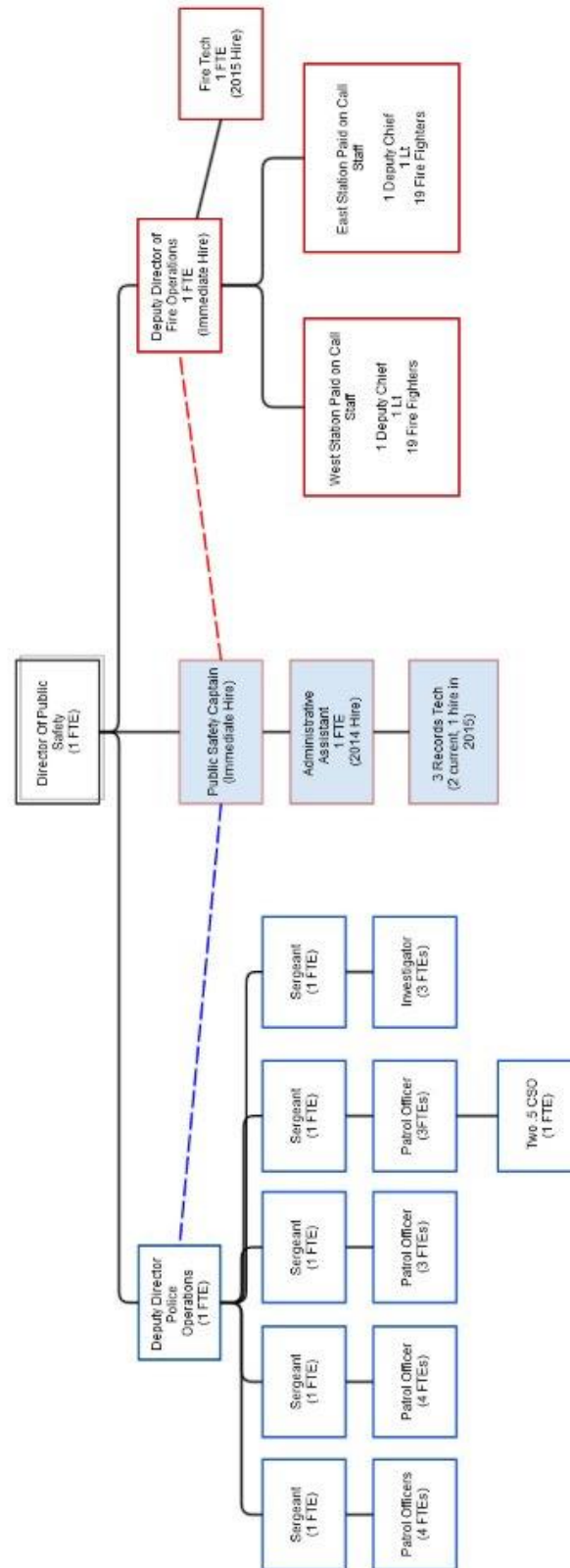
Cities that use a combined model include Woodbury, New Brighton and Mankato. Minnetonka, Richfield, Burnsville and Golden Valley all adopted a combined model, but have subsequently returned to the traditional model of separate police and fire departments. One of the main reasons cited by communities going back to the traditional model is sense of a loss of identity by one or both of the services; this may not be in the case in Lino Lakes, as the fire service would be a new organization, and would not yet have an established identity. There are integration and cultural issues that need attention as the Deputy Directors, as they are often titled, feel they are running the day-to-day operations of the police division or fire division without the top title or salary.

In practice, Public Safety Directors almost always come from the ranks of the police department. One frequently heard complaint is that fire fighters and their department's needs are not always well understood if the Director does not share a background in firefighting. New Brighton noted that the combined model works well for them in large part because their Fire Services Director was both a police officer and a volunteer fire fighter, which is an unusual case. In Woodbury, many members of the department are officer/paramedics or officer/firefighters.

Figure 9 is a conceptual organizational structure for a Lino Lakes Public Safety Department. This conceptual organization has two career deputy directors reporting to the Director of Public Safety, but the police and fire departments would remain as separate branches. Financially, the budget would be separated into fire and police divisions, except where individuals work in both divisions; these positions would be allocated by the proportion of time spent in each division. Primarily, the weekday daytime response would be with paid-on-call personnel instead of career fire personnel as it is now. The career staff of LLFD would be the Deputy Director and a Training/Fire Prevention Specialist. Each station would have 21 paid on call personnel, including a Deputy Chief, a Lieutenant, and 19 firefighters.

This option would need significant follow-up work, to establish budgets, new job descriptions, response assignments, the timing and extent of new hiring, and many other specific components critical to the operation of a public safety department. This plan gives the City Council one conceptual idea of how to combine the two departments if it should choose to do so.

Figure 9: Potential Organizational Structure of Combined Public Safety Department



V. Evaluate Adding One Facility with a Preliminary Location on Birch Street

Adding a new station in southern Lino Lakes will be essential to get response times into compliance with NFPA standards, regardless of which service delivery model the City chooses. This is a growing area of the city, and call volumes to this area will only increase as development continues. Plans should move forward as soon as practical to locate, design, build and fund this station.

Establishing a new station in southern Lino Lakes will involve site identification and possibly acquisition, architectural planning, construction, and ongoing maintenance. A double deep, three-bay satellite station can vary in size from 6,500 square feet to 7,100 square feet, depending on the size and nature of vehicles and amenities to be included at the facility, such as storage, showers, locker rooms, and office or meeting space. Costs for fire stations of this size in Minnesota average approximately \$195.00 per square foot for construction, with another 25% required for administrative costs (A/E fees, legal, bidding), or \$243.75 per square foot. Budgeting for a new facility may range from approximately \$1,500,000 to \$1,750,000. This does not include land acquisition or site readiness. Costs referenced above are from national building construction reference sources including RS Means, Engineering News Record, and local Minnesota design experts.

The design of a fire station often takes into consideration other variables such as public meeting space, city administration needs and other non-fire related facility factors. These considerations would need to be explored in the planning and design phase of the process.

Recommended Lino Lakes Birch Street Station

The Lino Lakes Comprehensive Plan calls for a continuing build out of southern Lino Lakes. This portion of the city already has sub-par emergency service coverage for its current population density. This issue will be exacerbated as population density in this area increases. The demand analysis also showed that southern Lino Lakes is considered an EMS hotspot. As a result of Lino Lakes' desire to provide better coverage for its southern areas, the city has considered building a new fire station on Birch Street.

Figure 10 shows how an additional fire station centrally located near the curve on Birch Street would impact fire coverage in those scenarios where Lino Lakes operates just those stations within its city limits. From the map, it becomes apparent that this additional fire station would close the coverage gap in southern Lino Lakes, and provide a more appropriate level of fire and EMS service to citizens in this area.

Figure 11 shows how an additional Birch Street fire station would add to the coverage provided by the current CFD stations. The additional station serves to close the coverage gap in southern Lino Lakes that was illustrated earlier in Figure 7 and Figure 8.

Regardless of whether Lino Lakes decides to continue working with its CFD partners, this new fire station will be necessary if the city is to improve the level of service to residents in the southern area of the city.

Figure 10: Drive time from Current and Proposed Lino Lakes Stations

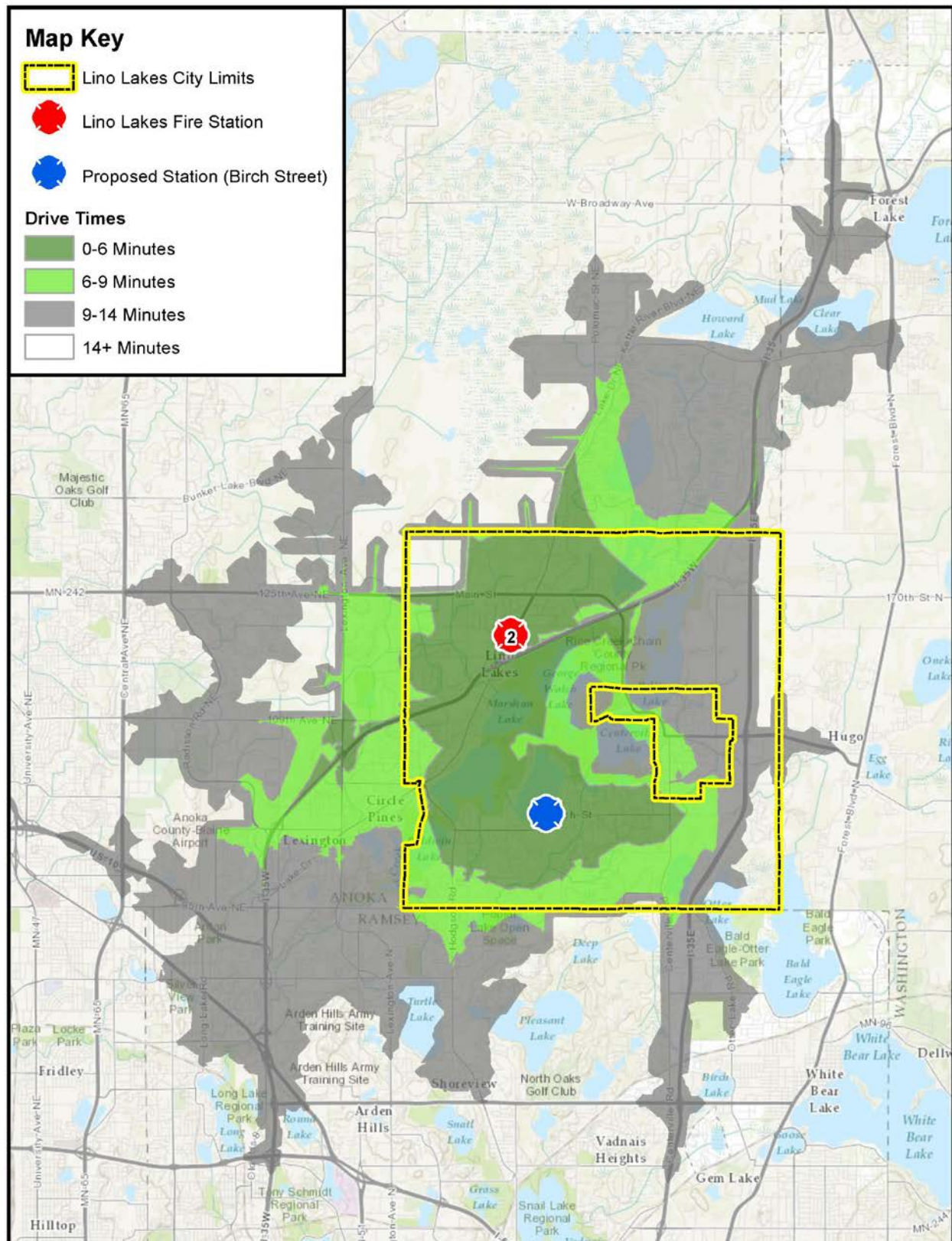
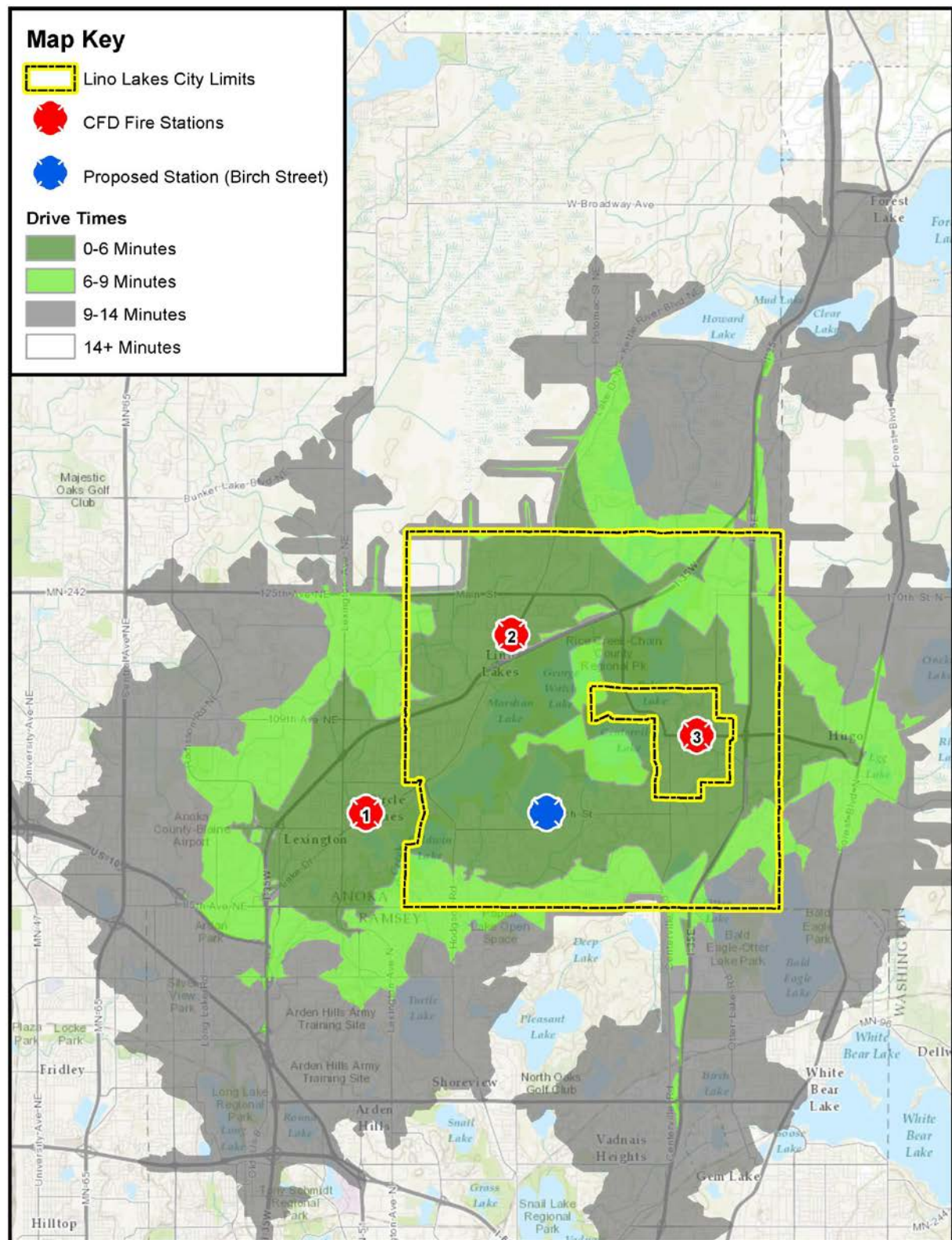


Figure 11: Drive Time from Current CFD Stations and Proposed Birch Street Station



VI. Develop a List of Essential Requirements to Begin a New Fire Department

In addition to the policy issues and start-up considerations, the two primary aspects of establishing a new Lino Lakes Fire Department would be personnel and equipment. To properly set these benchmarks in an objective and standardized manner, this report will use NFPA 1720 standards, NFPA Fire Protection Handbook 18th edition, OSHA 29CFR1910.134, and Insurance Services Office (ISO) Fire Protection Ratings.

National Standards for Fire Suppression

The most widely recognized standard used in response time analysis for volunteer fire departments is outlined in NFPA 1720 – Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations and Special Operations to the Public by Volunteer Fire Departments. NFPA 1720 was updated in 2004, and addresses benchmarks to be used by volunteer organizations in the delivery of their services, including specific recommendations regarding staffing and response times.

Table 3 provides an overview of these recommendations and metrics.

Table 3: NFPA 1720 - Staffing and Response Time Standards (Benchmarks)

Demand Zone	Demographics	Staffing/ Response Times	Percentage of Calls
Special Risks	Authority Having Jurisdiction	AHJ	90%
Urban	>1000 people/mi	15 within 9 min.	90%
Suburban	500-1000 people/mi	10 within 10 min.	80%
Rural	<500 people/mi	6 within 14 min.	80%
Remote*	Travel distance \geq 8 mi.	4	90%

Upon assembling the necessary resources at the emergency scene, the fire department should have the capability to safely commence an initial attack within 2 minutes 90 percent of the time. Source: NFPA 1720, 2004 Edition.

The City of Lino Lakes, with 33.21 square miles of area and a population of 20,746, has a jurisdictional population density of 625 people per square mile. This population density puts Lino Lakes in the “suburban” demand zone classification, which recommends an initial response of 10 personnel responding to fire calls within 10 minutes, 80% of the time. There are also parts of the response area which have urban, rural, and remote population densities. The response analysis is included in the risk, demand, and deployment section of this report. Additionally, the *National Fire Protection Handbook*, 18th edition makes staffing and initial response complement recommendations based on the number of firefighters and apparatus arriving on the scene of a fire, depending upon the risk of occupancy (low, medium, and high-hazard occupancy). The NFPA staffing recommendations by the type of hazard areas are as follows:

High-Hazard Occupancies (schools, hospitals, nursing homes, explosive plants, refineries, high-rise buildings, and other high-risk or large fire potential occupancies): *at least 4 pumpers, 2 ladder trucks (or combination apparatus with equivalent capabilities), 2 chief officers, and other specialized apparatus as may be needed to cope with the combustible involved; not fewer than 23 firefighters and 2 chief officers.*

Medium-Hazard Occupancies (apartments, offices, mercantile and industrial occupancies not normally requiring extensive rescue or firefighting forces): *at least 3 pumpers, 1 ladder truck (or combination apparatus with equivalent capabilities), 1 chief officer, and other specialized apparatus as may be needed or available; not fewer than 16 firefighters and 1 chief officer.*

Low-Hazard Occupancies (one-, two-, or three-family dwellings and scattered small businesses and industrial occupancies): *at least 2 pumpers, 1 ladder truck (or combination apparatus with equivalent capabilities), 1 chief officer, and other specialized apparatus are recommended to be available; not fewer than 12 firefighters and 1 chief officer.*

The Department should have the personnel and equipment resources to meet NFPA 1720 response capabilities for low and medium hazard occupancies. High-hazard occupancies would require additional outside equipment resources and likely personnel on the initial assignment. The Department's use of box alarm assignments would address this high hazard need.

The recommendations and guidelines outlined in the NFPA Handbook merit consideration, but are not necessarily the final word, as the NFPA guidelines do not address how fire departments will also be able to comply with the OSHA-mandated "two-in/two-out" rule (discussed below). Also, the NFPA guidelines do not address OSHA's requirement that a rapid intervention team (RIT) be on-scene at a working fire.

OSHA Regulations

Additional mandated requirements for staffing are related to OSHA's regulations for firefighter safety. To protect the safety of firefighters, the United States Department of Labor and OSHA have enacted 29CFR1910.134, known as the two-in/two-out rule that requires four personnel on scene at all structure fires before initial interior attack begins.

Firefighting is a dangerous and physical labor-intensive profession. Although technologically the tools and equipment used by firefighters have changed dramatically over the years, the basic goals have remained almost unchanged: to preserve life and protect property by successfully extinguishing fires—and not get hurt in the process. To accomplish this, firefighters must be able to quickly and efficiently gain access to a fire and apply an extinguishing agent (typically water, but foam and other agents are gaining in popularity). This requires emergency responders to operate in dangerous environments where they are at high risk for serious injury or death.

To protect the health, safety, and welfare of firefighters, the federal government enacted regulations to ensure that firefighters operate safely in and around structure fires. Enacted by the Department of Labor and the Occupational Safety and Health Administration (OSHA), 29 CFR 1910.134, also known as "Two-in/Two-out," mandates that there must be a minimum of four personnel on the scene of a structural fire before personnel can initiate interior operations. Two firefighters must remain on the exterior of the structure, properly equipped with full turnout gear and self-contained breathing apparatus (SCBA) to act as a Rapid Intervention Team (RIT) in the event the firefighters operating inside the structure become incapacitated or trapped. Although OSHA allows one RIT member to have an additional role such as incident commander or safety officer, as long as rescue activities can be performed without jeopardizing the safety of other firefighters, a pump operator cannot make up part of the RIT unless the apparatus utilizes a positive water source, which allows the pump to be unstaffed for a period.

Insurance Services Office (ISO)

Insurance Services Office (ISO) community fire protection ratings have been a benchmark for jurisdictions for decades. The system measures the effectiveness and efficiency of three key parts of community fire protection; fire department, water distribution, and alarm notification system. However there are two key limitations of this benchmark. First is that the evaluation is only used by some insurance companies, with most large insurers doing their own risk assessment by individual occupancy. Second is the fact that residential insurance rates for participating insurers are banded for class #2 through class #8 communities. This means that the premium for insurance to homeowners is the same for these communities. The only occupancy type which has separate rates for each class number (#) is commercial occupancies where the needed fire flow is below 3,500 gallons per minute (gpm) for suppression. The bottom line is that ISO ratings are a good benchmark for suppression activities of a community but do not evaluate the key areas of prevention, code enforcement, and planning and zoning which are the proactive functions of community fire defense planning.

When determining how to staff, equip and support a fire department the City does have options. At the same time, it is important for the City Council to fully understand what the standards and benchmarks are for this business. It is fair to anticipate and expect that the residents and businesses who are receiving the CFD's services today will want, at minimal, the same level of service from the City.

Lino Lakes Fire Department Equipment Needs

Pursuant to NFPA #1720 and Fire Protection Handbook, apparatus needs for the new Department (including Station #2 and the proposed Birch Street station) would include:

- 2 engines – 1,500 gpm with 500 gallon water
- 1 Aerial ladder – 100 foot
- 2 tankers – 2,000 gallon with onboard pump
- 2 light rescue vehicles
- 2 grass/brush attack units
- 1 boat with rescue capability
- 1 ATV with rescue capability

Some of this apparatus could come from liquidation of current CFD resources, but there will also be some which must be purchased. The cost for this apparatus purchasing could range from \$1.5 million to over \$3 million. Additionally, there will be personal protective equipment to buy; turnout gear currently costs about \$2,500 per set, Self-Contained Breathing Apparatus (SCBA) are at least \$3,000 per unit, and uniforms, pagers, etc. will have to be provided to all personnel. The total cost for this personal equipment could range from \$4,000 to \$6,000 per firefighter; again, some of this will come from the distribution of the CFD assets and equipment.

Preliminary Cost Assessment

Startup costs for a new fire department in Lino Lakes would consist of the capital costs for construction of the new station and purchase of apparatus, in addition to the costs of recruiting, training, and outfitting new personnel. Assuming that the city builds a 7,100 square foot facility at an average cost of \$195 per square foot and soft costs of 25%, the total construction cost would be approximately \$1.73 million.

Land acquisition would be an estimated \$120,000 for a four-acre area. For illustrative purposes, if this construction were financed over 20 years at 3.5%, debt service costs would be \$130,212 per year.

Once the structure is complete, the department will require apparatus to fill it. While some of this will likely come from CFD's existing inventory, the department will still need to make some investment in new apparatus. At the current time, the allocation of CFD assets has not yet been finalized; therefore, our projections must err on the side of assuming that the department will need to purchase most of the apparatus required for providing service. As noted previously, initial estimates for apparatus needs range from \$1.5 million to over \$3.0 million; assuming that the investment for apparatus amounted to \$2.5 million, financed over 15 years at 3.25%, the debt service for new apparatus would be \$213,221 annually.

Additionally, the department will need to recruit and train volunteers for the new force. To maintain its current level of service, we estimate that the new department will require 42 personnel. The proposed structure would include a Career Fire Chief and Career Fire Marshal/Training Officer, and 40 paid-on-call personnel to include a Captain, a Lieutenant, and 18 firefighters at each station. The exact titles are subject to further discussion; this model was shown in the organization chart under Option 6 above.

The cost of training a new recruit to become a certified firefighter would include not only the cost of classes, but also the cost of firefighter time in this mandatory training. This cost would be in the range of \$3,000 to \$5,000 per recruit. If we use the low end estimated cost of \$3,000, then 40 new recruits would result in \$120,000 in training costs. The new force will also require turnout gear, as noted in the previous section. At \$6,000 per set, the purchase of 40 sets of gear would represent an estimated cost of \$240,000. These costs represent something of a worst-case scenario, in that they assume that no personnel or equipment would be coming from current CFD resources. We do not know what the transition will result in, so we are taking a conservative approach in our cost estimating.

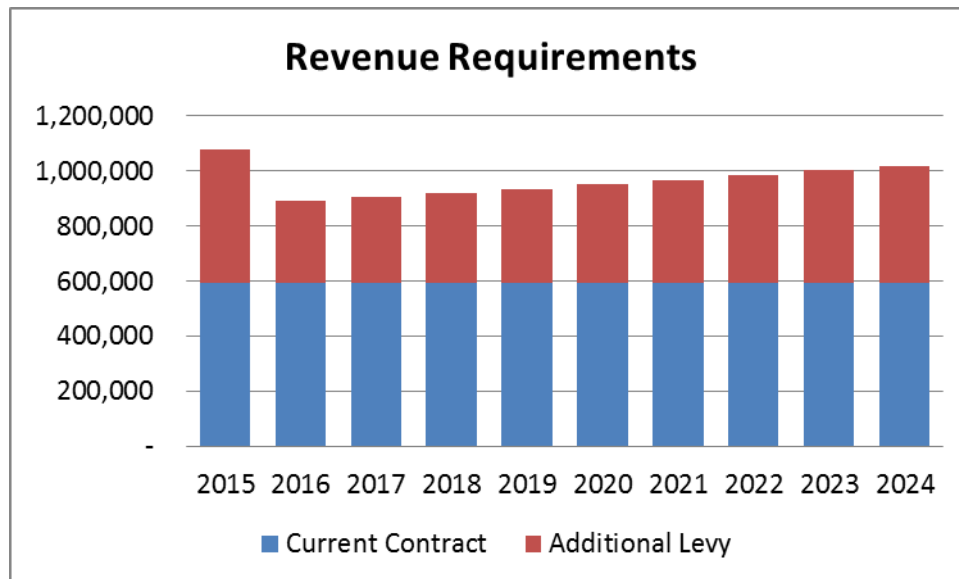
In addition to the startup costs related to the new station and the new force, there would be the regular operational expenses associated with running two stations. Based on CFD's 2014 budget, and working from the assumption that the new station would see operating expenses roughly equivalent to those of the current station, we estimate that annual operating costs would be approximately \$590,000 annually. A snapshot of projected revenues and expenses is shown in Table 4. If the City chooses to move forward with one or more of the options, we recommend that city officials refine the assumptions in Table 4 more thoroughly, and revisit them regularly as the project proceeds.

Table 4: Potential costs and revenue requirements of new fire department

REVENUES	2015	2016	2017	2018	2019
Current Contract	592,963	592,963	592,963	592,963	592,963
Additional Levy	698,808	353,517	368,593	384,046	399,885
State Grants/Reimbursements	10,000	10,250	10,506	10,769	11,038
Charges for services	27,100	27,778	28,472	29,184	29,913
Miscellaneous	275	282	289	296	304
TOTAL REVENUES	1,329,146	984,789	1,000,823	1,017,258	1,034,103
OPERATING EXPENSES					
Personnel					
Salaries	310,869	318,640	326,606	334,771	343,141
Payroll Taxes	32,900	33,723	34,566	35,430	36,315
Payroll Benefits (Insurance)	25,900	26,548	27,211	27,891	28,589
Work Comp	23,100	23,678	24,269	24,876	25,498
Fire Relief Pension	17,850	18,296	18,754	19,222	19,703
Supplies	47,495	48,682	49,899	51,147	52,426
Contracted Services	77,659	79,601	81,591	83,630	85,721
Maintenance	54,740	56,109	57,511	58,949	60,423
TOTAL OPERATING EXPENSES	590,513	605,276	620,408	635,918	651,816
TOTAL OPERATING INCOME	738,633	379,513	380,415	381,340	382,288
STARTUP COSTS					
Training for new recruits	120,000	-	-	-	-
Personal protective equipment	240,000	-	-	-	-
TOTAL STARTUP COSTS	360,000	-	-	-	-
CAPITAL COSTS					
Debt service - new station	130,212	130,212	130,212	130,212	130,212
Debt service - new apparatus	213,221	213,221	213,221	213,221	213,221
Personal equipment replacement	25,200	25,830	26,476	27,138	27,816
Other fire equipment replacement	10,000	10,250	10,506	10,769	11,038
TOTAL CAPITAL	378,633	379,513	380,415	381,340	382,288
REVENUE OVER/(UNDER) EXPENSE	-	-	-	-	-

The costs related to construction and operations at the new station will require revenues in excess of the city's current annual contribution to CFD, which is budgeted at \$592,963. We estimate that capital and startup costs will require an additional \$699,000 in revenue for the department. In subsequent years, this amount would drop to \$353,500, rising gradually with inflation. Figure 12 shows a projection of the contributions required by the city over the next ten years.

To emphasize, the costs involved in constructing and equipping a new fire station will be necessary regardless of which option the City chooses for providing fire service to the community, if the southern area of Lino Lakes is to receive a suitable level of service. Our cost projections for operations, apparatus, training, and turnout gear are likely to be high as we have no clear basis on which to make assumptions about the exact number and amount of personnel and equipment from the CFD that will be available to the new department. As more detailed cost estimates become available and as you develop the budget details we advise and recommend that you refine the preliminary cost projections on an ongoing basis.

Figure 12: Projected Revenue Requirements of New Department

Volunteer Recruitment and Retention

Without doubt one of the most significant challenges the City will face is in the recruitment and retention of volunteer fire fighters. Just within the past few weeks several newspaper stories have appeared in the Twin Cities papers outlining the challenges city governments and fire departments are having in recruiting paid on call personnel. Fire Chiefs across the state recognize the challenges of hiring and retaining new recruits, as the Inver Grove Heights Fire Chief stated, “It’s a huge commitment to be a paid on call firefighter.” Since 1985, the number of volunteer firefighters in the United States has declined by 25%, while the number of emergency calls increase each year. To address this national trend, jurisdictions must have a well-planned and high-functioning recruitment and retention program.

Recruitment – Recruiting citizens to become volunteer fire/rescue responders can be a daunting task if not approached in a systematic manner. This systematic approach begins with identifying the most likely demographic groups where potential volunteers may be included. This will be an important discussion for the City and we encourage you to begin that conversation immediately. Across the country there are three emerging groups of volunteer firefighters: mothers that stay at home; college students; and empty nesters. These three groups of potential candidates are generally found in most suburban communities and Lino Lakes should explore the possibility of recruiting from these three sources. Motivating citizens to join a Fire Department is one of the largest challenges facing volunteer fire service throughout the country. It is important to find out how many of the current CFD volunteers will move to the new Lino Lakes Fire Department and then all city leaders should begin a strong and centralized recruitment effort. The future viability of a volunteer force is at stake, and should be the focus of future recruitment efforts. This will mean looking for future members in citizen groups either under-represented or not represented in the current department roster.

As an example of one method worth considering, a very successful volunteer recruitment program in Virginia is recruiting over 300 new members annually. Their program begins using a page on the jurisdiction’s website, a Facebook account, and a toll-free phone number. (Social media is certainly one

tool that should be used in your recruitment efforts.) All interested persons are immediately contacted by a volunteer recruiter from the fire/rescue department (within 24 hours). An appointment is set up and each candidate gets a briefing on the potential job, a scheduled ride along is arranged and an application is filled out. The key is to keep candidate interest high, and identify how best to use the talents of new members so they stay motivated and involved. LLFD can certainly use this coordinated system to increase volunteer opportunities.

Retention – While people join volunteer fire/rescue departments for many reasons, retention issues boil down to two distinct reasons: problems that arise in one’s life and factors relating to the individual fire department or the fire service itself. To retain new and current members, volunteer departments must display four essential characteristics that address these two root problems with volunteer retention:

- The program must meet the individual’s needs
- The program must provide its membership with reward and recognition
- The program must provide adequate supervision and leadership
- The program must challenge its members

Any recruitment or retention programs to be considered must take into account the four aforementioned characteristics that must be present in a quality fire/rescue program. The Apple Valley Fire Chief noted that his department hasn’t had to hire a new firefighter for nearly five years; he attributes that success to “paying close attention to morale and clearly laying out expectations” before he hires someone. The City of Lakeville also gets spouses involved, as they recognize the impacts that being a volunteer fire fighter bring to their family.

There are numerous professional organizations that have developed model programs that can be used in recruitment and retention efforts. There is no reason to “reinvent the wheel” where proven programs exist to assist volunteer fire/rescue organizations with these matters. The National Volunteer Fire Council at www.nvfc.org has a number of quality programs and provides assistance that can help this program get started. Assistance can also be obtained through the Federal Emergency Management Association (FEMA) and the U.S. Fire Administration (USFA) at www.usfa.fema.gov. Both of these organizations have published numerous free reports on Recruitment and Retention among the Volunteer Fire Service

Volunteer Incentives and Recognition – Incentive and recognition programs are very important for fire and rescue volunteers. Given the enormous time demands, training demands, and personal risks, it is easy for volunteers to burn out and quit after only a few years of service. Incentives and recognition programs are essential components to maintaining a strong cadre of experienced volunteers and to prevent a revolving door situation. For the equivalent loaded salary cost of one career firefighter, a great deal of recognition, incentive, and recruiting programs for volunteers can be implemented.

Many local governments across the nation have strengthened their incentive programs for volunteer firefighters. The cost of incentives is small and economically justifiable if they help recruit and retain volunteers and forestall hiring more career employees. As we all know, volunteers in the fire and rescue service today are the first line defenders for any type of emergency or disaster.

Station Live-in Programs – One of the strongest incentive programs for volunteers, particularly younger volunteers, is the station live-in program. Individual volunteer departments can establish minimum

standards for members to live at the station. For example, the City of Eagan offers six dorm rooms at the fire station where fire fighters live for free in exchange for their service. Forest Lake is exploring re-organizations in city hall, developing dual role positions including firefighter/building inspector and firefighter/custodian. Usually, volunteers must sign up for two to four duty nights per week to qualify. Live-in programs are an excellent incentive as well as a recruitment and retention tool. They not only promote participation, but they guarantee that volunteers will be at the station and ready to answer emergency calls without having to respond from home to the station. The major drawback to the live-in programs is that they are only an incentive for single volunteers since there is generally no housing available for married volunteers. Also, the sleeping areas are not very suitable for permanent residency (e.g., in most cases they are open bunkrooms instead of individual dorm rooms).

Recognition – Volunteers generally want to be appreciated and receive some form of recognition for their service to the community. Some are willing to work quietly for years and obtain satisfaction just from doing the job, helping people in need, and the camaraderie in the department. However, information obtained from surveys taken by former volunteers (as well as self-perception of the volunteers) from across the country indicates that a little recognition goes a long way. Although most volunteers never mention the desire for recognition, it is almost always well received when given and usually problematic when withheld.

Cable Television and Utility Bills – Volunteers could be given free cable television, and/or exempted from some local utility bills.

Tuition Assistance – Volunteers could be offered tuition assistance after a certain period of service, similar to tuition assistance offered to municipal employees in some jurisdictions. Some national EMS organizations make scholarships available to enhance local efforts.

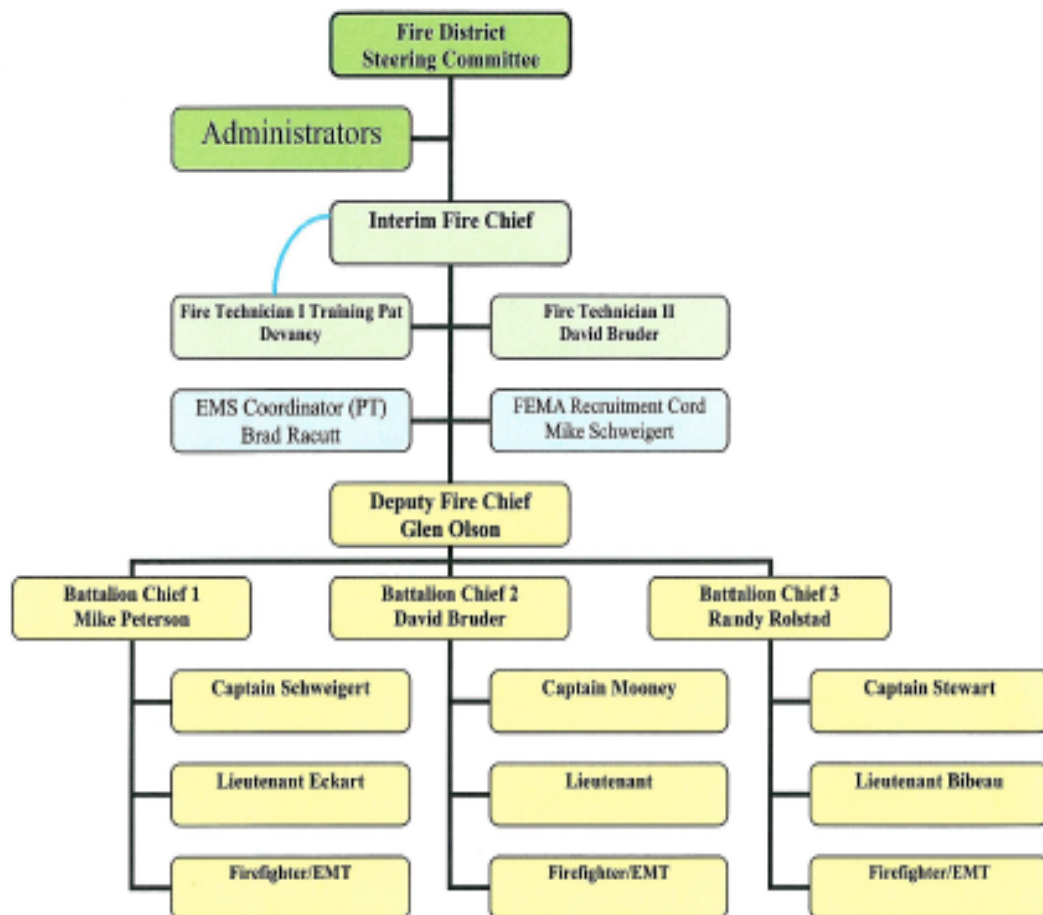
Pension Plans – Many jurisdictions around the country have set up retirement plans for volunteer firefighters. Most of these plans are based on years of service and set up through the state legislature. This is a standard program for rewarding volunteer firefighters who put in years of service to their community.

Requirements of a Recruitment and Retention Program – No matter which program is selected, it is imperative that this recruitment, retention and educational effort be a well thought out, on-going, combined effort with the support and backing of all involved parties. This is not a localized or short-term concern but a long-term local and national issue that can't be solved in a vacuum or without great deal of work. It will take the total commitment, effort and dedication of a wide range of professional, and city leaders to make this program a reality. Outside of the box thinking and creative program development is vital to maintaining a healthy volunteer fire/rescue program for the City.

The result of such a program failing is the need to provide this service through a paid crew (duty crew) or a subscription delivery system. Because volunteers are hard to find, more and more cities are exploring the hiring of duty crews. These alternatives are more costly for taxpayers than the time and efforts that will be involved in helping maintain a quality well-staffed volunteer fire/rescue system that is currently in place.

APPENDIX A

Current CFD Organizational Structure





Expenditures

March 25, 2024

Check #120390 to #120482

\$661,506.63

Accounts Payable

Check Detail

User: jessica.eller
 Printed: 03/19/2024 - 4:03PM



Check Number	Check Date				Amount
2 - 1st Choice Document Destruction Line Item Account					
120392	03/25/2024				
Inv	24-2722				
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>			
03/16/2024	Shred Day Event 2,320 Pounds Recycled	101-462-4410-000	840.00		
Inv 24-2722 Total					840.00
					<hr/>
120392 Total:					840.00
					<hr/>
2 - 1st Choice Document Destruction Total:					840.00
989 - ACE Supply Company, Inc. Line Item Account					
120393	03/25/2024				
Inv	233218				
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>			
03/06/2024	Radiant Heater	101-432-4211-500	1,353.54		
Inv 233218 Total					1,353.54
					<hr/>
120393 Total:					1,353.54
					<hr/>
989 - ACE Supply Company, Inc. Total:					1,353.54
13 - AFLAC Line Item Account 101-000-2040-000					
120394	03/25/2024				
Inv	340659				
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>			
03/12/2024	March Insurance Premiums	101-000-2040-000	361.30		
Inv 340659 Total					361.30
					<hr/>
120394 Total:					361.30
					<hr/>
13 - AFLAC Total:					361.30
2113 - Alpha Training & Tactics, LLC Line Item Account					
120395	03/25/2024				

Check Number Check Date		44 Amount	
Inv 2024-0083			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2024	Tactical Shield & Transport Bag	101-420-4240-000	9,977.52
Inv 2024-0083 Total			9,977.52
120395 Total:			9,977.52
2113 - Alpha Training & Tactics, LLC Total:			9,977.52
2043 - American Red Cross Line Item Account			
120396 03/25/2024			
Inv 22667989			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/28/2024	Lifeguard Certifications (3)	202-451-4330-000	138.00
Inv 22667989 Total			138.00
120396 Total:			138.00
2043 - American Red Cross Total:			138.00
44 - Anoka County Treasury Office Line Item Account			
120397 03/25/2024			
Inv EC030724Q			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2024	2024 Economic Development Cost Share	101-415-4300-000	1,235.00
Inv EC030724Q Total			1,235.00
120397 Total:			1,235.00
44 - Anoka County Treasury Office Total:			1,235.00
54 - Aspen Mills, Inc. Line Item Account			
120398 03/25/2024			
Inv 328846			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2024	Dept Exp - A. Hallin	101-420-4370-000	899.00
02/27/2024	Uniform Allowance - A. Hallin	101-420-4370-000	129.95
Inv 328846 Total			1,028.95
Inv 329344			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2024	Uniform Allowance - A. Hallin	101-420-4370-000	100.00
Inv 329344 Total			100.00

Check Number		Check Date	45 Amount	
Inv	329500			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/11/2024	Uniform Allowance - N. Hamann	101-420-4370-000		17.90
Inv 329500 Total				17.90
				<hr/>
120398 Total:				1,146.85
				<hr/>
54 - Aspen Mills, Inc. Total:				1,146.85
1983 - Ballering, Kathy Line Item Account 101-450-4331-000				
120399	03/25/2024			
Inv	Q12024			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/07/2024	1st Qtr 2024 Stipend	101-450-4331-000		150.00
Inv Q12024 Total				150.00
				<hr/>
120399 Total:				150.00
				<hr/>
1983 - Ballering, Kathy Total:				150.00
1999 - Batteries Plus Bulbs #784 Line Item Account				
120400	03/25/2024			
Inv	P68648175			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
12/15/2023	Civil Siren Battery	101-420-4211-000		62.35
Inv P68648175 Total				62.35
				<hr/>
120400 Total:				62.35
				<hr/>
1999 - Batteries Plus Bulbs #784 Total:				62.35
1028 - Baycom, Inc. Line Item Account				
120401	03/25/2024			
Inv	EQUIPINV_048362			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/11/2024	Toughbook Battery	101-420-4240-000		129.00
Inv EQUIPINV_048362 Total				129.00
Inv	EQUIPINV_048398			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/11/2024	Bodyworn Camera Mount	101-420-4240-000		38.00

Check Number Check Date		46 Amount
Inv EQUIPINV_048398 Total		38.00
120401 Total:		167.00
1028 - Baycom, Inc. Total:		167.00
2099 - BWSR Line Item Account		
120402	03/25/2024	
Inv	3/11/2024	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/11/2024	Tuition - A. Nelson	101-461-4330-000
03/11/2024	Tuition - A. Nelson	422-499-4300-000
Inv 3/11/2024 Total		505.00
120402 Total:		505.00
2099 - BWSR Total:		505.00
115 - Centennial Utilities Line Item Account		
120403	03/25/2024	
Inv	February 2024	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
02/29/2024	Natural Gas	101-432-4383-503
02/29/2024	Natural Gas	202-451-4383-000
02/29/2024	Natural Gas	101-450-4383-000
02/29/2024	Natural Gas	602-495-4383-000
02/29/2024	Natural Gas	101-450-4383-000
02/29/2024	Natural Gas	602-495-4383-000
Inv February 2024 Total		10,063.49
120403 Total:		10,063.49
115 - Centennial Utilities Total:		10,063.49
121 - CenturyLink Line Item Account 101-432-4321-503		
120404	03/25/2024	
Inv	333266979	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/10/2024	Phone & Internet Services	202-451-4321-000
Inv 333266979 Total		64.66
Inv	333786176	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/10/2024	Pool Emergency Phone Services	202-451-4321-000

Check Number Check Date		47 Amount
Inv 333786176 Total		136.85
Inv 6517843659805		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/10/2024	Phone & Internet Services	101-432-4321-503
		66.64
Inv 6517843659805 Total		66.64
120404 Total:		268.15
121 - CenturyLink Total:		268.15
2019 - Chaika, Jolleen Line Item Account		
120405	03/25/2024	
Inv 3/6/2024		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/06/2024	Mileage Reimbursement	101-403-4330-000
		113.23
Inv 3/6/2024 Total		113.23
120405 Total:		113.23
2019 - Chaika, Jolleen Total:		113.23
1903 - Chosen Valley Testing, Inc. Line Item Account		
120406	03/25/2024	
Inv 49295		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
11/14/2023	Geotechnical Services 81st St. to Elbe St. Infra Improvements	488-499-4300-000
		3,494.00
Inv 49295 Total		3,494.00
Inv 49298		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
11/14/2023	Geotechnical Services Red Maple Ln Infrastructure Improvements	488-499-4300-000
		3,592.00
Inv 49298 Total		3,592.00
120406 Total:		7,086.00
1903 - Chosen Valley Testing, Inc. Total:		7,086.00
761 - Comcast Line Item Account 101-432-4321-502		
120407	03/25/2024	
Inv 0163083		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/05/2024	Phone & Internet Services	601-494-4321-000
		166.81

Check Number Check Date		48 Amount
Inv 0163083 Total		166.81
120407 Total:		166.81
761 - Comcast Total:		166.81
1278 - Core & Main LP Line Item Account		
120408	03/25/2024	
Inv	T325664	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/07/2024	Meters	601-494-4215-000
Inv T325664 Total		431.46
120408 Total:		431.46
1278 - Core & Main LP Total:		431.46
1012 - Custom Fire Apparatus, Inc. Line Item Account		
120409	03/25/2024	
Inv	0022894-IN	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
02/22/2024	Headsets & Other Loose Equipment #629	214-421-5000-000
Inv 0022894-IN Total		31,268.40
Inv	0022895-IN	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
02/22/2024	Headsets & Other Loose Equipment #630	214-421-5000-000
Inv 0022895-IN Total		31,268.40
120409 Total:		62,536.80
1012 - Custom Fire Apparatus, Inc. Total:		62,536.80
167 - Dalco, Inc. Line Item Account		
120410	03/25/2024	
Inv	4204060	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/04/2024	Toilet Tissue, Vinegar, Hair & Body Wash	202-451-4211-000
Inv 4204060 Total		300.58
Inv	4206829	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>

Check Number Check Date		49 Amount	
03/08/2024	Paper Towel, Toilet Tissue, Hand Wash, Multi Purpose Cleaner	101-432-4211-000	656.08
Inv 4206829 Total			656.08
Inv 4207165			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/08/2024	Stain & Rust Remover	202-451-4211-000	34.10
Inv 4207165 Total			34.10
Inv 4207172			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/08/2024	Rust Remover	202-451-4211-000	13.00
Inv 4207172 Total			13.00
Inv 4207199			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/08/2024	Toilet Tissue, Air Freshener Refill, Hair & Body Wash	202-451-4211-000	257.28
Inv 4207199 Total			257.28
120410 Total:			1,261.04
167 - Dalco, Inc. Total:			1,261.04
954 - Davids Hydro Vac, Inc. Line Item Account			
120411	03/25/2024		
Inv 240046062			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/03/2024	Emergency Excavation Services - Lift Station 2	602-495-4300-000	1,660.00
Inv 240046062 Total			1,660.00
120411 Total:			1,660.00
954 - Davids Hydro Vac, Inc. Total:			1,660.00
175 - Delta Dental of Minnesota Line Item Account			
120412	03/25/2024		
Inv April 2024			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2024	Dental Insurance Premiums	101-431-4134-000	130.16
04/01/2024	Dental Insurance Premiums	601-494-4134-000	172.26
04/01/2024	Dental Insurance Premiums	101-420-4134-000	1,355.18
04/01/2024	Dental Insurance Premiums	101-416-4134-000	51.04
04/01/2024	Dental Insurance Premiums	101-000-2044-000	1,691.42
04/01/2024	Dental Insurance Premiums	101-422-4134-000	76.58
04/01/2024	Dental Insurance Premiums	101-000-2040-000	319.88
04/01/2024	Dental Insurance Premiums	101-430-4134-000	232.23

Check Number Check Date		50 Amount	
04/01/2024	Dental Insurance Premiums	101-407-4134-000	89.32
04/01/2024	Dental Insurance Premiums	101-461-4134-000	15.31
04/01/2024	Dental Insurance Premiums	603-496-4134-000	71.45
04/01/2024	Dental Insurance Premiums	101-432-4134-000	7.66
04/01/2024	Dental Insurance Premiums	101-418-4134-000	51.04
04/01/2024	Dental Insurance Premiums	101-462-4134-000	10.21
04/01/2024	Dental Insurance Premiums	602-495-4134-000	172.26
04/01/2024	Dental Insurance Premiums	101-421-4134-000	74.03
04/01/2024	Dental Insurance Premiums	101-463-4134-000	12.76
04/01/2024	Dental Insurance Premiums	101-402-4134-000	51.05
04/01/2024	Dental Insurance Premiums	202-451-4134-000	204.17
04/01/2024	Dental Insurance Premiums	101-450-4134-000	234.81
Inv April 2024 Total			5,022.82
120412 Total:			5,022.82
175 - Delta Dental of Minnesota Total:			5,022.82
1716 - Dey Distributing Line Item Account			
120413	03/25/2024		
Inv	6880000		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/15/2024	Control Board	101-432-4211-500	162.78
Inv 6880000 Total			162.78
120413 Total:			162.78
1716 - Dey Distributing Total:			162.78
187 - Earl F. Andersen Line Item Account			
120414	03/25/2024		
Inv	0135532-IN		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/08/2024	Street Name Signs (38)	101-430-4223-000	1,079.20
Inv 0135532-IN Total			1,079.20
Inv	0135544-IN		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/08/2024	Axel Weight Limit Signs (12)	101-430-4223-000	585.95
Inv 0135544-IN Total			585.95
120414 Total:			1,665.15
187 - Earl F. Andersen Total:			1,665.15

Check Number	Check Date		51 Amount
1673 - Ecological Strategies, LLC Line Item Account			
120415	03/25/2024		
Inv	3/14/2024		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/14/2024	Management Planning & Oversight for Conservation Outlots	810-499-4410-000	1,850.00
Inv 3/14/2024 Total			1,850.00
			<hr/>
120415 Total:			1,850.00
			<hr/>
1673 - Ecological Strategies, LLC Total:			1,850.00
1637 - Ehlers and Associates Line Item Account			
120416	03/25/2024		
Inv	96964		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/11/2024	TIF 1-10 Administration	417-499-4300-000	285.00
Inv 96964 Total			285.00
			<hr/>
120416 Total:			285.00
			<hr/>
1637 - Ehlers and Associates Total:			285.00
193 - Emergency Automotive Technologies Line Item Account			
120417	03/25/2024		
Inv	DL030124-21		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2024	Floor Mats #420	101-431-4221-000	116.06
Inv DL030124-21 Total			116.06
			<hr/>
120417 Total:			116.06
			<hr/>
193 - Emergency Automotive Technologies Total:			116.06
1948 - Emergency Technical Decon Line Item Account			
120418	03/25/2024		
Inv	1,164		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/29/2024	Repair Damaged Turnout Gear	101-421-4370-000	99.70
Inv 1,164 Total			99.70
			<hr/>
120418 Total:			99.70
<hr/>			
AP-Check Detail (3/19/2024 - 4:03 PM)			
Page 9			

Check Number	Check Date		52 Amount
1948 - Emergency Technical Decon Total:			99.70
2114 - Ennis-Flint Inc Line Item Account			
120419	03/25/2024		
Inv	281158		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/08/2024	Manhole Protector (6)	101-430-4224-000	1,348.30
Inv 281158 Total			1,348.30
120419 Total:			1,348.30
2114 - Ennis-Flint Inc Total:			1,348.30
202 - Evenson, Neil Line Item Account 101-416-4331-000			
120420	03/25/2024		
Inv	Q12024		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/30/2024	1st Qtr 2024 Stipend	101-416-4331-000	150.00
Inv Q12024 Total			150.00
120420 Total:			150.00
202 - Evenson, Neil Total:			150.00
204 - Factory Motor Parts Company Line Item Account			
120421	03/25/2024		
Inv	159-105721		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2024	Transmission Filter #416	101-431-4221-000	14.29
Inv 159-105721 Total			14.29
Inv	1-9519881		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/14/2024	Sway Bar Bushings #302	101-431-4221-000	13.31
Inv 1-9519881 Total			13.31
120421 Total:			27.60
204 - Factory Motor Parts Company Total:			27.60
216 - First Advantage Occ. Line Item Account			
120422	03/25/2024		

Check Number Check Date		53 Amount	
Inv 2504772402			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/29/2024	Annual Enrollment	101-402-4300-000	36.71
Inv 2504772402 Total			36.71
120422 Total:			36.71
216 - First Advantage Occ. Total:			36.71
220 - Ford Construction Co. Inc. Line Item Account			
120423	03/25/2024		
Inv 1925			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2024	Service Lift Station 53 & Wellhouse	602-495-4300-000	17,319.87
Inv 1925 Total			17,319.87
120423 Total:			17,319.87
220 - Ford Construction Co. Inc. Total:			17,319.87
902 - Gooder, Clark J. Line Item Account 101-450-4331-000			
120424	03/25/2024		
Inv Q12024			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2024	1st Qtr 2024 Stipend	101-450-4331-000	75.00
Inv Q12024 Total			75.00
120424 Total:			75.00
902 - Gooder, Clark J. Total:			75.00
244 - Gopher State One-Call Line Item Account			
120425	03/25/2024		
Inv 4020547			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/29/2024	February Tickets	601-494-4410-000	110.70
02/29/2024	February Tickets	602-495-4410-000	110.70
Inv 4020547 Total			221.40
120425 Total:			221.40
244 - Gopher State One-Call Total:			221.40

Check Number Check Date

249 - Grainger Line Item Account

120426 03/25/2024

Inv 9036914183

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/29/2024	Sweeper Filter	202-451-4211-000	22.50

Inv 9036914183 Total 22.50

120426 Total: 22.50

249 - Grainger Total:

22.50

271 - Hawkins, Inc. Line Item Account

120427 03/25/2024

Inv 6705182

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2024	Pool Chemical Supplies	202-451-4222-000	343.12

Inv 6705182 Total 343.12

Inv 6708586

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/14/2024	Chlorine Cylinders	601-494-4222-000	180.00

Inv 6708586 Total 180.00

120427 Total: 523.12

271 - Hawkins, Inc. Total:

523.12

2051 - Holmes Repair LLC Line Item Account

120428 03/25/2024

Inv 1008

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2024	Install Quick Couplers for Rescue Tools #629 & #630	214-421-5000-000	1,178.12

Inv 1008 Total 1,178.12

120428 Total: 1,178.12

2051 - Holmes Repair LLC Total:

1,178.12

1749 - Huebsch Services Line Item Account

120429 03/25/2024

Inv 20099375

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
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Check Number Check Date		55 Amount	
02/29/2024	Shop Towels	101-431-4211-000	89.56
02/29/2024	Mats	101-432-4410-502	65.07
02/29/2024	Mats	101-432-4410-501	118.60
02/29/2024	Mats	101-432-4410-503	441.08
Inv 20099375 Total			714.31
120429 Total:			714.31
1749 - Huebsch Services Total:			714.31
297 - Huelman, Patrick H. Line Item Account 101-450-4331-000			
120430	03/25/2024		
Inv	Q12024		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2024	1st Qtr 2024 Stipend	101-450-4331-000	200.00
Inv Q12024 Total			200.00
120430 Total:			200.00
297 - Huelman, Patrick H. Total:			200.00
298 - Hugo Equipment Company Line Item Account			
120431	03/25/2024		
Inv	201735		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/23/2024	Chain Tensioner, Bevel Gear (2), Collar & File Box (6)	101-450-4211-000	75.89
Inv 201735 Total			75.89
120431 Total:			75.89
298 - Hugo Equipment Company Total:			75.89
2014 - Hydraulic Specialty, Inc. Line Item Account			
120432	03/25/2024		
Inv	090004999392		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/08/2024	Seals to Rebuild Hydraulic Cylinders on Grapple Bucket Atch.	101-431-4221-000	89.46
Inv 090004999392 Total			89.46
120432 Total:			89.46
2014 - Hydraulic Specialty, Inc. Total:			89.46

Check Number Check Date

1955 - Infinite Health Collaborative, PA Line Item Account

120433 03/25/2024

Inv TCOINV07755

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/31/2024	Team Wellness Education - Grant Reimbursed	101-421-4410-000	12,012.50

Inv TCOINV07755 Total 12,012.50

Inv TCOINV07890

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/29/2024	Team Wellness Education - Grant Reimbursed	101-421-4410-000	4,981.27

Inv TCOINV07890 Total 4,981.27

Inv TCOINV07892

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/29/2024	Team Wellness Education	210-420-4410-000	8,806.52

Inv TCOINV07892 Total 8,806.52

120433 Total: 25,800.29

1955 - Infinite Health Collaborative, PA Total: 25,800.29

311 - Instrumental Research, Inc. Line Item Account

120434 03/25/2024

Inv 5438

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2024	February Water Testing	601-494-4410-000	240.00

Inv 5438 Total 240.00

120434 Total: 240.00

311 - Instrumental Research, Inc. Total: 240.00

313 - Interstate Power Systems, Inc. Line Item Account

120435 03/25/2024

Inv R001207352:01

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/18/2024	Semi-Annual Inspection - 1189 Main St	101-432-4300-500	395.00

Inv R001207352:01 Total 395.00

Inv R001207353:01

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/11/2024	Semi-Annual Inspection - 6300 Laurene Ave	602-495-4300-000	395.00

Check Number Check Date		57 Amount
Inv R001207353:01 Total		395.00
Inv R001207354:01		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/15/2024	Semi-Annual Inspection - 6611 Lake Dr	602-495-4300-000
		335.00
Inv R001207354:01 Total		335.00
Inv R001207355:01		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/08/2024	Semi-Annual Inspection - 1473 Snowgoose Trl	602-495-4300-000
		395.00
Inv R001207355:01 Total		395.00
Inv R001207357:01		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/15/2024	Semi-Annual Inspection - 130 Gladstone Dr	602-495-4300-000
		395.00
Inv R001207357:01 Total		395.00
Inv R001207358:01		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/18/2024	Semi-Annual Inspection - 6666 Blackduck Dr	602-495-4300-000
		395.00
Inv R001207358:01 Total		395.00
Inv R001207363:01		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/18/2024	Semi-Annual Inspection - 7741 Lake Dr	101-432-4300-501
		395.00
Inv R001207363:01 Total		395.00
Inv R001207460:01		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/08/2024	Semi-Annual Inspection - 1710 Birch St	101-432-4300-502
		395.00
Inv R001207460:01 Total		395.00
Inv R001207676:01		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/18/2024	Semi-Annual Inspection - 7199 Stage Coach Trl	602-495-4300-000
		395.00
Inv R001207676:01 Total		395.00
120435 Total:		3,495.00
313 - Interstate Power Systems, Inc. Total:		3,495.00
2115 - Janas, Lorita Line Item Account		
120436	03/25/2024	

Check Number Check Date		58 Amount	
Inv 3/5/2024			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/05/2024	Mileage Reimbursement	101-403-4330-000	11.39
Inv 3/5/2024 Total			11.39
120436 Total:			11.39
2115 - Janas, Lorita Total:			11.39
2112 - Kahl, Andrew Line Item Account			
120390	03/07/2024		
Inv 3/7/2024			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2024	Asphalt Paver Per 2024 CIP	402-431-5000-000	38,000.00
Inv 3/7/2024 Total			38,000.00
120390 Total:			38,000.00
2112 - Kahl, Andrew Total:			38,000.00
1978 - Kohler, Patrick Line Item Account 101-416-4331-000			
120437	03/25/2024		
Inv Q12024			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/30/2024	1st Qtr 2024 Stipend	101-416-4331-000	150.00
Inv Q12024 Total			150.00
120437 Total:			150.00
1978 - Kohler, Patrick Total:			150.00
1744 - Kone Line Item Account			
120438	03/25/2024		
Inv 871301656			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2024	Phone Monitoring Service	202-451-4300-000	1,939.80
Inv 871301656 Total			1,939.80
120438 Total:			1,939.80
1744 - Kone Total:			1,939.80

Check Number		Check Date	59 Amount	
1745 - Kusterman, William Line Item Account 101-450-4331-000				
120439		03/25/2024		
Inv	Q12024			
	<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
	03/07/2024	1st Qtr 2024 Stipend	101-450-4331-000	150.00
	Inv Q12024 Total			150.00
				<hr/>
120439 Total:				150.00
				<hr/>
1745 - Kusterman, William Total:				150.00
356 - Laden, Perry Line Item Account 101-416-4331-000				
120440		03/25/2024		
Inv	Q12024			
	<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
	03/30/2024	1st Qtr 2024 Stipend	101-416-4331-000	150.00
	Inv Q12024 Total			150.00
				<hr/>
120440 Total:				150.00
				<hr/>
356 - Laden, Perry Total:				150.00
1974 - Language Line Services Line Item Account				
120441		03/25/2024		
Inv	11236980			
	<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
	02/29/2024	February Language Line Services	101-420-4300-000	22.66
	Inv 11236980 Total			22.66
				<hr/>
120441 Total:				22.66
				<hr/>
1974 - Language Line Services Total:				22.66
362 - Larsen, Katie Line Item Account				
120442		03/25/2024		
Inv	3/13/2024			
	<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
	03/13/2024	Annual APA Dues - K. Larsen	101-416-4452-000	683.00
	Inv 3/13/2024 Total			683.00
				<hr/>
120442 Total:				683.00

Check Number	Check Date	60 Amount
362 - Larsen, Katie Total:		683.00
1762 - LEAST Services/Counseling, LLC Line Item Account		
120443	03/25/2024	
Inv 1377		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/11/2024	Monthly Retainer Fee	101-420-4300-000
		180.00
Inv 1377 Total		180.00
120443 Total:		180.00
1762 - LEAST Services/Counseling, LLC Total:		180.00
757 - LRS Line Item Account 101-450-4410-000		
120444	03/25/2024	
Inv MP245499		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/07/2024	Toilet Rental - Sunrise Park	101-450-4410-000
		65.00
Inv MP245499 Total		65.00
Inv MP245501		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/07/2024	Toilet Rental - Lino Park	101-450-4410-000
		65.00
Inv MP245501 Total		65.00
120444 Total:		130.00
757 - LRS Total:		130.00
394 - Macqueen Equipment, Inc. Line Item Account		
120445	03/25/2024	
Inv P27008		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/12/2024	Nozzle Bail	214-421-5000-000
		68.30
Inv P27008 Total		68.30
120445 Total:		68.30
394 - Macqueen Equipment, Inc. Total:		68.30
399 - Mansfield Oil Company Line Item Account 101-431-4212-000		
120446	03/25/2024	

Check Number Check Date

Inv 25139986

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/06/2024	Gasoline - 1,700 Gallons	101-431-4212-000	4,690.76

Inv 25139986 Total 4,690.76

Inv 25139990

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/06/2024	Diesel - 1,150 Gallons	101-431-4212-000	3,719.07

Inv 25139990 Total 3,719.07

120446 Total: 8,409.83

399 - Mansfield Oil Company Total: 8,409.83

404 - Martin-McAllister Line Item Account

120447 03/25/2024

Inv 15898

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/31/2024	Public Safety Assessment	101-402-4300-000	625.00

Inv 15898 Total 625.00

120447 Total: 625.00

404 - Martin-McAllister Total: 625.00

416 - Medica Line Item Account

120448 03/25/2024

Inv April 2024

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/12/2024	Health Insurance Premiums	202-451-4131-000	1,879.57
03/12/2024	Health Insurance Premiums	101-407-4131-000	1,564.21
03/12/2024	Health Insurance Premiums	101-463-4131-000	155.27
03/12/2024	Health Insurance Premiums	603-496-4131-000	807.39
03/12/2024	Health Insurance Premiums	101-418-4131-000	621.07
03/12/2024	Health Insurance Premiums	602-495-4131-000	1,362.72
03/12/2024	Health Insurance Premiums	101-432-4131-000	93.16
03/12/2024	Health Insurance Premiums	101-000-2041-000	10,666.62
03/12/2024	Health Insurance Premiums	601-494-4131-000	1,362.72
03/12/2024	Health Insurance Premiums	101-421-4131-000	1,540.45
03/12/2024	Health Insurance Premiums	101-422-4131-000	1,258.50
03/12/2024	Health Insurance Premiums	101-430-4131-000	2,820.34
03/12/2024	Health Insurance Premiums	101-000-2040-000	1,142.90
03/12/2024	Health Insurance Premiums	101-420-4131-000	22,245.25
03/12/2024	Health Insurance Premiums	101-462-4131-000	124.21
03/12/2024	Health Insurance Premiums	101-461-4131-000	186.32
03/12/2024	Health Insurance Premiums	101-416-4131-000	621.07
03/12/2024	Health Insurance Premiums	101-450-4131-000	2,326.73

Check Number Check Date		62 Amount	
03/12/2024	Health Insurance Premiums	101-431-4131-000	957.11
Inv April 2024 Total			51,735.61
120448 Total:			51,735.61
416 - Medica Total:			51,735.61
1463 - Menards - Blaine Line Item Account			
120449	03/25/2024		
Inv	64558		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/12/2024	Windshield Washer Fluid, Floor Dry & Zip Ties	101-431-4211-000	103.79
Inv 64558 Total			103.79
Inv	65303		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2024	HDMI Port in Cattail Room	202-451-4211-000	64.50
Inv 65303 Total			64.50
120449 Total:			168.29
1463 - Menards - Blaine Total:			168.29
418 - Menards - Forest Lake Line Item Account			
120450	03/25/2024		
Inv	28460		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2024	Boiler Cleaning Supplies	101-432-4211-503	37.81
Inv 28460 Total			37.81
Inv	28818		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2024	Screws & Drill Bits	101-450-4211-000	128.81
Inv 28818 Total			128.81
Inv	28919		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/08/2024	Lumber for Skimmer Repair	603-496-4211-000	9.59
Inv 28919 Total			9.59
Inv	29109		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/11/2024	Circular Saw Blade & Rebar (80)	101-450-4211-000	504.13

Check Number Check Date		63 Amount	
Inv 29109 Total			504.13
Inv 29331			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/14/2024	Returned Circular Saw Blade	101-450-4211-000	-44.93
Inv 29331 Total			-44.93
120450 Total:			635.41
418 - Menards - Forest Lake Total:			635.41
421 - Metro Sales Incorporated Line Item Account			
120451	03/25/2024		
Inv INV2478960			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/04/2024	Copier Maintenance Contract Ricoh/MP 4055SP Copier	101-420-4410-000	36.00
Inv INV2478960 Total			36.00
Inv INV2478962			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/04/2024	Copier Maintenance Contract Ricoh/IM C2500 Color Copier	101-432-4410-503	156.63
Inv INV2478962 Total			156.63
Inv INV2478963			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/04/2024	Copier Maintenance Contract Ricoh/IM C6000 Color Copier	101-432-4410-503	360.66
Inv INV2478963 Total			360.66
120451 Total:			553.29
421 - Metro Sales Incorporated Total:			553.29
1969 - Metro-INET Line Item Account			
120452	03/25/2024		
Inv 1793			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2024	March IT Services	101-407-4310-000	21,308.80
03/01/2024	March IT Services	602-495-4310-000	1,331.80
03/01/2024	March IT Services	202-451-4310-000	2,663.60
03/01/2024	March IT Services	601-494-4310-000	1,331.80
Inv 1793 Total			26,636.00

Check Number	Check Date	64 Amount
120452 Total:		26,636.00
1969 - Metro-INET Total:		26,636.00
455 - MN Metro North Tourism Board Line Item Account 101-415-4900-000		
120453	03/25/2024	
Inv	February 2024	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
02/29/2024	February 2024 Tourism Tax	101-415-4900-000
		4,182.00
Inv February 2024 Total		4,182.00
120453 Total:		4,182.00
455 - MN Metro North Tourism Board Total:		4,182.00
1677 - MNSPECT, LLC Line Item Account		
120454	03/25/2024	
Inv	276284	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
02/29/2024	Field Inspections	101-422-4410-000
		7,480.00
Inv 276284 Total		7,480.00
120454 Total:		7,480.00
1677 - MNSPECT, LLC Total:		7,480.00
480 - NCPERS Group Life Insurance Line Item Account 101-000-2040-000		
120391	03/15/2024	
Inv	March 2024	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/15/2024	Life Insurance Premium	101-000-2040-000
		352.00
Inv March 2024 Total		352.00
120391 Total:		352.00
480 - NCPERS Group Life Insurance Total:		352.00
509 - O'Reilly Automotive Stores Line Item Account		
120455	03/25/2024	
Inv	3472-319252	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/01/2024	Outer Tie Rod End #416	101-431-4221-000
		69.96

Check Number Check Date		65 Amount	
Inv 3472-319252 Total			69.96
Inv 3472-319957			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/05/2024	Oxygen Sensors (2) #403	101-431-4221-000	127.96
Inv 3472-319957 Total			127.96
Inv 3472-319959			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/05/2024	Oxygen Sensors (2) #403	101-431-4221-000	91.78
Inv 3472-319959 Total			91.78
Inv 3472-320002			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/05/2024	Front Brake Pads #416	101-431-4221-000	50.14
Inv 3472-320002 Total			50.14
Inv 3472-320376			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2024	Decal Removal Wheel	101-431-4240-000	45.82
Inv 3472-320376 Total			45.82
Inv 3472-321226			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/12/2024	Credit for Old Batteries Returned	101-431-4221-000	-257.72
Inv 3472-321226 Total			-257.72
Inv 3472-321343			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/13/2024	Purge Solenoid #302	101-431-4221-000	19.32
Inv 3472-321343 Total			19.32
120455 Total:			147.26
509 - O'Reilly Automotive Stores Total:			147.26
511 - Otter Lake Animal Care Center Line Item Account			
120456	03/25/2024		
Inv 244114			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2024	K9 Argos Services	211-420-4410-000	128.00
Inv 244114 Total			128.00

Check Number Check Date		66 Amount
120456 Total:		128.00
511 - Otter Lake Animal Care Center Total:		128.00
535 - Plaisted Companies, Inc. Line Item Account		
120457	03/25/2024	
Inv	68433	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/08/2024	Black Dirt	101-430-4229-000
		973.35
Inv 68433 Total		973.35
120457 Total:		973.35
535 - Plaisted Companies, Inc. Total:		973.35
550 - Power Plan OIB Line Item Account		
120458	03/25/2024	
Inv	P1253370	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
02/28/2024	Knives & Shear Bar #142	101-431-4221-000
		403.90
Inv P1253370 Total		403.90
120458 Total:		403.90
550 - Power Plan OIB Total:		403.90
552 - Press Publications, Inc. Line Item Account		
120459	03/25/2024	
Inv	799208	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
02/29/2024	PHN 440 Park Ct - Lino Lakes Tech Center & Indoor Storage	801-000-2300-000
		41.44
Inv 799208 Total		41.44
120459 Total:		41.44
552 - Press Publications, Inc. Total:		41.44
1092 - Quadient Finance USA, Inc. Line Item Account 101-432-4322-000		
120460	03/25/2024	
Inv	3/15/2024	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/15/2024	Sealant Solution	101-432-4200-000
		37.05
03/15/2024	Postage Machine Postage	101-432-4322-000
		500.00

Check Number Check Date		67 Amount
Inv 3/15/2024 Total		537.05
120460 Total:		537.05
1092 - Quadient Finance USA, Inc. Total:		537.05
2111 - RDO Equipment Co. Line Item Account		
120461	03/25/2024	
Inv	E0248914	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
02/27/2024	Brush Chipper #424	402-431-5000-000
		87,907.99
Inv E0248914 Total		87,907.99
120461 Total:		87,907.99
2111 - RDO Equipment Co. Total:		87,907.99
1862 - REACH Media Network Line Item Account		
120462	03/25/2024	
Inv	93856	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/04/2024	Annual Player License Renewal	202-451-4410-000
		350.00
Inv 93856 Total		350.00
120462 Total:		350.00
1862 - REACH Media Network Total:		350.00
1258 - Regenscheid Custom Homes Line Item Account		
120463	03/25/2024	
Inv	2017-05058	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/06/2024	Escrow Release - 2052 Rosewood St	801-000-2318-000
		4,425.00
Inv 2017-05058 Total		4,425.00
Inv	2017-05788	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/06/2024	Escrow Release - 2064 Cypress St	801-000-2318-000
		4,425.00
Inv 2017-05788 Total		4,425.00
120463 Total:		8,850.00

Check Number Check Date		68 Amount	
1258 - Regenscheid Custom Homes Total:			8,850.00
1337 - Roadkill Animal Control Line Item Account			
120464	03/25/2024		
Inv	February 2024		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/15/2024	February Animal Pick-Up/Disposal	101-430-4410-000	118.00
Inv February 2024 Total			118.00
120464 Total:			118.00
1337 - Roadkill Animal Control Total:			118.00
582 - Root, Michael Line Item Account 101-416-4331-000			
120465	03/25/2024		
Inv	Q12024		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/30/2024	1st Qtr 2024 Stipend	101-416-4331-000	200.00
Inv Q12024 Total			200.00
120465 Total:			200.00
582 - Root, Michael Total:			200.00
1157 - Royal Oaks Realty, Inc. Line Item Account			
120466	03/25/2024		
Inv	3/9/2024		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2024	Long Term Escrow Closure - Chavez Preserve	801-000-2352-102	4,061.00
03/09/2024	Long Term Escrow Closure - Chavez Preserve	801-000-2352-101	827.08
03/09/2024	Long Term Escrow Closure - Chavez Preserve	801-000-2352-105	467.36
03/09/2024	Long Term Escrow Closure - Chavez Preserve	801-000-2352-106	2,500.00
03/09/2024	Long Term Escrow Closure - Chavez Preserve	801-000-2352-103	2,200.00
Inv 3/9/2024 Total			10,055.44
120466 Total:			10,055.44
1157 - Royal Oaks Realty, Inc. Total:			10,055.44
2116 - SafeAssure Consultants, Inc. Line Item Account			
120467	03/25/2024		
Inv	3509		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/01/2024	Safety Training	601-494-4330-000	355.67

Check Number Check Date		69 Amount	
02/01/2024	Safety Training	101-450-4330-000	355.67
02/01/2024	Safety Training	603-496-4330-000	355.67
02/01/2024	Safety Training	101-431-4330-000	355.66
02/01/2024	Safety Training	602-495-4330-000	355.67
02/01/2024	Safety Training	101-430-4330-000	355.66
Inv 3509 Total			2,134.00
120467 Total:			2,134.00
2116 - SafeAssure Consultants, Inc. Total:			2,134.00
1982 - Schmidt, Kellie Line Item Account 101-450-4331-000			
120468	03/25/2024		
Inv	Q12024		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/07/2024	1st Qtr 2024 Stipend	101-450-4331-000	150.00
Inv Q12024 Total			150.00
120468 Total:			150.00
1982 - Schmidt, Kellie Total:			150.00
1593 - Shred-it, c/o Stericycle, Inc. Line Item Account			
120469	03/25/2024		
Inv	8006477175		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/03/2024	Document Destruction	101-420-4410-000	75.78
03/03/2024	Document Destruction	101-402-4410-000	37.89
Inv 8006477175 Total			113.67
120469 Total:			113.67
1593 - Shred-it, c/o Stericycle, Inc. Total:			113.67
1410 - Squires, Waldspurger & Mace P.A. Line Item Account			
120470	03/25/2024		
Inv	19595		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/05/2024	February Legal Miscellaneous	101-414-4301-000	3,780.00
03/05/2024	February Legal DNR Water Appropriation Permit Contested	601-494-4301-000	7,073.50
03/05/2024	February Legal Planning	101-416-4300-000	192.50
03/05/2024	February Legal Water Treatment Plant	406-499-4301-147	542.50
Inv 19595 Total			11,588.50

Check Number Check Date		70 Amount
120470 Total:		11,588.50
1410 - Squires, Waldspurger & Mace P.A. Total:		11,588.50
1212 - Stepp Manufacturing Co. Inc. Line Item Account		
120471	03/25/2024	
Inv	064146	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/13/2024	Stock Burner Nozzles & Gas Struts #265	101-431-4221-000
		184.00
Inv 064146 Total		184.00
120471 Total:		184.00
1212 - Stepp Manufacturing Co. Inc. Total:		184.00
1984 - Stewart, SaraJo Line Item Account 101-416-4331-000		
120472	03/25/2024	
Inv	Q12024	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/30/2024	1st Qtr 2024 Stipend	101-416-4331-000
		75.00
Inv Q12024 Total		75.00
120472 Total:		75.00
1984 - Stewart, SaraJo Total:		75.00
671 - Trans Union LLC Line Item Account		
120473	03/25/2024	
Inv	02404671	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
02/25/2024	Background Check	101-421-4410-000
		17.39
02/25/2024	Background Check (2)	101-420-4410-000
		31.40
Inv 02404671 Total		48.79
120473 Total:		48.79
671 - Trans Union LLC Total:		48.79
687 - U.S. Bank Visa Line Item Account		
120474	03/25/2024	
Inv	3/6/2024	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/06/2024	Amazon/Training Smoke	101-421-4211-000
		37.00

Check Number	Check Date		Amount
03/06/2024	Fun Express/Program Supplies to be Refunded	202-451-4205-000	1,519.07
03/06/2024	Lino Lakes Quick Stop/Non-Oxy Fuel	101-431-4212-000	13.32
03/06/2024	Walmart/Royal Ball Balloons & Cookies	202-451-4205-000	69.65
03/06/2024	Amazon/Magnetic Hooks (2)	202-451-4200-000	26.08
03/06/2024	Eckberg Lammers/Tuition - M. Paulson	101-420-4330-000	399.00
03/06/2024	Ebay/Returned Laser Level Kit	101-431-4240-000	-379.00
03/06/2024	Hero247/Uniform Allowance - E. Heu	101-420-4370-000	25.00
03/06/2024	Amazon/Phone Case	101-432-4200-000	11.99
03/06/2024	Dolan Consulting/Tuition - W. Owens	101-420-4330-000	125.00
03/06/2024	Amazon/Water Dumbbells (10)	202-451-4200-000	149.70
03/06/2024	Hero247/Uniform Allowance - K. Sinna	101-420-4370-000	35.00
03/06/2024	Bill's Superette/Non-Oxy Fuel	101-431-4212-000	66.58
03/06/2024	AV Now/HDMI Standby Switcher for Cattail Room	202-451-4200-805	368.14
03/06/2024	Michaels/Royal Ball Picture Frames (20)	202-451-4205-000	13.86
03/06/2024	Michaels/Royal Ball Picture Frames (20)	202-451-4205-000	13.80
03/06/2024	Amazon/Uniform Allowance - S. Bonczek	101-421-4370-000	43.60
03/06/2024	Amazon/Notebook	601-494-4200-000	4.49
03/06/2024	Lynn Peavey Co/Evidence Tags	101-420-4211-000	51.05
03/06/2024	Shutterstock/Stock Photos Monthly License Fee	204-499-4452-000	29.00
03/06/2024	Chets Shoes/Uniform Allowance - A. Nelson	101-463-4370-000	161.50
03/06/2024	Image Printing & Graphics/February UB Statements	602-495-4410-000	176.27
03/06/2024	Amazon/Dishwasher Detergent	101-432-4211-000	33.95
03/06/2024	Amazon/AED Inspection Tags	202-451-4211-000	15.95
03/06/2024	Amazon/Wall File Organizer	101-432-4200-000	21.74
03/06/2024	Sensible Land Use Coalition/Tuition - M. Grochala	101-418-4330-000	48.00
03/06/2024	Summit Racing/Stock Transmission Filters for Police Tahoes (3)	101-431-4221-000	140.97
03/06/2024	Hero247/Uniform Allowance - I. Simon	101-420-4370-000	60.00
03/06/2024	Holiday/February Car Washes	101-431-4211-000	478.50
03/06/2024	Hero247/Uniform Allowance - K. Kraemer	101-420-4370-000	115.00
03/06/2024	Amazon/HDMI Computer Monitor Adapter	101-421-4240-000	9.95
03/06/2024	Sensible Land Use Coalition/Tuition - K. Larsen	101-416-4330-000	48.00
03/06/2024	Hero247/Uniform Allowance - A. Reineke	101-420-4370-000	25.00
03/06/2024	Amazon/Button Head Socket Cap Bolts	202-451-4211-000	9.58
03/06/2024	Allina/Tuition for Medical Training	101-420-4330-000	580.00
03/06/2024	Hero247/Uniform Allowance - E. Heu	101-420-4370-000	40.00
03/06/2024	Indeed/Feb Job Posting - Recycling Intern	101-402-4340-000	88.08
03/06/2024	Hero247/Uniform Allowance - M. DeMars	101-420-4370-000	95.00
03/06/2024	Amazon/Uniform Allowance - E. Heu	101-420-4370-000	15.99
03/06/2024	Amazon/Mailing Labels	101-432-4200-000	49.93
03/06/2024	Amazon/Drill Bits (2) & Wire Brush Drill Attachment	101-432-4240-000	44.85
03/06/2024	Amazon/Needle Oiler	101-421-4240-000	9.99
03/06/2024	FirstNet/City Administrator February Cell Phone Bill	101-402-4321-000	24.16
03/06/2024	Image Printing & Graphics/February UB Statements	601-494-4322-000	559.43
03/06/2024	Oakley/Uniform Allowance - J. Swenson	101-420-4370-000	106.15
03/06/2024	Fleet Farm/Chainsaw Bar & Chain Oil	101-431-4211-000	47.96
03/06/2024	Varidesk/Dual-Monitor Arms (2)	101-420-4240-000	202.50
03/06/2024	MDA/License Renewal - J. Chapman	101-450-4452-000	10.22
03/06/2024	Amazon/Computer Monitors (2)	101-421-4240-000	289.98
03/06/2024	Varidesk/Dual-Monitor Arms (4)	101-420-4240-000	810.00
03/06/2024	Chewy/Canine Food	211-420-4211-000	124.44
03/06/2024	MNGFOA/2024 Membership Renewal Fee	101-402-4452-000	70.00
03/06/2024	Hero247/Uniform Allowance - S. Bonczek	101-420-4370-000	25.00
03/06/2024	Hero247/Uniform Allowance - A. Riehm	101-420-4370-000	135.00
03/06/2024	Hero247/Uniform Allowance - A. Ng	101-420-4370-000	25.00
03/06/2024	Amazon/Faucet Aerator (2)	101-432-4211-000	14.50
03/06/2024	American Red Cross/Lifeguarding Instructor's Deck Book & Manua	202-451-4330-000	74.55
03/06/2024	LeadsOnline LLC/2024 Subscription	101-420-4410-000	3,886.00
03/06/2024	Amazon/AED Inspection Tags	101-432-4211-000	15.95

Check Number	Check Date	Amount
03/06/2024	MN DNR/Annual Water Use & Surcharge Permit	21,568.14
03/06/2024	Amazon/Dish Soap	14.53
03/06/2024	Ebay/Reimbursed Sales Tax	-30.79
03/06/2024	Amazon/Replacement Charger for Streamlight Flashlight	8.99
03/06/2024	VistaPrint/Business Cards - K. McKinney	69.18
03/06/2024	Best Buy/CGA & HDMI Adaptor	27.08
03/06/2024	Walmart/Royal Ball Cups, Napkins & Cookies	101.56
03/06/2024	Cummins/Engine Heater Cable #424	64.22
03/06/2024	Home Depot/Paint	122.91
03/06/2024	Amazon/Returned HDMI Computer Monitor Adapter	-9.95
03/06/2024	Michaels/Royal Ball Picture Frame Decorations	131.53
03/06/2024	Hero247/Uniform Allowance - C. Schirmers	25.00
03/06/2024	ISA/Tree Law Book	64.68
03/06/2024	Home Depot/Tape	10.96
03/06/2024	Ebay/Laser Level Kit	409.79
03/06/2024	Home Depot/Picnic Table Painting Supplies	164.96
03/06/2024	Amazon/Wire to Wire Connector	9.98
03/06/2024	Amazon/Batteries	8.77
03/06/2024	Amazon/Igniter Hot Surface (2)	158.98
03/06/2024	Allina/Tuition for Medical Training	580.00
03/06/2024	MN Fire Svc Cert Board/Fire Inspector Recert - B. Finke	105.00
03/06/2024	Amazon/Replacement Battery	23.99
03/06/2024	Amazon/USB Cable	5.50
03/06/2024	Amazon/File Folder Tabs	6.29
03/06/2024	Amazon/Cup Inserts #629 & #630	17.53
03/06/2024	Amazon/Monitors (2)	319.98
03/06/2024	AWWA/Membership - J. Williams	240.00
03/06/2024	Michaels/Summer Camp Picture Frames (100)	69.00
03/06/2024	Amazon/Wireless Keyboard	10.44
03/06/2024	Hero247/Uniform Allowance - A. Halverson	25.00
03/06/2024	5.11 Tactical/Uniform Allowance - J. Swenson	261.00
03/06/2024	Amazon/Pool Reagent	18.75
03/06/2024	USPCA/K9 Certification Fee	75.00
03/06/2024	Amazon/Mobile Field Force Tape	15.84
03/06/2024	When I Work/Monthly Subscription Fee	460.00
03/06/2024	Costco/Batteries	75.78
03/06/2024	Amazon/Pencils	4.24
03/06/2024	Amazon/Wrist Keychain Spiral Holders (6)	23.12
03/06/2024	Sauna Supply Co, LLC/High Temp Limit Switch for Sauna Heater	323.83
03/06/2024	Retekess/Waterproof Receiver (2)	37.98
03/06/2024	Sauna Supply Co, LLC/Sauna Temp Sensor	70.87
03/06/2024	Home Depot/Caster Wheels (4)	26.97
03/06/2024	Amazon/Wire to Wire Connector	9.98
03/06/2024	Hero247/Uniform Allowance - S. Bonczek	88.00
03/06/2024	Alien Gear Holsters/Uniform Allowance - E. Heu	179.00
03/06/2024	Costco/Batteries	14.99
03/06/2024	Broadway Awards/Retirement Plaque - C. Menne	90.50
03/06/2024	Hero247/Uniform Allowance - K. Kraemer	138.00
03/06/2024	Amazon/Staplers (3)	13.49
03/06/2024	Hero247/Uniform Allowance - D. Thill	38.00
03/06/2024	Amazon/No Exit Sign	7.91
03/06/2024	Amazon/Notebook	4.50
03/06/2024	Image Printing & Graphics/February UB Statements	176.26
03/06/2024	Ebay/Laser Level Kit	400.00
03/06/2024	Hero247/Uniform Allowance - W. Owens	25.00
03/06/2024	Hero247/Uniform Allowance - A. Reineke	55.00
03/06/2024	Amazon/Fire Equipment Tape	13.95
03/06/2024	Bunker Beach/Summer Camp Field Trip Down Payment	100.00

Check Number	Check Date		Amount
03/06/2024	FirstNet/Police February Cell Phone Bill	101-420-4321-000	1,847.03
03/06/2024	Amazon/Plastic Film	101-432-4211-000	21.89
03/06/2024	EnviroCert International/Stormwater Recertifications -T. Payne	603-496-4452-000	362.26
03/06/2024	Amazon/Returned USB Wall Charger	101-432-4200-000	-8.90
03/06/2024	FirstNet/City Council February Cell Phone Bill	101-401-4321-000	215.08
03/06/2024	Sam's Club/Birthday Party Supplies	202-451-4205-000	30.82
03/06/2024	Amazon/Uniform Allowance - E. Heu	101-420-4370-000	28.99
03/06/2024	Hero247/Uniform Allowance - W. Owens	101-420-4370-000	100.00
03/06/2024	Amazon/USB Cable	601-494-4200-000	5.49
03/06/2024	Ebay/Coolant Preheater for Generator	101-432-4211-503	499.99
03/06/2024	FirstNet/Fire February Cell Phone Bill	101-421-4321-000	379.70
03/06/2024	Amazon/Batteries	101-432-4211-000	38.91
03/06/2024	STORM Training Group/Tuition - M. Carlson	101-420-4330-000	899.00
03/06/2024	Oakley/Dept Exp - K. Sinna	101-420-4370-000	129.10
03/06/2024	BCA/Tuition - W. Owens	101-420-4330-000	75.00
03/06/2024	Amazon/Wireless Keyboard	602-495-4200-000	10.45
03/06/2024	Amazon/Cable Ties & Name Badges	101-403-4200-000	35.60
03/06/2024	Amazon/Screen Wipes	101-420-4200-000	13.72
03/06/2024	Hero247/Uniform Allowance - R. Strub	101-420-4370-000	158.00
03/06/2024	Cummins/Engine Heater Element #424	402-431-5000-000	147.95
03/06/2024	Amazon/Laundry Soap	101-421-4211-000	36.02
03/06/2024	Amazon/Wall Mounted Baby Changing Station	202-451-4211-000	128.97
03/06/2024	Zoro/Snow Plow Oil	101-431-4221-000	190.24
03/06/2024	Sun Control of MN/Window Treatments #331, #332 & #327	402-420-5000-000	400.00
03/06/2024	Amazon/USB Cable	101-422-4200-000	24.99
03/06/2024	Image Printing & Graphics/February UB Statements	602-495-4322-000	559.43
03/06/2024	MPSTMA/Tuition - Parks Dept	101-450-4330-000	150.00
03/06/2024	Amazon/BenQ Instashow Presentation	101-420-4240-000	949.05
03/06/2024	Costco/Department Meeting Supplies	101-420-4211-000	58.46
03/06/2024	Amazon/Screen Cleaner Spary	101-432-4211-000	18.02
03/06/2024	LTG Power/Kawasaki Pre-Mixed Gas	101-421-4211-000	79.60
03/06/2024	Costco/Department Meeting Supplies	101-421-4211-000	58.45
03/06/2024	Pollardwater/Debris Removal Tool	601-494-4240-000	312.95
03/06/2024	Amazon/Pool Reagent	202-451-4222-000	40.27
03/06/2024	Varidesk/Dual-Monitor Arms (2)	101-421-4240-000	202.50
03/06/2024	Star Thrower/Tuition - M. Sawyer	101-402-4330-000	296.25
03/06/2024	League of MN Cities/Tuition - J. Swenson	101-420-4330-000	20.00
03/06/2024	Hero247/Uniform Allowance - Z. Beddow	101-420-4370-000	103.00
03/06/2024	Hero247/Uniform Allowance - M. Carlson	101-420-4370-000	173.00
03/06/2024	Hero247/Uniform Allowance - K. Leibel	101-420-4370-000	113.00
03/06/2024	Hero247/Uniform Allowance - A. Ng	101-420-4370-000	148.00
03/06/2024	Amazon/Heavy Duty Nitrile Gloves (4)	602-495-4211-000	80.81
03/06/2024	Amazon/Lever-Nuts Inline Splicing Connector (3)	601-494-4211-000	71.43
03/06/2024	Amazon/Extension Cords, Exit Sign, Grip Tape & Plastic Film	202-451-4211-000	52.42
03/06/2024	Hero247/Uniform Allowance - M. Paulson	101-420-4370-000	145.00
03/06/2024	U.S. Bank/Rebate	101-000-3730-000	-1,590.56
03/06/2024	Open Door Remodeling/Cedar Wood for Sauna Repair	202-451-4211-000	1,390.64
03/06/2024	Amazon/Power Strips	101-420-4240-000	20.99
03/06/2024	Amazon/Post-it Notes	101-432-4200-000	35.98
Inv 3/6/2024 Total			47,641.62
120474 Total:			47,641.62
687 - U.S. Bank Visa Total:			47,641.62

Check Number		Check Date	74 Amount	
1633 - Vojtech, Nathan Line Item Account 101-416-4331-000				
120475		03/25/2024		
Inv		Q12024		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/30/2024	1st Qtr 2024 Stipend	101-416-4331-000		150.00
Inv Q12024 Total				150.00
				<hr/>
120475 Total:				150.00
				<hr/>
1633 - Vojtech, Nathan Total:				150.00
704 - W.W. Goetsch Associates, Inc. Line Item Account				
120476		03/25/2024		
Inv		112188		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
02/28/2024	Impeller Lift Station 2	602-495-4240-000		7,299.00
Inv 112188 Total				7,299.00
Inv		112189		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
02/28/2024	Impeller Lift Station 53	602-495-4240-000		7,984.00
Inv 112189 Total				7,984.00
				<hr/>
120476 Total:				15,283.00
				<hr/>
704 - W.W. Goetsch Associates, Inc. Total:				15,283.00
1104 - Walters Recycling & Refuse Line Item Account				
120477		03/25/2024		
Inv		7760921		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/10/2024	Trash & Recycling	202-451-4384-000		286.83
Inv 7760921 Total				286.83
Inv		7760991		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/10/2024	Organic Recycling	101-462-4410-000		78.79
03/10/2024	Organic Recycling	101-462-4410-000		83.34
03/10/2024	Trash & Recycling	101-432-4384-502		139.25
03/10/2024	Trash & Recycling	101-432-4384-500		348.16
03/10/2024	Organic Recycling	101-462-4410-000		98.49
03/10/2024	Trash & Recycling	101-432-4384-501		48.36
03/10/2024	Trash & Recycling	101-432-4384-503		434.79
03/10/2024	Organic Recycling	101-462-4410-000		184.46

Check Number Check Date		75 Amount
Inv 7760991 Total		1,415.64
120477 Total:		1,702.47
1104 - Walters Recycling & Refuse Total:		1,702.47
729 - Winnick Supply, Inc. Line Item Account		
120478	03/25/2024	
Inv 039664		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/16/2024	Sloan Closet Diaphragm	101-432-4211-503
		30.38
Inv 039664 Total		30.38
120478 Total:		30.38
729 - Winnick Supply, Inc. Total:		30.38
1718 - Wipperfurth, Isaac Line Item Account 101-416-4331-000		
120479	03/25/2024	
Inv Q12024		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/30/2024	1st Qtr 2024 Stipend	101-416-4331-000
		150.00
Inv Q12024 Total		150.00
120479 Total:		150.00
1718 - Wipperfurth, Isaac Total:		150.00
733 - WSB & Associates, Inc. Line Item Account		
120480	03/25/2024	
Inv R-011406-000-46		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
02/27/2024	January Natures Refuge	801-000-2314-102
		150.00
Inv R-011406-000-46 Total		150.00
Inv R-012065-000-50		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
02/27/2024	January 49 & J Lift Station, Sewer and Water Extension	406-499-4304-123
		2,872.50
Inv R-012065-000-50 Total		2,872.50
Inv R-012365-000-60		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
02/27/2024	January Lyngblomsten Site Study	801-000-2363-102
		581.75

Check Number Check Date

Inv R-012365-000-60 Total 581.75

Inv R-012469-000-60

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2024	January Eastside Villas	801-000-2302-102	205.00

Inv R-012469-000-60 Total 205.00

Inv R-014757-000-48

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2024	January Watermark 2nd Addition	801-000-2388-102	340.00

Inv R-014757-000-48 Total 340.00

Inv R-015306-000-50

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2024	January Nadeau Acres	801-000-2338-102	220.00

Inv R-015306-000-50 Total 220.00

Inv R-015628-000-44

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2024	January Watermark 3rd Addition	801-000-2355-102	470.00

Inv R-015628-000-44 Total 470.00

Inv R-016587-000-25

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2024	January Otter Crossing	801-000-2321-102	220.00

Inv R-016587-000-25 Total 220.00

Inv R-017210-000-29

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2024	January Market Place Dr Realignment	420-499-4304-141	2,575.25

Inv R-017210-000-29 Total 2,575.25

Inv R-018131-000-26

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2024	January Nadeau Acres 2nd Addition	801-000-2315-102	400.00

Inv R-018131-000-26 Total 400.00

Inv R-019485-000-24

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2024	January 2022 I35E Pipe Crossing Project	422-499-4304-145	432.00

Inv R-019485-000-24 Total 432.00

Check Number		Check Date	77 Amount	
<hr/>				
Inv	R-019565-000-24			
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
02/27/2024	January NorthPointe Gardens Estates		801-000-2361-102	1,946.00
Inv R-019565-000-24 Total				1,946.00
Inv	R-020640-000-19			
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
02/27/2024	January Watermark 5th Addition		801-000-2376-102	410.00
Inv R-020640-000-19 Total				410.00
Inv	R-020894-000-19			
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
02/27/2024	January Kwik Trip		801-000-2343-103	110.00
Inv R-020894-000-19 Total				110.00
Inv	R-021336-000-17			
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
02/27/2024	January Water Treatment Plant		406-499-4304-147	71,051.50
Inv R-021336-000-17 Total				71,051.50
Inv	R-021397-000-17			
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
02/27/2024	January 2022 Gateway Planning		301-499-4300-000	540.00
Inv R-021397-000-17 Total				540.00
Inv	R-021412-000-17			
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
02/27/2024	January Pheasant Run Reconstruction Project		487-499-4304-000	2,261.00
Inv R-021412-000-17 Total				2,261.00
Inv	R-021970-000-10			
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
02/27/2024	January Watermark 6th Addition		801-000-2377-102	110.00
Inv R-021970-000-10 Total				110.00
Inv	R-022580-000-10			
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
02/27/2024	January 2023 Surface Water Management Project		603-496-4304-000	441.00
Inv R-022580-000-10 Total				441.00
Inv	R-022658-000-10			
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
02/27/2024	January Lil Explorers Childcare Center		801-000-2394-102	150.00

Check Number Check Date		78 Amount	
Inv R-022658-000-10 Total			150.00
Inv R-023187-000-6			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2024	January 440 Park Ct - Lino Lakes Tech Center	801-000-2300-000	1,042.25
Inv R-023187-000-6 Total			1,042.25
Inv R-023584-000-6			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2024	January Otter Lake Road Extension Design & Construction	420-499-4304-156	7,218.00
Inv R-023584-000-6 Total			7,218.00
Inv R-023620-000-6			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2024	January 2024 Street Reconstruction Project	488-499-4304-000	1,446.50
Inv R-023620-000-6 Total			1,446.50
Inv R-023778-000-1			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2024	January 2024 General Engineering Services	101-417-4410-000	4,196.17
02/27/2024	January 2024 General Engineering Services	601-494-4304-000	1,144.50
02/27/2024	January 2024 General Engineering Services	603-496-4304-000	1,144.50
02/27/2024	January 2024 General Engineering Services	602-495-4304-000	1,144.50
Inv R-023778-000-1 Total			7,629.67
Inv R-023779-000-1			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2024	January 2024 Miscellaneous Escrow Account	801-000-2300-000	880.00
Inv R-023779-000-1 Total			880.00
Inv R-023780-000-1			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2024	January 2024 GPS/GIS Miscellaneous Assistance	101-416-4300-000	1,343.00
02/27/2024	January 2024 GPS/GIS Miscellaneous Assistance	421-499-4304-149	176.00
Inv R-023780-000-1 Total			1,519.00
Inv R-023781-000-1			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2024	January 2024 Private Utility Permits	101-417-4300-000	2,707.50
Inv R-023781-000-1 Total			2,707.50
Inv R-023839-000-4			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2024	January 2024 Street Rehab & Trunk Water Main Project	421-499-4304-154	36,137.50

Check Number Check Date		79 Amount	
Inv R-023839-000-4 Total			36,137.50
Inv R-023844-000-5			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2024	January 2023 Lino Lakes Pavement Management	421-499-4304-000	2,993.25
Inv R-023844-000-5 Total			2,993.25
Inv R-023889-000-4			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2024	January Woods Edge Streetscape Maintenance Checklist & Memo	101-417-4300-000	3,792.00
Inv R-023889-000-4 Total			3,792.00
Inv R-023899-000-3			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2024	January Lino Lakes Culver's	801-000-2312-103	1,107.50
Inv R-023899-000-3 Total			1,107.50
Inv R-023947-000-4			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2024	January 2024 Surface Water Management Project	603-496-4304-000	118.50
Inv R-023947-000-4 Total			118.50
Inv R-024081-000-2			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2024	January Lead Service Line Inventory Support	406-499-4304-000	5,695.00
Inv R-024081-000-2 Total			5,695.00
Inv R-024221-000-2			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2024	January 2024 General Specifications Updates	601-494-4304-000	1,138.33
02/27/2024	January 2024 General Specifications Updates	602-495-4304-000	1,138.34
02/27/2024	January 2024 General Specifications Updates	101-417-4300-000	1,138.33
Inv R-024221-000-2 Total			3,415.00
Inv R-024233-000-2			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/11/2024	January Jansen Addition	801-000-2300-000	1,712.00
Inv R-024233-000-2 Total			1,712.00
Inv R-024345-000-1			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/27/2024	January Tower Park Inclusive Play Video Animation	405-499-4300-000	6,021.00
Inv R-024345-000-1 Total			6,021.00

Check Number Check Date		80 Amount
<hr/>		
Inv	R-024407-000-1	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
02/27/2024	January 375 Apollo Dr - Sterling Plastics	801-000-2300-000
		493.00
Inv R-024407-000-1 Total		493.00
120480 Total:		<hr/> 169,413.67
733 - WSB & Associates, Inc. Total:		<hr/> 169,413.67
737 - Xtreme Custom Apparel & Promotions Line Item Account		
120481	03/25/2024	
Inv	I89651	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/13/2024	Rookery Apparel	202-451-4370-000
		510.00
Inv I89651 Total		510.00
120481 Total:		<hr/> 510.00
737 - Xtreme Custom Apparel & Promotions Total:		<hr/> 510.00
743 - Ziegler, Inc. Line Item Account		
120482	03/25/2024	
Inv	IN001392084	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/07/2024	Hydraulic Hoses for Sweeper/Dust Pan Attachment	101-431-4221-000
		113.90
Inv IN001392084 Total		113.90
120482 Total:		<hr/> 113.90
743 - Ziegler, Inc. Total:		<hr/> 113.90
Total:		<hr/> <hr/> 661,506.63 <hr/> <hr/>



Electronic Funds Transfer
MN Statute 471.38 Subd. 3

Council Meeting March 25, 2024

Transfer In/(Out)

3/5/2024 H.S.A. Employer Contribution	(5,791.52)
3/13/2024 Transfer from FRB Money Market	400,000.00
3/15/2024 Payroll #05	(215,101.01)
3/15/2024 Payroll #06 Federal Deposit	(57,310.22)
3/15/2024 Payroll #06 PERA	(57,660.02)
3/15/2024 Payroll #06 PERA - DIE Credits Bohne, McGregor	987.54
3/15/2024 Payroll #06 State	(13,075.04)
3/15/2024 Payroll #06 Child Support	(321.48)
3/15/2024 Payroll #06 H.S.A. Bank Pretax	(3,388.70)
3/15/2024 Payroll #06 TASC Pretax	(867.27)
3/15/2024 Payroll #06 Mission Sq 457 Def. Comp #301596	(2,645.00)
3/15/2024 Payroll #06 Mission Sq Roth IRA #706155	(939.23)
3/15/2024 Payroll #06 MSRS HCSP #98946-01	(5,088.25)
3/15/2024 Payroll #06 MSRS Def. Comp #98945-01	(2,985.00)
3/15/2024 Payroll #06 MSRS Roth IRA #98945-01	(779.00)
3/15/2024 Bldg Permit Surcharge	(1,964.59)
3/15/2024 Payroll #06 ACH Return R Cheesebrow	10.85
3/18/2024 Payroll #06 ACH Resent R Cheesebrow	(10.85)
3/15/2024 Payroll #06 ACH Return N Melanson	105.00
3/19/2024 Payroll #06 ACH Resent N Melanson	(105.00)
3/20/2024 Sales & Use Tax	(7,294.00)

**LINO LAKES CITY COUNCIL
WORK SESSION
MINUTES**

DATE: March 4, 2024
TIME STARTED: 6:00 PM
TIME ENDED: 8:19 PM
MEMBERS PRESENT: Councilmembers Lyden, Stoesz, Ruhland, Cavegn, Mayor Rafferty

Staff members present: City Administrator Sarah Cotton; Finance Director Hannah Lynch; Public Safety Director John Swenson; Public Safety Deputy Director Kyle Leibel; Community Development Director Michael Grochala; Public Services Director Rick DeGardner; Environmental Coordinator Andy Nelson.

Prior to getting underway with the Work Session agenda items, Mayor Rafferty read a letter submitted by local seniors who have requested that the City allow for additional senior events at The Rookery. The letter has been attached to these minutes.

1. Centerville Lake Aluminum Sulfate Treatment

Environmental Coordinator Andy Nelson and Matt Kocian with Rice Creek Watershed District (RCWSD) presented to Council on a recently awarded grant in the amount of \$954,500 which will be used for improving water quality in Centerville Lake. The majority of these funds will be used for alum treatments that will address internal phosphorous loading that has been responsible for algae blooms and other water quality issues. RCWSD is seeking funding from the grant partners (Lino Lakes, Centerville, and Anoka County) in an amount of 3% of the total project budget or approximately \$35,000 per partner as a grant match; RCWSD will contribute 5% or approximately \$50,000 to the project. Mr. Kocian noted these amounts are “not to exceed” amounts.

Mr. Kocian provided an overview of the need for the alum treatment as well as projects that have already been implemented to enhance and improve lake quality, and the plans for implementing the alum treatment.

Councilmember Cavegn commented that the Centerville Lake Association spoke to Council recently on this and stated they were raising money for an alum treatment; Kocian said that RCWSD has not approached the Lake Association for a contribution toward this project. Councilmember Cavegn recommended that RCWSD approach the Lake Association to inquire about funding contributions.

Mr. Kocian noted that there has been consideration given to setting up a special taxing district as well which would support a booster treatment in 10-12 years. Councilmember Ruhland

suggested that the special taxing district moves forward. Mr. Kocian noted that they board wishes to obtain monitoring data prior to making any final decisions.

Councilmember Lyden asked Mr. Kocian to discuss how committed the other grant partners are to this project. Mr. Kocian said he has met with the other partners and all have expressed support for the project. The next step is a reimbursement/cost-share agreement which will be provided to the partners. He also noted a public meeting will be scheduled in early April and he will be asking the partners to help advertise and promote the meeting and project

Councilmember Ruhland stressed the importance of reducing the financial burden on the residents and redirecting the impact toward the Lake Association. He did confirm that he is in support of the project and being a grant partner.

Community Development Director noted that if Council moves forward with funding for this project, the funds would come from the Surface Water Management Fund.

Mayor Rafferty stated that he would like to discuss this further at a second work session before a decision is made as he has concerns about potential future requests.

Councilmember Stoesz said that his concerns is priority: He would like to know what other project may be impacted if these funds are directed to this project. He would like to have full understanding of the financial impact.

Christopher Stowe, 426 Pine Street, provided comments about a lake in Wisconsin. He said that the people on the lake should be paying; the tax money by residents would be paying for this. He said the money should be from Centerville and that this is a waste of his money.

2. Environmental Board Annual Goals

Environmental Coordinator Andy Nelson presented the 2024 annual work plan put forward by the Environmental Board including initiatives concerning current environmental issues in the major areas of focus of the Environmental Board, including wildlife, forestry, natural resources, water, and solid waste management.

3. Utility Meter Reading Equipment Hardware and Customer Portal

Community Development Director Michael Grochala brought back for discussion the purchase of utility meter reading software that was tabled on December 11, 2023. He recalled for Council the basis for the item being tabled, specifically, Council concerns related to use of the software for code enforcement particularly related to water use and lawn sprinkling. He advised that neither the data collected nor the software can be used to specifically identify a code violation, such as watering during prohibited times or prohibited days. The software cannot identify how water is being used. It can, however, serve as an indicator of above-normal water use which is an aid in detecting leaks. He proposed the following policy criteria for Council consideration:

1) Data may be used to support inquiries to ensure compliance or initiate additional review.

2) No citation may be issued directly from use of data. Any potential code enforcement violations must be independently verified by other means including but not limited to visual identification of offense in the field.

Councilmember Lyden asked for details on who specifically would be the staff independently verifying violations. Director Grochala indicated it would typically be utility staff and possibly building inspectors. Public Services Director Rick DeGardner added that any verification would typically be taking place during the course of normal work staff would not be out seeking violations.

Director Grochala advised that staff is continuing to evaluate some additional software and will bring something forward in late April or May.

4. Mountain Manufacturing Expansion

Community Development Director Michael Grochala City presented on the proposed facility expansion of Mountain Manufacturing Technologies (400 Apollo Drive). In January, the EDA acquired a parcel adjacent to the property then conveyed the same property to facilitate the expansion project. Mountain Manufacturing is now requesting conveyance of adjacent unused parcels to the north and northeast of their property to allow for the required parking at the facility. Parcel 17-31-22-2-0013 is not buildable on its own and has a market value of \$13,000. Based on the new tax based to be realized by this project, Director Grochala will be recommending transfer of the parcel at a nominal cost. Mountain Manufacturing has proposed to cover legal and administrative costs. Director Grochala advised that if Council is agreeable, he will bring this to the Economic Development Advisory Committee and following their review, will forward a request for Council's consideration in April.

5. Rookery Financial Update

Finance Director Hannah Lynch provided an update on the financials related to The Rookery Activity Center as staff works on closing the books on 2023 which was the first full fiscal year for the center. She reviewed the budget documentation provided in the packet including the projected deficit. She recommended Council consider relieving the deficit via a transfer from the General Fund to the Rookery Activity Fund.

City Administrator Sarah Cotton provided details on current membership levels, noting a 29% increase in memberships and a 32% increase in members and notably, an increase in membership fee revenue in the amount of \$39,000 in the first two months of 2024. Administrator Cotton provided some additional statistics, including:

- Monthly Membership Fee Revenue: 26% increase (02/2023 versus 02/2024)
- Annual Membership Fee Revenue: 24% increase (02/2023 versus 02/2024)
- Programming Revenue: 106% increase (02/2023 versus 02/2024)

Administrator Cotton also highlighted staffing adjustments and staffing reevaluations that are taking place; specifically, she noted that the Activity Center Director position will likely remain vacant for the year, resulting in a savings of \$120,000 and that changes in the aquatics department could realize additional savings of \$20,000-\$30,000 per year.

Councilmember Cavegn noted concerns that many residents he interacts with still tell him they have no idea about The Rookery. Public Services Director Rick DeGardner agreed that awareness remains a challenge regardless of significant staff efforts to inform residents of the benefits of membership at The Rookery. He noted that one of the areas staff has struggled is with coordinating with the school districts to get membership information out to students and families. Director DeGardner highlighted some marketing efforts that are currently underway.

Councilmember Stoesz inquired about extended the resident benefit to residents of Centerville. Administrator Cotton informally ran through current resident versus non-resident membership details and extrapolated from that the possible financial impact of extended resident member discounts outside of the City.

Councilmember Ruhland inquired about future expansion and the possibility of adding pickleball courts and pickleball memberships given the popularity and bookings at places such as Smash Park; he added that it would make The Rookery as a destination as well. Director DeGardner said that he believes the membership base needs to increase first before the City moves forward with formal expansion plans.

Council concurred to bringing forward a transfer request consistent with Director Lynch's recommendation.

6. Repurposing of Police Division Administrative Vehicle

Public Safety Director John Swenson and Deputy Director Kyle Leibel provided some background on Public Safety administrative vehicles, noting the 2023 budget decision that Police Admin Vehicle 397 would be replaced as part of the capital replacement plan and that Vehicle 397 would be repurposed and transferred to Public Services for use by various City staff) This Public Services Shared Vehicle would be used by custodial and maintenance, elections, environmental, and administrative staff to conduct City business. If the vehicle is available for use, it would be the expectation that staff use this vehicle instead of a personal vehicle and requesting mileage reimbursement. After further evaluation of the vehicles, it is recommended that Vehicle 301 be repurposed for use by City staff and Vehicles 397 and 398 be sold.

Mayor Rafferty voiced concerns that the reimbursements paid to staff for mileage may not support the cost of maintaining one of these vehicles for staff use. Councilmember Ruhland provided an example that if staff were reimbursed for 100,000 at the Federal rate, the city would be paying out \$67,000 in mileage reimbursement.

City Administrator Sarah Cotton noted that at the present time, Vehicle 503 is available to staff to use but only temporarily as it is designated to the vacant utilities position; the availability of this vehicle has reduced reimbursement requests which will increase significantly if there is not a vehicle available for staff to use to conduct their daily work. Community Development Director Michael Grochala provided further examples of the ways that staff use the vehicle.

Councilmember Stoesz asked what employees are required to provide when driving a city vehicle. Administrator Cotton advised that the City covers insurance but that any employee who may be asked to operate a city vehicle is required to provide proof of a valid drivers license.

City Council concurred with repurposing Vehicle 301 for staff use and selling Vehicles 397 and 398.

7. HF 4009/SF 3964 “Missing Middle Housing” Bill

City Administrator Sarah Cotton provided a brief update on pending legislation which may have an impact on local control related to zoning and land use preemption provisions. She noted that the bills are moving quickly through committees and gaining traction; she encouraged Councilmember and residents to reach out to the state legislators with concerns.

8. Council Updates on Boards/Commissions, City Council

Mayor Rafferty provided an update on a recent Vadnais Lake Area Water Management Organization (VLAWMO) meeting and a grant opportunity that was discussed related to smart irrigation controllers.

Councilmember Ruhland asked for updates on various projects; Community Development Director Grochala provided brief updates.

Councilmember Stoesz suggested that several Councilmembers be designated to attend to Blue Heron Days.

9. Adjourn

The Work session was concluded at 8:19 PM.

These minutes were considered and approved at the regular Council Meeting on March 25, 2024.

Jolleen Chaika, City Clerk

Rob Rafferty, Mayor

January 23, 2024

Mayor Rob Rafferty

City of Lino Lakes

600 Town Center Parkway,

Lino Lakes, MN 55014

31

Dear Mayor Rafferty:

The undersigned are interested in the City of Lino Lakes re-creating a Senior Center. The Rookery has done a wonderful job making seniors feel at home, but we would love to have monthly potlucks and occasional outings and speakers.

Surrounding communities have active senior groups, and Lino Lakes did at one time also have an active group. It was disbanded as the building in which they met fell into disrepair and needed to be closed. The Rookery has the space to serve in this capacity. While we are not an officially sanctioned group and do not have the resources to determine how many people would participate in such activities, we believe there would be seniors who would if activities were publicized in the media.

Thank you for taking our request under consideration.

Dee Langston [REDACTED] (co-chair)

Mike Keller [REDACTED]

Karen Thompson [REDACTED]

NANN ASHTON [REDACTED]

Jan Barrett [REDACTED]

Lynn Petzoldt [REDACTED]

Mary Rowe [REDACTED]

Sharon Krang [REDACTED]

Mary Stanton [REDACTED]

Margie Robinson

Mary Spiess

Paula Johnson

Pat Meuwissen

Maria Drackert

Diane Cable

Linda Ramnarine

Diane Gilbertson

Nancy Richter

Jean Zondlo

Sharon Foster

JOSEPH HOLIDAY

GARY L MANN

Polney Thompson


Bob & Mary

Karen Moorman

Dan & Cathy Wetmore

Bob and Mary

ma Bakso
Carole Adams
Thom Rye



**LINO LAKES CITY COUNCIL
WORK SESSION
MINUTES**

DATE: March 11, 2024
TIME STARTED: 6:00 PM
TIME ENDED: 6:21 PM
MEMBERS PRESENT: Councilmembers Stoesz, Lyden, Ruhland, Cavegn, Mayor Rafferty

Staff Members Present: City Administrator Sarah Cotton; Police Captain William Owens; City Clerk Jolleen Chaika.

1. Review Regular Agenda

Mayor Rafferty reviewed the meeting agenda. Staff provided an overview of agenda items.

The work session concluded at 6:18 PM.

These minutes were considered and approved at the regular Council Meeting on March 25, 2024.

Jolleen Chaika, City Clerk

Rob Rafferty, Mayor

LINO LAKES CITY COUNCIL REGULAR MEETING MINUTES

DATE: March 11, 2024
TIME STARTED: 6:30 PM
TIME ENDED: 6:44 PM
MEMBERS PRESENT: Councilmembers, Lyden, Stoesz, Ruhland, Cavegn, Mayor Rafferty

Staff members present: City Administrator Sarah Cotton; Deputy Director of Public Safety Dan L'Allier; Police Captain William Owens; City Clerk Jolleen Chaika.

The meeting was called to order by Mayor Rafferty at 6:30 PM.

PUBLIC COMMENT

No public comment was received and public comment was closed at 6:32 PM.

SPECIAL PRESENTATION

Deputy Director of Public Safety Dan L'Allier introduced new firefighters Tyler Moore, Ryan Olson, Joshua Rouse, and Sam Sampey to the City of Lino Lakes. Mayor Rafferty issued the Oath of Fire Service to each.

Following the swearing in of the new firefighters, and in observance of the retirement of District Fire Chief Craig Menne was recognized for his 20 years of service. Mayor Rafferty presented District Chief with a plaque to commemorate his career and public service.

SETTING THE AGENDA

The agenda was accepted as presented.

1. CONSENT AGENDA

- A. Consider Approval of Expenditures for March 11, 2024 (Check No. 120313 through 120389) in the Amount of \$571,471.72
- B. Consider Approval of February 26, 2024 Work Session Minutes
- C. Consider Approval of February 26, 2024 Council Meeting Minutes
- D. Consider Approval of the Hiring of Part-Time Staff for the Rookery Activity Center
- E. 2024 Board and Committee Appointments
- F. Approval of Exempt Gambling Permit for St. Joseph of the Lake Church
- G. Consider Resolution No. 24-18, Approving Transfer to the Rookery Activity Center

Prior to Council action on the Consent Agenda, Councilmember Lyden offered comments related to Consent Agenda Item 1E: 2024 Board and Committee Appointments. He recalled that there

were 15 applicants for the various board vacancies and that Council had a collaborative discussion following the interviews held at Special Work Sessions. He advised that he found it striking that following the collaborative discussion, three councilmembers withdrew their support from a candidate that he believed they were all in agreement to appoint and then voted to appoint a member that was not discussed for appointment. Councilmember Lyden advised that he has concerns that there had been a violation of Open Meeting Law due to possible serial meetings being conducted. He thanked Councilmember Cavegn for his honesty and integrity.

i. Motion to: Approve Consent Agenda Items 1A – 1G.

RESULT:	CARRIED [4-0]
MOVER:	Stoesz
SECONDER:	Ruhland
AYES:	Cavegn, Stoesz, Ruhland, Rafferty
ABSTAIN:	Lyden

Following the Consent Agenda, Mayor Rafferty passed out a booklet with a 2014 staff report and fire analysis. He asked that Council consider a motion to add a discussion of the analysis to the next Work Session agenda.

i. Motion to: Add discussion of 2014 Fire Analysis to the next Work Session agenda.

RESULT:	CARRIED [5-0]
MOVER:	Lyden
SECONDER:	Ruhland
AYES:	Lyden, Ruhland, Cavegn, Stoesz, Rafferty

ADJOURNMENT

Mayor Rafferty reviewed the Community Calendar as presented on the Agenda. With no further business before the Council, the meeting was adjourned by Mayor Rafferty at 6:44 PM.

These minutes were considered and approved at the regular Council Meeting on March 25, 2024.

Jolleen Chaika, City Clerk

Rob Rafferty, Mayor

**CITY COUNCIL
REGULAR MEETING STAFF REPORT
AGENDA ITEM 1E**

STAFF ORIGINATOR: Meg Sawyer, Human Resources and Communications Manager

MEETING DATE: March 25, 2024

TOPIC: Approval of the Hiring of Part-Time Staff for the Rookery Activity Center

VOTE REQUIRED: 3/5

INTRODUCTION

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

BACKGROUND

Staff is seeking approval to hire part-time personnel to work at The Rookery. The recruiting process has identified candidates that will be a great addition to our staff at The Rookery.

RECOMMENDATION

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

First Name	Last Name	Title
Caleb	Melser	Lifeguard

Start dates vary based on position and training schedule.

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

**CITY COUNCIL
REGULAR MEETING STAFF REPORT
AGENDA ITEM 1F**

STAFF ORIGINATOR: Jolleen Chaika, City Clerk

MEETING DATE: March 25, 2024

TOPIC: Resolution 24-21: Solicitor Permit, Legacy Restoration

VOTE REQUIRED: Simple Majority

INTRODUCTION

Legacy Restoration, located at 15350 25th Avenue North, Ste. 114, Plymouth, Minnesota has submitted a solicitor's permit application to the City Clerk's office.

The company representatives proposed to conduct solicitation in Lino Lakes are: Rick Brambrink and Jamiya Walker.

The company representatives plan to travel through Lino Lakes' neighborhoods, going door-to-door offering exterior renovations for roofing, siding, windows, and gutters and will offer free exterior inspections to potential clients.

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

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

The application, along with all supporting documentation, is on file in the City Clerk's office for review.

RECOMMENDATION

Approve Resolution No. 24-21, authorizing the issuance of a Solicitor Permit to Legacy Restoration for a period of six (6) months, commencing March 26, 2024.

ATTACHMENTS

Resolution 24-21

**CITY OF LINO LAKES
RESOLUTION NO. 24-21**

APPROVING A SOLICITOR LICENSE LEGACY RESTORATION

WHEREAS, Legacy Restoration, located in Plymouth, Minnesota, has applied for a solicitor license request a license to allow Rick Brambrink and Jamiya Walker to solicit within the City of Lino Lakes; and,

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

WHEREAS, the Lino Lakes Public Safety Department has conducted a background check on both individuals who will be working in Lino Lakes and no reason was found to deny the license application;

NOW, THEREFORE, BE IT RESOLVED by the City Council of Lino Lakes, Minnesota hereby approves the request of Legacy Restoration to solicit throughout Lino Lakes for a period six (6) months, effective March 26, 2024 – September 26, 2024.

Adopted by the City Council of the City of Lino Lakes this 25th day of March, 2024.

Rob Rafferty, Mayor

ATTEST:

Jolleen Chaika, City Clerk

**CITY COUNCIL
REGULAR MEETING STAFF REPORT
AGENDA ITEM 1G**

STAFF ORIGINATOR: Diane Hankee, City Engineer

MEETING DATE: March 25, 2024

TOPIC: Consider Resolution No. 24-19 Approving Certificate of Completion, DRF Lino Eye Building (Associated Eye Care)

VOTE REQUIRED: 3/5

INTRODUCTION

Staff is requesting City Council approval for the certificate of completion for the DRF Lino Eye Building project.

BACKGROUND

On January 10, 2022, the City entered into a site performance agreement with DRF Lino Eye Building for the Associated Eye Care project. The project is located off of 24th Ave and Rosemary Way. Section XV of the site performance agreement states that upon acceptance of the Developer Improvements the City and Developer will enter into a Certificate of Completion. The project has been accepted and they have received their Certificate of Occupancy.

RECOMMENDATION

Staff is recommending the City Council approve Resolution 24-19 approving the certificate of completion for the DRF Lino Eye Building project.

ATTACHMENTS

1. Resolution No. 24-19
2. Certificate of Completion

**CITY OF LINO LAKES
RESOLUTION NO. 24-19**

**APPROVING CERTIFICATE OF COMPLETION FOR DRF LINO EYE BUILDING
PROJECT**

WHEREAS, On January 10, 2022 the City entered into a site performance agreement with DRF Lino Eye Building for the Associated Eye Care project ; and

WHEREAS, Section XV of the site performance agreement states that upon acceptance of the Developer Improvements the City and Developer will enter into a Certificate of Completion; and

WHEREAS, The project has been accepted by the City.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lino Lakes approves the Certificate of Completion for DRF Lino Eye Building project and the Mayor and City Clerk are authorized to execute such agreements on behalf of the City.

Adopted by the Council of the City of Lino Lakes this 25th day of March, 2024.

Rob Rafferty, Mayor

ATTEST:

Jolleen Chaika, City Clerk

CERTIFICATE OF COMPLETION

THIS CERTIFICATE OF COMPLETION (the “**Certificate**”) hereby certifies that the CITY OF LINO LAKES, a Minnesota Municipal corporation (“**City**”), and DRF LINO EYE BUILDING LLC, a Minnesota limited liability company (“**Developer**”), acknowledge and agree: (i) all obligations of Developer set forth in the Site Improvement Performance Agreement, dated February 10, 2022, recorded February 16, 2022, as Document No. 2356305.003 with the Anoka County Property Records and Taxation Property Tax Administrator and Recorder (“**Agreement**”), regarding certain real property located at 2380 Rosemary Way, Lino Lakes, Minnesota, as legally described on **Exhibit A**, have been satisfied and accepted by the City, and (ii) the Agreement shall terminate as of the date of this Certificate and the Agreement shall be of no further force and effect.

IN WITNESS WHEREOF, the undersigned has executed and issued this Certificate as of the _____ day of March, 2024.

[Signature Pages to Follow]

CITY:

CITY OF LINO LAKES,
a Minnesota municipal corporation

By: _____
Name: _____
Its: Mayor

ATTEST:

By: _____
Name: _____
Its: _____

STATE OF MINNESOTA)
) SS
COUNTY OF ANOKA)

Personally came before me this ____ day of March, 2024, the above-named _____, in his/her capacity as Mayor of the City of Lino Lakes, a Minnesota municipal corporation, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Notary Public
Printed Name: _____
My Commission Expires: _____

STATE OF MINNESOTA)
) SS
COUNTY OF ANOKA)

Personally came before me this ____ day of March, 2024, the above-named _____, in his/her capacity as _____ of the City of Lino Lakes, a Minnesota municipal corporation, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Notary Public
Printed Name: _____
My Commission Expires: _____

DEVELOPER:

DRF LINO EYE BUILDING LLC,
a Minnesota limited liability company

By: _____
Name: _____
Its: _____

STATE OF _____)
) SS
COUNTY OF _____)

Personally came before me this ____ day of March, 2024, the above-named _____, in his capacity as _____ of DRF Lino Eye Building LLC, a Minnesota limited liability company, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Notary Public
Printed Name: _____
My Commission Expires: _____

Exhibit A

Real property in the City of Lino Lakes, County of Anoka, State of Minnesota, described as follows:

Lot 1, Block 1, Belland Farms, Anoka County, Minnesota.

(Abstract Property)

Tax Key No.: 24-31-22-11-0012

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

STAFF ORIGINATOR: Diane Hankee, PE City Engineer

MEETING DATE: March 25, 2024

TOPIC: Consider Resolution 24-20, Order Project, Approve the Plans and Specifications and Authorize the Ad for Bid, 2024 Rejuvenator Project

VOTE REQUIRED: 3/5

INTRODUCTION

Staff is requesting Council approval to Order the Project, Approve the Plans and Specifications, and Authorize the Advertisement for Bids for the 2024 Rejuvenator Project.

BACKGROUND

The City's 2024 Pavement Management Program includes a Street Rehabilitation Project and a Street Maintenance Project. The Council awarded the Street Rehabilitation Project construction contract at the February 12, 2024 Council meeting. The Street Maintenance Project includes applying a maltene-based asphalt rejuvenator. Rejuvenators are a new product many Cities are using in lieu of seal coating the City has completed three rejuvenator projects the past. As a third project in 2024 staff is coordinating a crack fill project. The rejuvenator maintenance project includes the following:

Area A: 4th Ave

Area B: Forsham Lake Dr, Stage Coach Tr, Post Rd

Area C: W Shadow Lake, Shadow Ct , Sandpiper Dr,

Area D: Fox Rd

Area E: Joyer Ln, Karth Rd, Talle Ln, Canfield, Gaage Ln

Area F: Dogwood St, Ivywood Ave, Butternut St

Area G: 21st Ave, Crane Dr, Balsam Way, Diamond Ln, Forest, Eden Cir, Emily Cir, Watermark Way, Harriet Ln, Geneva Ct, Itasca Cir, Johanna Cir, Cass Dr, Ada Dr, Bay Dr, Jasper Ct, Island Ct, Heron Ct, Gull Dr, Dora Dr, Elmo Ct, Fall Dr

The estimated total project cost including contingency and overhead is \$223,000. The project is funded through the Pavement Management Funds.

The estimated schedule for the project:

Order Imprv, Approve Plans and Spec, Authorize Ad for Bids	March 25, 2024
City Opens Bids	April 17, 2024
City Council Awards Contract	April 22, 2024
Construction Begins	May-August 2024
Final Completion	August 2024

RECOMMENDATION

Staff is recommending approval of Resolution No. 24-20, Order Project, Approve the Plans and Specifications, and Authorize the Ad for Bid for the 2024 Rejuvenator Project.

ATTACHMENTS

1. Resolution No. 24-20
2. Project Location Map

**CITY OF LINO LAKES
RESOLUTION NO. 24-20**

**RESOLUTION ORDER PROJECT, APPROVE PLANS AND SPECIFICATIONS, AND
AUTHORIZE ADVERTISEMENT FOR BIDS FOR 2024 REJUVENATOR PROJECT**

WHEREAS, the City Engineer has prepared plans and specifications for the 2024 Rejuvenator Project. Project plans and specifications have been presented to the City Council for approval.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Lino Lakes, Minnesota that the 2024 Rejuvenator Project is ordered and the plans and specifications are ordered, a copy of which is on file at City hall. The City Engineer is directed to advertise for bids, and provide bidding administration.

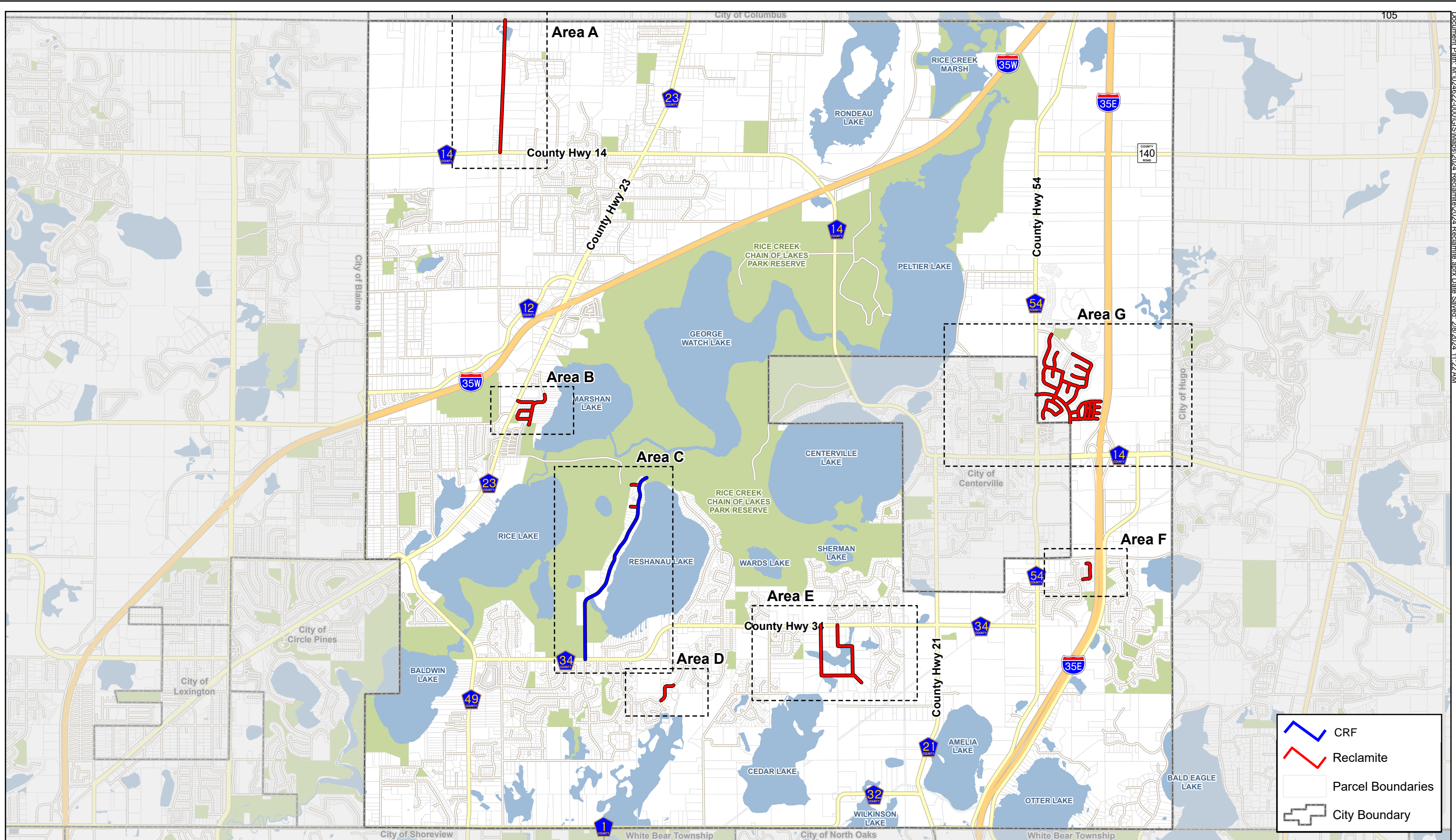
The City Clerk shall prepare and cause to be inserted in the official paper and in Finance and Commerce an advertisement for bids for the making of such improvement under such approved plans and specifications. The advertisement shall be published for two weeks, shall specify the work to be done, shall state that bids will be received by the Clerk, at which time they will be publicly opened at the City Hall by the City Clerk and Engineer, will then be tabulated, and will be considered by the Council at 6:30 p.m. on April 22nd, 2024, in the Council chambers of the City Hall. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council on the issue of responsibility. No bids will be considered unless sealed and filed with the Clerk and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the Clerk for five (5) percent of the amount of such bid.

Adopted by the City Council of the City of Lino Lakes this 25th day of March, 2024.

Rob Rafferty, Mayor

ATTEST:

Jolleen Chaika, City Clerk



2024 Rejuvenator
General Layout
City of Lino Lakes, Minnesota



0 3,500
Feet
1 inch = 3,500 Ft

