



CITY COUNCIL AGENDA

• MEETING •

Monday, April 22, 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 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)*
- Setting the Agenda: Addition or deletion of agenda items

PROCLAMATION/SPECIAL PRESENTATION

Arbor Day Proclamation
Public Safety Life Saving Award Presentation

1. CONSENT AGENDA

- A. Consider Approval of Expenditures for April 22, 2024 (Check No. 120553 through 120635) in the Amount of \$669,949.91
- B. Consider Approval of March 25, 2024 Council Meeting Minutes
- C. Consider Approval of April 8, 2024 Work Session Minutes
- D. Consider Approval of April 8, 2024 Council Meeting Minutes
- E. Consider Approval of the Hiring of Part-Time Staff for the Rookery Activity Center

2. FINANCE DEPARTMENT REPORT

No Report

3. ADMINISTRATION DEPARTMENT REPORT

No Report

4. PUBLIC SAFETY DEPARTMENT REPORT

No Report

5. PUBLIC SERVICES DEPARTMENT REPORT

- A. Consider Resolution No. 24-22, Accepting Quotes and Awarding a Construction Contract, 2024 Trail Maintenance Project, Veronica Kubicek WSB Project Engineer

6. COMMUNITY DEVELOPMENT REPORT

- A. Consider Resolution No. 24-44, Approving Centerville Lake Alum Treatment Cost-Share Agreement with Rice Creek Watershed District, Andy Nelson
- B. Consider Resolution No. 24-42, Accepting Quotes and Awarding a Contract for 2024 Spring Boulevard Tree Planting, Andy Nelson
- C. Consider Resolution No. 24-37, Accepting Bids and Awarding a Construction Contract, 2024 Rejuvenator Project, Veronica Kubicek WSB Project Engineer
- D. Consider Resolution No. 24-38, Approving the CSAH 49/CRJ Reconstruction Project Joint Powers Agreement with the City of Shoreview, Michael Grochala
- E. Consider Resolution No. 24-39, Ordering Project, Approving Plans, Authorizing Ad For Bids, Decorative Lighting for the CSAH 49/CRJ Roundabout Project, Michael Grochala
- F. 440 Park Court (Lino Lakes Tech Center & Storage Facility), Katie Larsen
 - i. Consider Resolution No. 24-34 Approving Conditional Use Permit for Two (2) or More Principal Buildings
 - ii. Consider Resolution No. 24-35 Approving Parking Deferment Agreement
 - iii. Consider Resolution No. 24-36 Approving Site Improvement Performance Agreement
- G. Jansen Addition, Katie Larsen
 - i. Consider Resolution No. 24-40 Approving Final Plat
 - ii. Consider Resolution No. 24-41 Approving Development Agreement
- H. Water Treatment Plant Funding, Michael Grochala
 - i. Consider Resolution No. 24-43, Authorizing Minnesota Public Facilities Authority Application for Water Treatment Plant Grant Agreement
 - ii. Consider Resolution No. 24-45, Authorizing Minnesota Public Facilities Authority Application for Water Treatment Plant Loan Agreement

7. UNFINISHED BUSINESS

None

8. NEW BUSINESS

None

Adjournment

Community Calendar – A Look Ahead

April 23, 2024 through May 6, 2024

- Wednesday, April 24: Environmental Board Meeting
- Monday, April 29: Special City Council Work Session
- Monday, May 6: Local Board of Appeal and Equalization Meeting
- Monday, May 6: City Council Work Session



PROCLAMATION
ARBOR DAY - TREE CITY USA

- WHEREAS,** Arbor Day provides an opportunity to celebrate the importance of trees and forests to our economy, culture, history, and future of the state; and
- WHEREAS,** Trees are of great value as they provide clean air and water, shade and energy savings, wildlife habitat, recreational opportunities, wood products, and jobs, while also capturing and storing carbon from the atmosphere, thereby offsetting greenhouse gas emissions; and
- WHEREAS,** Properly planting and caring for a diverse mix of trees makes community forests more resilient by minimizing the impacts of diseases, insects, and other stressors and providing long-term community environmental benefits; and
- WHEREAS,** Thoughtfully choosing, planting, and caring for a diverse mix of trees now supports resilient communities into the future.

NOW THEREFORE, I, Rob Rafferty, Mayor of the City of Lino Lakes, do hereby proclaim Friday, April 26th, 2024 as Arbor Day in the City of Lino Lakes.

Dated the 22nd day of April, 2024

Rob Rafferty, Mayor

Attest: Hannah Lynch, City Clerk



Expenditures

April 22, 2024

Check #120553 to #120635

\$669,949.91

Accounts Payable

Check Detail

User: jessica.eller
 Printed: 04/17/2024 - 1:06PM



Check Number	Check Date	Amount
967 - AARP Line Item Account		
120557	04/22/2024	
Inv	3/18/2024	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/18/2024	AARP Driver Safety Course	202-451-4412-000
		160.00
Inv 3/18/2024 Total		160.00
120557 Total:		160.00
967 - AARP Total:		160.00
13 - AFLAC Line Item Account 101-000-2040-000		
120558	04/22/2024	
Inv	685602	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/12/2024	April Insurance Premiums	101-000-2040-000
		361.30
Inv 685602 Total		361.30
120558 Total:		361.30
13 - AFLAC Total:		361.30
14 - AFSCME Council #5 Line Item Account 101-000-2040-000		
120556	04/12/2024	
Inv		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/10/2024	PR Batch 00002.04.2024 Union Dues AFSCME	101-000-2040-000
		412.51
Inv Total		412.51
120556 Total:		412.51
14 - AFSCME Council #5 Total:		412.51
1979 - All Safe Global Line Item Account		
120559	04/22/2024	

Check Number Check Date		7 Amount	
Inv 214150			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/29/2024	Fire Extinguisher Service Call	101-420-4410-000	215.42
Inv 214150 Total			215.42
120559 Total:			215.42
1979 - All Safe Global Total:			215.42
42 - Anoka County Property Records & Taxation Line Item Account			
120560 04/22/2024			
Inv 23-44507			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/21/2023	Resolution 23-111 Kavan Tree Farm CUP	801-000-2300-000	46.00
11/21/2023	Resolution 23-101 CUP Amendment	801-000-2345-103	46.00
Inv 23-44507 Total			92.00
120560 Total:			92.00
42 - Anoka County Property Records & Taxation Total:			92.00
54 - Aspen Mills, Inc. Line Item Account			
120561 04/22/2024			
Inv 330879			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/03/2024	Dept Exp - K. McKinney	101-420-4370-000	117.80
Inv 330879 Total			117.80
120561 Total:			117.80
54 - Aspen Mills, Inc. Total:			117.80
1028 - Baycom, Inc. Line Item Account			
120562 04/22/2024			
Inv EQUIPINV_048692			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2024	Toughbooks (3), Docking Stations (3) & Batteries (3)	101-420-4240-000	10,602.00
Inv EQUIPINV_048692 Total			10,602.00
Inv EQUIPINV_048730			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/28/2024	Power Adapter	101-420-4240-000	219.00
Inv EQUIPINV_048730 Total			219.00

Check Number Check Date		8 Amount
120562 Total:		10,821.00
1028 - Baycom, Inc. Total:		10,821.00
85 - Bluetarp Financial, Inc. Line Item Account		
120563	04/22/2024	
Inv	541201095243837	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/04/2024	Chains, Binders & Tool Box #712	402-431-5000-000
		940.37
Inv 541201095243837 Total		940.37
120563 Total:		940.37
85 - Bluetarp Financial, Inc. Total:		940.37
2123 - BS&A Software LLC Line Item Account		
120564	04/22/2024	
Inv	152633	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/10/2024	Software & Services for BS&A Cloud	301-499-4910-000
		23,705.00
04/10/2024	Software & Services for BS&A Cloud	403-407-4300-000
		123,705.00
04/10/2024	Software & Services for BS&A Cloud	101-499-4910-000
		100,000.00
04/10/2024	Software & Services for BS&A Cloud	403-000-3920-000
		-123,705.00
Inv 152633 Total		123,705.00
120564 Total:		123,705.00
2123 - BS&A Software LLC Total:		123,705.00
100 - Bureau of Criminal Apprehension Line Item Account		
120553	04/08/2024	
Inv	4/5/2024	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/05/2024	Background Check - B. Searles	101-421-4410-000
		33.25
Inv 4/5/2024 Total		33.25
120553 Total:		33.25
120565	04/22/2024	
Inv	4/15/2024	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/15/2024	Background Check - J. Ollendick	101-421-4410-000
		33.25

Check Number Check Date		9 Amount
Inv 4/15/2024 Total		33.25
120565 Total:		33.25
100 - Bureau of Criminal Apprehension Total:		66.50
115 - Centennial Utilities Line Item Account		
120566	04/22/2024	
Inv	March 2024	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/31/2024	Natural Gas	101-450-4383-000 116.66
03/31/2024	Natural Gas	101-432-4383-503 2,663.79
03/31/2024	Natural Gas	602-495-4383-000 20.80
03/31/2024	Natural Gas	602-495-4383-000 23.10
03/31/2024	Natural Gas	202-451-4383-000 4,490.78
03/31/2024	Natural Gas	101-450-4383-000 152.69
Inv March 2024 Total		7,467.82
120566 Total:		7,467.82
115 - Centennial Utilities Total:		7,467.82
116 - CenterPoint Energy Line Item Account		
120567	04/22/2024	
Inv	March 2024	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/28/2024	Natural Gas	101-432-4383-502 846.89
03/28/2024	Natural Gas	602-495-4383-000 136.19
03/28/2024	Natural Gas	101-432-4383-501 361.90
03/28/2024	Natural Gas	101-450-4383-000 174.37
03/28/2024	Natural Gas	101-432-4383-500 850.82
03/28/2024	Natural Gas	601-494-4383-000 522.45
Inv March 2024 Total		2,892.62
120567 Total:		2,892.62
116 - CenterPoint Energy Total:		2,892.62
2121 - Centerville Lions Club Line Item Account		
120568	04/22/2024	
Inv	4/4/2024	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/04/2024	Refund of Permit Fees for 2024 Ice Fishing Event (Cancelled)	101-000-3201-000 60.00
Inv 4/4/2024 Total		60.00

Check Number	Check Date	10 Amount
120568 Total:		60.00
2121 - Centerville Lions Club Total:		60.00
121 - CenturyLink Line Item Account 101-432-4321-503		
120569	04/22/2024	
Inv	333266979	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/10/2024	Phone & Internet Services	202-451-4321-000
		64.51
Inv 333266979 Total		64.51
Inv	333786176	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/10/2024	Pool Emergency Phone Services	202-451-4321-000
		136.54
Inv 333786176 Total		136.54
Inv	334027044	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/10/2024	Phone & Internet Services	101-432-4321-503
		65.97
Inv 334027044 Total		65.97
120569 Total:		267.02
121 - CenturyLink Total:		267.02
137 - City of Shoreview Line Item Account		
120570	04/22/2024	
Inv	Q12024	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/31/2024	1st Qtr 2024 Utilities	601-494-4382-000
		1,831.23
03/31/2024	1st Qtr 2024 Utilities	602-495-4382-000
		130.65
03/31/2024	1st Qtr 2024 Utilities	601-000-2140-000
		17.01
Inv Q12024 Total		1,978.89
120570 Total:		1,978.89
137 - City of Shoreview Total:		1,978.89
761 - Comcast Line Item Account 101-432-4321-502		
120571	04/22/2024	
Inv	0163083	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/05/2024	Phone & Internet Services	601-494-4321-000
		166.65

Check Number Check Date		11 Amount
Inv 0163083 Total		166.65
120571 Total:		166.65
761 - Comcast Total:		166.65
149 - Connexus Energy Line Item Account		
120572	04/22/2024	
Inv	March 2024	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/28/2024	Electric	101-430-4385-000 1,799.64
03/28/2024	Electric	101-450-4381-000 70.08
03/28/2024	Electric	602-495-4381-000 881.97
03/28/2024	Electric	101-420-4381-000 31.50
03/28/2024	Electric	101-432-4381-500 950.48
03/28/2024	Electric	601-494-4381-000 1,384.40
Inv March 2024 Total		5,118.07
120572 Total:		5,118.07
149 - Connexus Energy Total:		5,118.07
1278 - Core & Main LP Line Item Account		
120573	04/22/2024	
Inv	U647507	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/04/2024	Fire Hydrant Marker Flags (50)	601-494-4211-000 1,288.39
Inv U647507 Total		1,288.39
120573 Total:		1,288.39
1278 - Core & Main LP Total:		1,288.39
167 - Dalco, Inc. Line Item Account		
120574	04/22/2024	
Inv	4215668	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/08/2024	Chemical Label	202-451-4211-000 0.34
Inv 4215668 Total		0.34
Inv	4215745	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/01/2024	Paper Towel, Laundry Softener, Hair & Body Wash	202-451-4211-000 430.86
Inv 4215745 Total		430.86

Check Number		Check Date	12 Amount	
Inv	4218348			
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
04/08/2024	Scouring Pad		202-451-4211-000	48.98
Inv 4218348 Total				48.98
Inv	4218525			
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
04/08/2024	Paper Towel, Toilet Tissue, Urinal Screen, Can Liners & Cleaner		101-432-4211-000	788.82
Inv 4218525 Total				788.82
120574 Total:				1,269.00
167 - Dalco, Inc. Total:				1,269.00
1716 - Dey Distributing Line Item Account				
120575	04/22/2024			
Inv	6900236			
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
03/29/2024	Marshan Park Building Furnace Igniter		101-450-4211-000	14.88
Inv 6900236 Total				14.88
120575 Total:				14.88
1716 - Dey Distributing Total:				14.88
2124 - Due North Custom Construction LLC Line Item Account				
120576	04/22/2024			
Inv	4/8/2024			
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
04/08/2024	Cabinet Installation, Drywall Repair & Painting		401-432-4300-000	12,186.00
Inv 4/8/2024 Total				12,186.00
120576 Total:				12,186.00
2124 - Due North Custom Construction LLC Total:				12,186.00
185 - E.G. Rud & Sons, Inc. Line Item Account				
120577	04/22/2024			
Inv	52366			
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
04/08/2024	Sterling Plastics Proposed Drainage & Utility Easement		602-495-4300-000	270.25
04/08/2024	Sterling Plastics Proposed Drainage & Utility Easement		601-494-4300-000	270.25

Check Number Check Date		13 Amount
Inv 52366 Total		540.50
120577 Total:		540.50
185 - E.G. Rud & Sons, Inc. Total:		540.50
1637 - Ehlers and Associates Line Item Account		
120578	04/22/2024	
Inv	97328	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/09/2024	Sports Dome Review & Analysis	101-415-4300-000
		2,245.00
Inv 97328 Total		2,245.00
120578 Total:		2,245.00
1637 - Ehlers and Associates Total:		2,245.00
192 - Emergency Apparatus Maintenance Line Item Account		
120579	04/22/2024	
Inv	131010	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/04/2024	Service Pump & Foam System #621	101-431-4410-000
		1,437.20
04/04/2024	NFPA Pump Test #621	101-421-4410-000
		265.00
Inv 131010 Total		1,702.20
Inv	131257	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/01/2024	Service Portable Pump #606	101-431-4410-000
		737.84
Inv 131257 Total		737.84
Inv	131383	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/02/2024	Vehicle Repairs #620	101-431-4410-000
		2,576.28
Inv 131383 Total		2,576.28
Inv	131427	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/04/2024	Vehicle Repairs #606	101-431-4410-000
		8,735.15
Inv 131427 Total		8,735.15
Inv	131517	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/27/2024	Troubleshoot Check Engine Light #620	101-431-4410-000
		821.69

Check Number Check Date		14 Amount
Inv 131517 Total		821.69
120579 Total:		14,573.16
192 - Emergency Apparatus Maintenance Total:		14,573.16
1826 - Endurance Fitness of MN, LLC Line Item Account		
120580	04/22/2024	
Inv Q1 2024		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/31/2024	Q1 2024 Program Revenue Share	202-451-4411-000
		12,630.15
Inv Q1 2024 Total		12,630.15
120580 Total:		12,630.15
1826 - Endurance Fitness of MN, LLC Total:		12,630.15
1493 - Erickson, Marsha Line Item Account		
120581	04/22/2024	
Inv 5125		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/12/2024	Lino Lakes Spring 2024 Newsletter	101-462-4343-000
		25.00
04/12/2024	Lino Lakes Spring 2024 Newsletter	101-401-4343-000
		1,575.00
Inv 5125 Total		1,600.00
120581 Total:		1,600.00
1493 - Erickson, Marsha Total:		1,600.00
204 - Factory Motor Parts Company Line Item Account		
120582	04/22/2024	
Inv 159-107728		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/02/2024	Oxygen Sensor #303	101-431-4221-000
		47.20
Inv 159-107728 Total		47.20
Inv 1-9562925		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/28/2024	Air Filter, Oil Filter & Hydraulic Filter #273	101-431-4221-000
		65.93
Inv 1-9562925 Total		65.93

Check Number		Check Date	15 Amount	
Inv	1-9562943			
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
03/28/2024	Stock Fuel Filter		101-431-4221-000	8.36
Inv 1-9562943 Total				8.36
Inv	1-9590932			
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
04/08/2024	Fuel Filter #256		101-431-4221-000	47.64
Inv 1-9590932 Total				47.64
120582 Total:				169.13
204 - Factory Motor Parts Company Total:				169.13
212 - Finance & Commerce, Inc. Line Item Account				
120583	04/22/2024			
Inv	745686793			
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
04/02/2024	AFB 2024 Rejuvenator Project		421-499-4340-155	232.26
Inv 745686793 Total				232.26
120583 Total:				232.26
212 - Finance & Commerce, Inc. Total:				232.26
1838 - Frontier Fire Protection, Inc. Line Item Account				
120584	04/22/2024			
Inv	20773			
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
04/05/2024	Annual Fire Sprinkler System Inspection		101-432-4410-503	615.00
Inv 20773 Total				615.00
Inv	20774			
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
04/05/2024	Annual Fire Sprinkler System Inspection		101-432-4410-501	285.00
Inv 20774 Total				285.00
Inv	20775			
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
04/05/2024	Annual Fire Sprinkler System Inspection		101-432-4410-502	325.00
Inv 20775 Total				325.00

Check Number Check Date

Inv 20776

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/05/2024	Annual Fire Sprinkler System Inspection	202-451-4410-000	285.00

Inv 20776 Total 285.00

120584 Total: 1,510.00

1838 - Frontier Fire Protection, Inc. Total: 1,510.00

229 - Galls, LLC Line Item Account

120585 04/22/2024

Inv 027584865

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/06/2024	Uniform Allowance - N. Hamann	101-420-4370-000	36.95

Inv 027584865 Total 36.95

120585 Total: 36.95

229 - Galls, LLC Total: 36.95

233 - GDO Law Line Item Account 101-414-4303-000

120586 04/22/2024

Inv 18309

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2024	April Prosecutor Contract	101-414-4303-000	8,750.00

Inv 18309 Total 8,750.00

Inv 18310

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2024	Feb/March Forfeitures	101-414-4303-000	409.50

Inv 18310 Total 409.50

120586 Total: 9,159.50

233 - GDO Law Total: 9,159.50

244 - Gopher State One-Call Line Item Account

120587 04/22/2024

Inv 4030547

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2024	March Tickets	601-494-4410-000	204.52
03/31/2024	March Tickets	602-495-4410-000	204.53

Inv 4030547 Total 409.05

Check Number Check Date		17 Amount
120587 Total:		409.05
244 - Gopher State One-Call Total:		409.05
271 - Hawkins, Inc. Line Item Account		
120588	04/22/2024	
Inv	6723594	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/02/2024	Chlorine & LPC-5	601-494-4222-000
		7,232.78
Inv 6723594 Total		7,232.78
Inv	6724573	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/03/2024	Pool Chemical Supplies	202-451-4222-000
		459.80
Inv 6724573 Total		459.80
Inv	6728234	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/09/2024	Pool Chemical Supplies	202-451-4222-000
		505.11
Inv 6728234 Total		505.11
120588 Total:		8,197.69
271 - Hawkins, Inc. Total:		8,197.69
1850 - Henry Schein, Inc. Line Item Account		
120589	04/22/2024	
Inv	79642613	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/26/2024	Paper Lifepak	101-421-4211-000
		13.27
Inv 79642613 Total		13.27
120589 Total:		13.27
1850 - Henry Schein, Inc. Total:		13.27
1955 - Infinite Health Collaborative, PA Line Item Account		
120590	04/22/2024	
Inv	TCOINV08062	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/31/2024	Team Wellness Education	210-420-4410-000
		4,078.98

Check Number Check Date		18 Amount
Inv TCOINV08062 Total		4,078.98
120590 Total:		4,078.98
1955 - Infinite Health Collaborative, PA Total:		4,078.98
1748 - Infinite-Data, LLC Line Item Account		
120591	04/22/2024	
Inv	1603	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/06/2024	Easy CIP Annual License	403-000-2520-000
		-4,970.67
04/06/2024	Easy CIP Annual License	403-000-2521-000
		4,970.67
04/06/2024	Easy CIP Annual License	403-407-4300-000
		4,630.50
Inv 1603 Total		4,630.50
120591 Total:		4,630.50
1748 - Infinite-Data, LLC Total:		4,630.50
311 - Instrumental Research, Inc. Line Item Account		
120592	04/22/2024	
Inv	5485	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/01/2024	March Water Testing	601-494-4410-000
		240.00
Inv 5485 Total		240.00
120592 Total:		240.00
311 - Instrumental Research, Inc. Total:		240.00
312 - International Union Line Item Account 101-000-2040-000		
120555	04/12/2024	
Inv		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/10/2024	PR Batch 00002.04.2024 Union Dues 49ers	101-000-2040-000
		595.00
Inv Total		595.00
120555 Total:		595.00
312 - International Union Total:		595.00
2042 - J. Becher & Associates, Inc. Line Item Account		
120593	04/22/2024	

Check Number		Check Date	19 Amount	
Inv	2413107-F			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
04/10/2024	Replace Landscaping Lights on Lake Dr & Town Center Pkwy	101-432-4300-503		666.93
Inv 2413107-F Total				666.93
Inv	2413109-F			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
04/10/2024	Wire Tube Heater	101-432-4300-500		231.98
Inv 2413109-F Total				231.98
120593 Total:				898.91
2042 - J. Becher & Associates, Inc. Total:				898.91
1224 - Lano Equipment Line Item Account				
120594	04/22/2024			
Inv	02-1066152			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
04/09/2024	Repair Hydraulic Leak #419	101-431-4300-000		1,281.49
Inv 02-1066152 Total				1,281.49
Inv	02-1066153			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
04/09/2024	Fuel Filter #273	101-431-4221-000		36.51
Inv 02-1066153 Total				36.51
Inv	03-1066104			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
04/09/2024	Fuel Filter #273	101-431-4221-000		70.15
Inv 03-1066104 Total				70.15
120594 Total:				1,388.15
1224 - Lano Equipment Total:				1,388.15
365 - Law Enforcement Labor Services Line Item Account 101-000-2040-000				
120554	04/12/2024			
Inv				
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
04/10/2024	PR Batch 00002.04.2024 Union Dues LELS	101-000-2040-000		1,621.50
Inv Total				1,621.50

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Check Number Check Date		20	Amount
120554 Total:			1,621.50
365 - Law Enforcement Labor Services Total:			1,621.50
1762 - LEAST Services/Counseling, LLC Line Item Account			
120595	04/22/2024		
Inv	1416		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/13/2024	Monthly Retainer Fee	101-420-4300-000	180.00
Inv 1416 Total			180.00
120595 Total:			180.00
1762 - LEAST Services/Counseling, LLC Total:			180.00
1148 - LeVesseur, Gregory & Christine Line Item Account			
120596	04/22/2024		
Inv	4/17/2024		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/17/2024	Purchase of ROW Res No. 24-30 77th/Marketplace Realignment	420-499-5140-000	33,000.00
Inv 4/17/2024 Total			33,000.00
120596 Total:			33,000.00
1148 - LeVesseur, Gregory & Christine Total:			33,000.00
757 - LRS Line Item Account 101-450-4410-000			
120597	04/22/2024		
Inv	MP246764		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/04/2024	Toilet Rental - Marshan Park	101-450-4410-000	55.71
Inv MP246764 Total			55.71
Inv	MP246765		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/04/2024	Toilet Rental - Sunrise Park	101-450-4410-000	65.00
Inv MP246765 Total			65.00
Inv	MP246766		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/04/2024	Toilet Rental - Birch Park	101-450-4410-000	55.71
Inv MP246766 Total			55.71

Check Number		Check Date	21 Amount	
Inv	MP246767			
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
04/04/2024	Toilet Rental - Clearwater Creek Park		101-450-4410-000	55.71
Inv MP246767 Total				55.71
Inv	MP246768			
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
04/04/2024	Toilet Rental - Lino Park		101-450-4410-000	65.00
Inv MP246768 Total				65.00
Inv	MP246769			
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
04/04/2024	Toilet Rental - Highland Meadows Park		101-450-4410-000	55.71
Inv MP246769 Total				55.71
Inv	MP246770			
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
04/04/2024	Toilet Rental - Tower Park		101-450-4410-000	55.71
Inv MP246770 Total				55.71
120597 Total:				408.55
757 - LRS Total:				408.55
1855 - Lucken Auto Glass Line Item Account				
120598	04/22/2024			
Inv	I011551			
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
04/03/2024	Windshield Replacement #505		101-431-4300-000	296.10
Inv I011551 Total				296.10
120598 Total:				296.10
1855 - Lucken Auto Glass Total:				296.10
394 - Macqueen Equipment, Inc. Line Item Account				
120599	04/22/2024			
Inv	P27883			
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
04/01/2024	Cairns for Helmets		101-421-4370-000	391.41
Inv P27883 Total				391.41

Check Number Check Date		22 Amount	
Inv P28124			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/05/2024	MSA G1 Mask Spectacle Insert Kit	101-421-4370-000	361.30
Inv P28124 Total			361.30
120599 Total:			752.71
394 - Macqueen Equipment, Inc. Total:			752.71
416 - Medica Line Item Account			
120600	04/22/2024		
Inv May 2024			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/12/2024	Health Insurance Premiums	101-416-4131-000	621.07
04/12/2024	Health Insurance Premiums	101-420-4131-000	20,970.39
04/12/2024	Health Insurance Premiums	101-000-2041-000	9,697.30
04/12/2024	Health Insurance Premiums	101-421-4131-000	1,540.45
04/12/2024	Health Insurance Premiums	101-407-4131-000	1,564.21
04/12/2024	Health Insurance Premiums	601-494-4131-000	1,362.72
04/12/2024	Health Insurance Premiums	101-463-4131-000	155.27
04/12/2024	Health Insurance Premiums	101-000-2040-000	1,142.90
04/12/2024	Health Insurance Premiums	101-450-4131-000	2,326.73
04/12/2024	Health Insurance Premiums	603-496-4131-000	807.39
04/12/2024	Health Insurance Premiums	101-432-4131-000	93.16
04/12/2024	Health Insurance Premiums	101-418-4131-000	621.07
04/12/2024	Health Insurance Premiums	602-495-4131-000	1,362.72
04/12/2024	Health Insurance Premiums	101-462-4131-000	124.21
04/12/2024	Health Insurance Premiums	101-422-4131-000	1,258.50
04/12/2024	Health Insurance Premiums	101-430-4131-000	2,820.34
04/12/2024	Health Insurance Premiums	101-431-4131-000	957.11
04/12/2024	Health Insurance Premiums	101-461-4131-000	186.32
04/12/2024	Health Insurance Premiums	202-451-4131-000	1,879.57
Inv May 2024 Total			49,491.43
120600 Total:			49,491.43
416 - Medica Total:			49,491.43
1463 - Menards - Blaine Line Item Account			
120601	04/22/2024		
Inv 65605			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/08/2024	Miscellaneous Fittings	202-451-4211-000	25.67
Inv 65605 Total			25.67
Inv 67078			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number Check Date		23 Amount	
04/08/2024	Adhesive (2) & Air Duster	202-451-4211-000	25.95
Inv 67078 Total			25.95
120601 Total:			51.62
1463 - Menards - Blaine Total:			51.62
418 - Menards - Forest Lake Line Item Account			
120602	04/22/2024		
Inv 30592			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/02/2024	Screws	101-450-4211-000	45.96
Inv 30592 Total			45.96
Inv 31093			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/09/2024	PVC Pipe & Fittings for Chlorine Booster Pump at Well #4	601-494-4211-000	40.40
Inv 31093 Total			40.40
120602 Total:			86.36
418 - Menards - Forest Lake Total:			86.36
420 - Met Council Environmental Services (SAC) Line Item Account			
120603	04/22/2024		
Inv March 2024			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2024	March 2024 SAC	101-000-3414-000	-248.50
03/31/2024	March 2024 SAC	101-000-2120-000	24,850.00
Inv March 2024 Total			24,601.50
120603 Total:			24,601.50
420 - Met Council Environmental Services (SAC) Total:			24,601.50
421 - Metro Sales Incorporated Line Item Account			
120604	04/22/2024		
Inv INV2497882			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2024	Copier Maintenance Contract Ricoh/MP 4055SP Copier	101-420-4410-000	36.00
Inv INV2497882 Total			36.00

Check Number	Check Date	24 Amount
<hr/>		
120604 Total:		36.00
<hr/>		
421 - Metro Sales Incorporated Total:		36.00
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1969 - Metro-INET Line Item Account		
120605	04/22/2024	
Inv	1842	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/01/2024	April IT Services	601-494-4310-000
04/01/2024	April IT Services	602-495-4310-000
04/01/2024	April IT Services	101-407-4310-000
04/01/2024	April IT Services	202-451-4310-000
Inv 1842 Total		26,636.00
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120605 Total:		26,636.00
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1969 - Metro-INET Total:		26,636.00
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1918 - Midwest Machinery Co Line Item Account		
120606	04/22/2024	
Inv	9962766	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/25/2024	UTV-1 Repair #615	101-431-4410-000
Inv 9962766 Total		429.02
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120606 Total:		429.02
<hr/>		
1918 - Midwest Machinery Co Total:		429.02
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956 - Minneapolis Oxygen Company Line Item Account		
120607	04/22/2024	
Inv	20306622	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
02/12/2024	Carbon Dioxide Cylinder	101-420-4211-000
Inv 20306622 Total		40.27
<hr/>		
120607 Total:		40.27
<hr/>		
956 - Minneapolis Oxygen Company Total:		40.27
<hr/>		
443 - Minnesota Unemployment Insurance Line Item Account		
120608	04/22/2024	

Check Number		Check Date	25 Amount	
Inv	Q12024			
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
04/09/2024	Q1 2024 Unemployment		101-450-4141-000	3.20
04/09/2024	Q1 2024 Unemployment		602-495-4141-000	4,685.73
04/09/2024	Q1 2024 Unemployment		601-494-4141-000	4,685.73
04/09/2024	Q1 2024 Unemployment		202-451-4141-000	1,448.79
Inv Q12024 Total				10,823.45
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120608 Total:				10,823.45
				<hr/>
443 - Minnesota Unemployment Insurance Total:				10,823.45
450 - MN Department of Health Line Item Account				
120609	04/22/2024			
Inv	Q12024			
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
03/31/2024	1st Qtr 2024 Water Connection Fee		601-000-2140-000	13,773.74
03/31/2024	1st Qtr 2024 Water Connection Fee		601-000-3855-000	-0.74
Inv Q12024 Total				13,773.00
				<hr/>
120609 Total:				13,773.00
				<hr/>
450 - MN Department of Health Total:				13,773.00
451 - MN Department of Labor & Industry Line Item Account 101-432-4452-000				
120610	04/22/2024			
Inv	ABR0326887X			
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
03/30/2024	Boiler (4)		202-451-4452-000	40.00
Inv ABR0326887X Total				40.00
				<hr/>
120610 Total:				40.00
				<hr/>
451 - MN Department of Labor & Industry Total:				40.00
1677 - MNSPECT, LLC Line Item Account				
120611	04/22/2024			
Inv	315389			
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
03/31/2024	Field Inspections		101-422-4410-000	5,440.00
Inv 315389 Total				5,440.00
				<hr/>
120611 Total:				5,440.00

Check Number	Check Date			26 Amount
1677 - MNSPECT, LLC Total:				5,440.00
477 - NAC Mechanical & Electrical Line Item Account				
120612	04/22/2024			
Inv	223477			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/22/2024	Troubleshoot Air Handler 1 & 2	101-432-4300-503		900.00
Inv 223477 Total				900.00
120612 Total:				900.00
477 - NAC Mechanical & Electrical Total:				900.00
500 - Nystrom Publishing Company Line Item Account				
120613	04/22/2024			
Inv	47641			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
04/03/2024	Spring 2024 Newsletter	101-462-4322-000		26.95
04/03/2024	Spring 2024 Newsletter	101-462-4343-000		73.40
04/03/2024	Spring 2024 Newsletter	101-401-4343-000		6,322.20
Inv 47641 Total				6,422.55
120613 Total:				6,422.55
500 - Nystrom Publishing Company Total:				6,422.55
509 - O'Reilly Automotive Stores Line Item Account				
120614	04/22/2024			
Inv	3472-325485			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
04/08/2024	Stock Batteries	101-431-4221-000		288.76
Inv 3472-325485 Total				288.76
Inv	3472-325668			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
04/09/2024	Wiring Pigtail Connector #273	101-431-4221-000		20.12
Inv 3472-325668 Total				20.12
Inv	3472-325728			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
04/09/2024	Fuel Hose #273	101-431-4221-000		37.82
Inv 3472-325728 Total				37.82

Check Number Check Date		27 Amount	
120614 Total:			346.70
509 - O'Reilly Automotive Stores Total:			346.70
522 - Performance Plus LLC Line Item Account			
120615	04/22/2024		
Inv	00025		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/11/2024	New Hire Testing	101-402-4300-000	330.00
Inv 00025 Total			330.00
120615 Total:			330.00
522 - Performance Plus LLC Total:			330.00
546 - Pump's Tire Service, Inc. Line Item Account			
120616	04/22/2024		
Inv	150180512		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/08/2024	(2) Tires for Towable Air Compressor #135	101-431-4221-000	170.80
Inv 150180512 Total			170.80
120616 Total:			170.80
546 - Pump's Tire Service, Inc. Total:			170.80
551 - Premium Waters, Inc. Line Item Account 101-432-4410-500			
120617	04/22/2024		
Inv	608417-03-24		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2024	Kandiyohi Water	101-432-4410-500	94.59
Inv 608417-03-24 Total			94.59
120617 Total:			94.59
551 - Premium Waters, Inc. Total:			94.59
552 - Press Publications, Inc. Line Item Account			
120618	04/22/2024		
Inv	802431		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/04/2024	AFB 2024 Rejuvenator Project	421-499-4340-155	236.80

Check Number Check Date		28 Amount
Inv 802431 Total		236.80
120618 Total:		236.80
552 - Press Publications, Inc. Total:		236.80
1092 - Quadient Finance USA, Inc. Line Item Account 101-432-4322-000		
120619	04/22/2024	
Inv	4/14/2024	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/14/2024	Postage Machine Postage	101-432-4322-000
Inv 4/14/2024 Total		500.00
120619 Total:		500.00
1092 - Quadient Finance USA, Inc. Total:		500.00
1337 - Roadkill Animal Control Line Item Account		
120620	04/22/2024	
Inv	March 2024	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
03/15/2024	March Animal Pick-Up/Disposal	101-430-4410-000
Inv March 2024 Total		103.00
120620 Total:		103.00
1337 - Roadkill Animal Control Total:		103.00
793 - Sherwin-Williams Line Item Account		
120621	04/22/2024	
Inv	6770-3	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/01/2024	Paint	101-432-4211-503
Inv 6770-3 Total		39.98
120621 Total:		39.98
793 - Sherwin-Williams Total:		39.98
1593 - Shred-it, c/o Stericycle, Inc. Line Item Account		
120622	04/22/2024	

Check Number Check Date		29 Amount	
Inv 8006778300			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/03/2024	Document Destruction	101-420-4410-000	76.35
04/03/2024	Document Destruction	101-402-4410-000	38.17
Inv 8006778300 Total			114.52
120622 Total:			114.52
1593 - Shred-it, c/o Stericycle, Inc. Total:			114.52
1212 - Stepp Manufacturing Co. Inc. Line Item Account			
120623	04/22/2024		
Inv 064258			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/05/2024	Ball Valves #264	101-431-4221-000	210.00
Inv 064258 Total			210.00
120623 Total:			210.00
1212 - Stepp Manufacturing Co. Inc. Total:			210.00
645 - Streicher's, Inc. Line Item Account			
120624	04/22/2024		
Inv I1692935			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/09/2024	Uniform Allowance - M. Carlson	101-420-4370-000	79.99
Inv I1692935 Total			79.99
120624 Total:			79.99
645 - Streicher's, Inc. Total:			79.99
649 - Sycom, Inc. Line Item Account			
120625	04/22/2024		
Inv A03-2344A			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/15/2024	Lift Station #6 Repair & Lift Station #10 Upgrades	602-495-4300-000	8,022.25
Inv A03-2344A Total			8,022.25
120625 Total:			8,022.25
649 - Sycom, Inc. Total:			8,022.25

Check Number		Check Date	30 Amount	
655 - TASC - Client Invoices Line Item Account				
120626		04/22/2024		
Inv		IN3068154		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/29/2024	March Admin Fees	101-402-4410-000		80.40
Inv IN3068154 Total				80.40
120626 Total:				80.40
655 - TASC - Client Invoices Total:				80.40
1588 - Tyme Properties LLC - Trust Account Line Item Account				
120627		04/22/2024		
Inv		1/2/2024		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
01/02/2024	Long Term Escrow Closure - Otter Crossing 1st Addition	801-000-2321-102		3,231.25
01/02/2024	Long Term Escrow Closure - Otter Crossing 1st Addition	801-000-2321-101		-1,648.36
01/02/2024	Long Term Escrow Closure - Otter Crossing 1st Addition	801-000-2321-103		15,949.00
Inv 1/2/2024 Total				17,531.89
120627 Total:				17,531.89
1588 - Tyme Properties LLC - Trust Account Total:				17,531.89
687 - U.S. Bank Visa Line Item Account				
120628		04/22/2024		
Inv		4/8/2024		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
04/08/2024	Home Depot/Paint	101-432-4211-503		40.97
04/08/2024	Galls/Uniform Allowance - D. L'Allier	101-421-4370-000		135.00
04/08/2024	UPS/Postage	101-420-4322-000		26.13
04/08/2024	Image Printing & Graphics/March UB Statements	602-495-4322-000		382.10
04/08/2024	Amazon/EGGstravaganza Hunt Event Punch Balloons (3)	202-451-4205-000		38.19
04/08/2024	NREMT/Recertification - M. Jessen-Olson & E. Curtis	101-421-4300-000		50.00
04/08/2024	Amazon/Swim Lessons Water Gear Replacement Belt	202-451-4205-000		25.78
04/08/2024	Target/Birthday Parties Lego Sets	202-451-4205-000		20.97
04/08/2024	ATS Tactical Gear/Uniform Allowance - N. Hamann	101-420-4370-000		44.18
04/08/2024	Walmart/Returned Royal Ball Napkins	202-451-4205-000		-6.32
04/08/2024	Amazon/Tool Set & Cabinet Magnets	202-451-4211-000		41.68
04/08/2024	Webstaurant Store/Coffee Supplies	202-451-4200-000		190.96
04/08/2024	Caribou Coffee/Coffee for EDAC Meeting	101-415-4200-000		19.45
04/08/2024	Target/Birthday Parties Theme Party Plates	202-451-4205-000		53.24
04/08/2024	Amazon/EGGstravaganza Hunt Event Slime Kit	202-451-4205-000		21.58
04/08/2024	Amazon/Dry Erase Marker	101-432-4200-000		6.69
04/08/2024	Target/Birthday Parties Lego Set	202-451-4205-000		4.99
04/08/2024	Chewy/Canine Food	211-420-4211-000		124.44
04/08/2024	Lynn Peavey Co/Tranzport Hoods	101-420-4211-000		43.25
04/08/2024	Home Depot/Lumber	101-450-4211-000		58.16

Check Number	Check Date	Amount
04/08/2024	MNIAAI/Conference Registration Fees - B. Finke	101-421-4330-000 275.00
04/08/2024	Shutterstock/Stock Photos Monthly License Fee	204-499-4452-000 29.00
04/08/2024	Home Depot/Painting Supplies	101-432-4211-503 74.64
04/08/2024	When I Work/Monthly Subscription Fee	202-451-4310-000 460.00
04/08/2024	Amazon/Skid Steer Mount Plate	101-431-4221-000 159.90
04/08/2024	Image Printing & Graphics/March UB Statements	602-495-4410-000 130.52
04/08/2024	Amazon/Gym Programs Pickleball Balls (5)	202-451-4205-000 97.50
04/08/2024	Orential Trading/Birthday Parties Suncatchers & Paint	202-451-4205-000 212.87
04/08/2024	Bill's Superette/Propane #273	101-431-4221-000 20.53
04/08/2024	Home Depot/Torch Kit	601-494-4211-000 56.98
04/08/2024	Fun Express/Refunded Program Supplies	202-451-4205-000 -1,519.07
04/08/2024	MN Dept of Labor & Industry/Boiler License Renewal - J. Williams	101-432-4452-000 20.00
04/08/2024	Home Depot/Work Gloves	101-461-4211-000 10.84
04/08/2024	Target/Birthday Parties Lego Set	202-451-4205-000 4.99
04/08/2024	Mission Critical Concepts/Tuition - M. Carlson & A. Hallin	101-420-4330-000 1,100.00
04/08/2024	Amazon/Acrylic Sign Holder	101-420-4200-000 16.99
04/08/2024	Home Depot/Drill Bit & Plumbing Fittings for Pool Repair	202-451-4211-000 53.37
04/08/2024	Target/Wellness Snacks for AWAIR Safety Training	101-401-4900-000 69.48
04/08/2024	AGRI Supply/Trail Edging Discs with Shank (2)	101-450-4211-000 129.79
04/08/2024	MAPET/Membership Fee - K. Kraemer	101-420-4452-000 35.00
04/08/2024	Active 911/User Licenses (15)	101-421-4410-000 990.00
04/08/2024	Amazon/Tailgate Lift Assist Springs for Trailers	101-431-4221-000 94.24
04/08/2024	Patriot Freight Group LLC/Shipping for New Paver #273	402-431-5000-000 3,000.00
04/08/2024	Target/Birthday Parties Lego Set	202-451-4205-000 4.99
04/08/2024	USPS/Postage	101-430-4300-000 9.85
04/08/2024	Amazon/Toilet Bowl Cleaner	101-432-4211-000 8.54
04/08/2024	White Bear Lake Superstore/Replace Rear Oxygen Sensors #403	101-431-4300-000 745.72
04/08/2024	Amazon/EGGstravaganza Hunt Event Stickers & Slime Kit	202-451-4205-000 36.86
04/08/2024	Amazon/EGGstravaganza Hunt Event Slime Kit (2)	202-451-4205-000 43.16
04/08/2024	Walmart/School Out Foil & Cooking Pans	202-451-4205-000 33.88
04/08/2024	Spray Parts Warehouse/Manifold Control Valve for Brine Sprayer	101-431-4221-000 310.80
04/08/2024	Amazon/Pool Reagent (2)	202-451-4222-000 24.34
04/08/2024	Domain Listings LLC/Website Domain Listing to be Refunded	101-402-4410-000 288.00
04/08/2024	Home Depot/Air Filters for Shop Vac & Key Copies (3)	101-431-4221-000 46.88
04/08/2024	Walmart/EGGstravaganza Hunt Event Supplies	202-451-4205-000 6.00
04/08/2024	Amazon/Reusable Cable Ties & Apple USB-C Adapter	202-451-4200-000 72.55
04/08/2024	Amazon/EGGstravaganza Hunt Event Coloring Book (7) & Easter E	202-451-4205-000 258.30
04/08/2024	MN Real Estate Journals/Tuition - M. Grochala	101-418-4330-000 131.45
04/08/2024	Amazon/Phone Case	202-451-4200-000 13.28
04/08/2024	Fusion Learning Partners/P&Z Online Course - S. Guthmueller	101-416-4330-000 39.00
04/08/2024	Home Depot/Plumbing Caps	601-494-4211-000 13.08
04/08/2024	Amazon/Toilet Paper	202-451-4211-000 42.99
04/08/2024	Dey Distributing/Furnace Igniter	202-451-4211-000 54.12
04/08/2024	Amazon/Cup Holder Inserts #629 & #630	214-421-4240-000 10.77
04/08/2024	NFPA/2024 Membership Fees - B. Finke	101-421-4452-000 175.00
04/08/2024	Home Depot/Door Seal, Stud Sensor, Mirror Clips & Adhesive	202-451-4211-000 86.98
04/08/2024	Just Between Friends/Child Watch Toys	202-451-4200-000 63.50
04/08/2024	Home Depot/Spray Glue, Loctite & Adhesive	202-451-4211-000 27.04
04/08/2024	Amazon/Tri-Flow Lubricant, Hair & Body Wash	202-451-4211-000 71.54
04/08/2024	Home Depot/Paint Primer	101-432-4211-503 17.47
04/08/2024	Amazon/Blades for Chop Saw (2)	101-431-4240-000 174.58
04/08/2024	Amazon/Uniform Allowance - B. Finke	101-421-4370-000 199.95
04/08/2024	Walmart/Birthday Parties Supplies	202-451-4205-000 142.64
04/08/2024	Amazon/Triple Square Key Set	101-431-4240-000 29.92
04/08/2024	Walmart/Summer Camp Pop Ems	202-451-4200-805 8.00
04/08/2024	Home Depot/Screws	101-450-4211-000 101.34
04/08/2024	Panasonic/Repair BWC RAA00012	101-420-4410-000 411.59
04/08/2024	Michaels/Returned Royal Ball Picture Frame Decorations	202-451-4205-000 -89.11

Check Number	Check Date	Amount
04/08/2024	Dolan Consulting Group/Tuition - W. Owens, M. Carlson & D. Thill	101-420-4330-000 500.00
04/08/2024	Walmart/Birthday Parties Supplies	202-451-4205-000 153.55
04/08/2024	FirstNet/City Administrator March Cell Phone Bill	101-402-4321-000 49.78
04/08/2024	Walmart/EGGstravaganza Hunt Event Supplies	202-451-4205-000 262.86
04/08/2024	All Seasons Rental/Tilt Bed Trailer Rental	101-430-4415-000 69.12
04/08/2024	Walmart/School Out Supplies	202-451-4205-000 41.36
04/08/2024	Amazon/Acrylic Sign Holder	202-451-4200-000 24.99
04/08/2024	Amazon/Birthday Parties Paint Brush Set	202-451-4205-000 15.19
04/08/2024	Home Depot/Concrete Vibrator	101-450-4211-000 399.00
04/08/2024	Amazon/Gym Programs Badminton Shuttlecocks	202-451-4205-000 17.79
04/08/2024	Home Depot/Nut Driver, Granite Cleaner & Multi Purpose Cleaner	202-451-4211-000 56.28
04/08/2024	Ebay/Kubota Coolant Overflow Reservoir #273	101-431-4221-000 83.99
04/08/2024	VistaPrint/Records Stamps (2)	101-420-4200-000 39.97
04/08/2024	Walmart/Puzzle	202-451-4200-000 9.50
04/08/2024	Home Depot/Paint Rollers & Extension Cords	101-432-4211-503 134.39
04/08/2024	Amazon/Air Impact Wrench	101-431-4240-000 173.00
04/08/2024	Amazon/Leadership Book	101-402-4330-000 15.20
04/08/2024	Walmart/Returned School Out Cooking Pans	202-451-4205-000 -9.90
04/08/2024	Northern Tool & Equipment/Swivel Caster for Bounce House Cart	202-451-4211-000 44.64
04/08/2024	Sheep Dog Guardian Consulting/Tuition - K. Wills	211-420-4330-000 225.00
04/08/2024	Walmart/EGGstravaganza Hunt Event Supplies	202-451-4205-000 159.14
04/08/2024	Amazon/Cup Holder Inserts #629 & #630	214-421-4240-000 17.53
04/08/2024	MRPA/Tuition - T. Drahota	101-450-4330-000 160.00
04/08/2024	Amazon/Hoses (2) & Nozzles (2) #629 & #630	214-421-4240-000 82.89
04/08/2024	Dey Distributing/Returned Furnace Igniter	101-450-4211-000 -54.12
04/08/2024	FirstNet/City Administrator February Cell Phone Bill (1/2 Month)	101-402-4321-000 25.62
04/08/2024	Amazon/Pool Reagent	202-451-4222-000 16.95
04/08/2024	Amazon/Popcorn Machine with Cart	202-451-4200-805 375.52
04/08/2024	Amazon/Clear Front Report Covers	101-420-4200-000 15.16
04/08/2024	Active911/2024 Alerting Subscription	101-421-4410-000 646.40
04/08/2024	IAPE/Tuition - S. Bonczek	101-420-4330-000 395.00
04/08/2024	FirstNet/Police March Cell Phone Bill	101-420-4321-000 1,847.03
04/08/2024	MN Chiefs of Police Assoc./2024 ETI Conference - K. Leibel	101-420-4330-000 675.00
04/08/2024	Home Depot/Fasteners & Level	101-450-4211-000 85.64
04/08/2024	FedEx/Postage	601-494-4322-000 129.67
04/08/2024	Image Printing & Graphics/March UB Statements	601-494-4410-000 130.53
04/08/2024	Holiday/March Car Washes	101-431-4211-000 440.00
04/08/2024	FirstNet/Fire March Cell Phone Bill	101-421-4321-000 379.70
04/08/2024	Costco/Oath of Office & Retirement Supplies	101-421-4211-000 37.97
04/08/2024	MN Dept of Labor & Industry/Boiler License Renewal - L. Chapma	101-432-4452-000 20.00
04/08/2024	FirstNet/City Council March Cell Phone Bill	101-401-4321-000 156.54
04/08/2024	Amazon/Pool Reagent	202-451-4222-000 6.92
04/08/2024	FedEx/Postage	601-494-4322-000 110.92
04/08/2024	Caribou Coffee/Coffee for EDAC Meeting	101-415-4200-000 19.45
04/08/2024	Sunset Law Enforcement/Dept Ammunition	101-420-4211-000 1,487.44
04/08/2024	Pool Training/Tuition - M. Bagley	202-451-4330-000 350.00
04/08/2024	Walmart/School Out Snack Supplies	202-451-4205-000 10.72
04/08/2024	Active 911/Refund User Licenses (15)	101-421-4410-000 -990.00
04/08/2024	Image Printing & Graphics/March UB Statements	601-494-4322-000 382.09
04/08/2024	Walmart/Returned Royal Ball Helium Tank, Balloons & Weights	202-451-4205-000 -40.85
04/08/2024	Walmart/EGGstravaganza Hunt Event Supplies	202-451-4205-000 71.28
04/08/2024	Green Lights Recycling/Recycled Bulbs	101-432-4384-000 48.59
04/08/2024	Sam's Club/EGGstravaganza Hunt Event Supplies	202-451-4205-000 62.74
04/08/2024	Home Depot/CLR	101-432-4211-503 71.92
04/08/2024	First Tactical/Uniform Allowance - N. Hamann	101-420-4370-000 84.95
04/08/2024	Amazon/Tamper Resistant Torx Key Set	101-431-4240-000 26.89
04/08/2024	Walmart/EGGstravaganza Hunt Event Supplies	202-451-4205-000 209.96
04/08/2024	Panasonic/Computer Repairs	101-421-4410-000 1,784.85

Check Number Check Date		33 Amount	
04/08/2024	Dolan Consulting Group/Tuition - W. Owens & C. Boehme	101-420-4330-000	200.00
04/08/2024	Party City/Birthday Parties Paper Products, Tablecloths & Decor	202-451-4205-000	295.50
04/08/2024	MN Law Enforcement Explorer Assoc./2024 Conference Fees	101-420-4213-000	1,170.00
Inv 4/8/2024 Total			23,870.26
120628 Total:			23,870.26
687 - U.S. Bank Visa Total:			23,870.26
1104 - Walters Recycling & Refuse Line Item Account			
120629	04/22/2024		
Inv	7784443		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/10/2024	Trash & Recycling	202-451-4384-000	286.83
Inv 7784443 Total			286.83
Inv	7784513		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/10/2024	Trash & Recycling	101-432-4384-500	348.16
04/10/2024	Organic Recycling	101-462-4410-000	184.46
04/10/2024	Trash & Recycling	101-432-4384-503	434.79
04/10/2024	Trash & Recycling	101-432-4384-501	48.36
04/10/2024	Trash & Recycling	101-432-4384-502	139.25
04/10/2024	Organic Recycling	101-462-4410-000	98.49
04/10/2024	Organic Recycling	101-462-4410-000	78.79
04/10/2024	Trash & Recycling	101-450-4384-000	151.95
04/10/2024	Organic Recycling	101-462-4410-000	83.34
Inv 7784513 Total			1,567.59
120629 Total:			1,854.42
1104 - Walters Recycling & Refuse Total:			1,854.42
1447 - Wheeler Hardware Company Line Item Account			
120630	04/22/2024		
Inv	SPI149193		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/08/2024	Armory Door Operator Repair	101-432-4300-503	486.00
Inv SPI149193 Total			486.00
120630 Total:			486.00
1447 - Wheeler Hardware Company Total:			486.00
729 - Winnick Supply, Inc. Line Item Account			

Check Number Check Date		34 Amount	
120631	04/22/2024		
Inv	041263		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/05/2024	Stock Steel	101-431-4221-000	83.50
Inv 041263 Total			83.50
			<hr/>
120631 Total:			83.50
			<hr/>
729 - Winnick Supply, Inc. Total:			83.50
733 - WSB & Associates, Inc. Line Item Account			
120632	04/22/2024		
Inv	R-011406-000-47		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2024	February Natures Refuge	801-000-2314-102	220.00
Inv R-011406-000-47 Total			220.00
Inv	R-012065-000-51		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2024	February 49 & J Lift Station, Sewer and Water Extension	406-499-4304-123	2,896.50
Inv R-012065-000-51 Total			2,896.50
Inv	R-012365-000-61		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2024	February Lyngblomsten Site Study	801-000-2363-102	770.00
Inv R-012365-000-61 Total			770.00
Inv	R-014757-000-49		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2024	February Watermark 2nd Addition	801-000-2388-102	220.00
Inv R-014757-000-49 Total			220.00
Inv	R-015628-000-45		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2024	February Watermark 3rd Addition	801-000-2355-102	1,411.00
Inv R-015628-000-45 Total			1,411.00
Inv	R-017210-000-30		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2024	February Market Place Dr Realignment	420-499-4304-141	3,839.00
Inv R-017210-000-30 Total			3,839.00

Check Number		Check Date	35 Amount	
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Inv	R-017363-000-37			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/27/2024	February Watermark 4th Addition	801-000-2327-102		1,322.00
Inv R-017363-000-37 Total				1,322.00
Inv	R-018524-000-24			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/27/2024	February Winters Wetland Bank	422-499-4300-000		51.75
Inv R-018524-000-24 Total				51.75
Inv	R-019485-000-25			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/27/2024	February 2022 I35E Pipe Crossing Project	422-499-4304-145		3,000.00
Inv R-019485-000-25 Total				3,000.00
Inv	R-019565-000-25			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/27/2024	February NorthPointe Gardens Estates	801-000-2361-102		6,157.00
Inv R-019565-000-25 Total				6,157.00
Inv	R-020640-000-20			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/27/2024	February Watermark 5th Addition	801-000-2376-102		954.00
Inv R-020640-000-20 Total				954.00
Inv	R-020894-000-20			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/27/2024	February Kwik Trip	801-000-2343-103		120.00
Inv R-020894-000-20 Total				120.00
Inv	R-021336-000-18			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/27/2024	February Water Treatment Plant	406-499-4304-147		137,206.50
Inv R-021336-000-18 Total				137,206.50
Inv	R-021397-000-18			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/27/2024	February 2022 Gateway Planning	301-499-4300-000		1,685.00
Inv R-021397-000-18 Total				1,685.00
Inv	R-021412-000-18			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/27/2024	February Pheasant Run Reconstruction Project	487-499-4304-000		371.00

Check Number Check Date

Inv R-021412-000-18 Total 371.00

Inv R-021970-000-11

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2024	February Watermark 6th Addition	801-000-2377-102	882.00

Inv R-021970-000-11 Total 882.00

Inv R-022290-000-8

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2024	February Centennial Middle School	801-000-2341-103	110.00

Inv R-022290-000-8 Total 110.00

Inv R-022580-000-11

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2024	February 2023 Surface Water Management Project	603-496-4304-000	294.00

Inv R-022580-000-11 Total 294.00

Inv R-022658-000-11

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2024	February Lil Explorers Childcare Center	801-000-2394-102	594.00

Inv R-022658-000-11 Total 594.00

Inv R-023187-000-7

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2024	February 440 Park Ct - Lino Lakes Tech Center	801-000-2300-000	2,407.50

Inv R-023187-000-7 Total 2,407.50

Inv R-023534-000-5

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2024	February 2300 Main St - Glamos Wire Storage	801-000-2383-103	440.00

Inv R-023534-000-5 Total 440.00

Inv R-023584-000-7

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2024	February Otter Lake Road Extension Design & Construction	420-499-4304-156	6,417.50

Inv R-023584-000-7 Total 6,417.50

Inv R-023620-000-7

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2024	February 2024 Street Reconstruction Project	488-499-4304-000	590.00

Inv R-023620-000-7 Total 590.00

Check Number Check Date

Inv R-023778-000-2

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2024	February 2024 General Engineering Services	602-495-4304-000	1,144.50
03/27/2024	February 2024 General Engineering Services	101-417-4410-000	4,196.17
03/27/2024	February 2024 General Engineering Services	601-494-4304-000	1,144.50
03/27/2024	February 2024 General Engineering Services	603-496-4304-000	1,144.50

Inv R-023778-000-2 Total 7,629.67

Inv R-023780-000-2

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2024	February 2024 GPS/GIS Miscellaneous Assistance	101-462-4300-000	184.00
03/27/2024	February 2024 GPS/GIS Miscellaneous Assistance	101-418-4300-000	395.00
03/27/2024	February 2024 GPS/GIS Miscellaneous Assistance	101-417-4300-000	395.00

Inv R-023780-000-2 Total 974.00

Inv R-023781-000-2

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2024	February 2024 Private Utility Permits	101-417-4300-000	1,760.00

Inv R-023781-000-2 Total 1,760.00

Inv R-023839-000-5

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2024	February 2024 Street Rehab & Trunk Water Main Project	421-499-4304-154	11,766.75

Inv R-023839-000-5 Total 11,766.75

Inv R-023899-000-4

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2024	February Lino Lakes Culver's	801-000-2312-103	330.00

Inv R-023899-000-4 Total 330.00

Inv R-024081-000-3

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2024	February Lead Service Line Inventory Support	406-499-4304-000	1,127.00

Inv R-024081-000-3 Total 1,127.00

Inv R-024233-000-3

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2024	February Jansen Addition	801-000-2300-000	770.00

Inv R-024233-000-3 Total 770.00

Inv R-024407-000-2

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2024	February 375 Apollo Dr - Sterling Plastics	801-000-2300-000	1,200.75

Inv R-024407-000-2 Total 1,200.75

Check Number		Check Date	38 Amount	
Inv	R-024622-000-1			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/27/2024	February 2024 Reclamite Project	421-499-4304-155		2,188.75
Inv R-024622-000-1 Total				2,188.75
Inv	R-024693-000-1			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/27/2024	February Watermark 7th Addition	801-000-2300-000		2,911.75
Inv R-024693-000-1 Total				2,911.75
Inv	R-024708-000			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
03/27/2024	February 2024 Trail Maintenance Project	421-499-4300-000		926.25
Inv R-024708-000 Total				926.25
120632 Total:				203,543.67
733 - WSB & Associates, Inc. Total:				203,543.67
737 - Xtreme Custom Apparel & Promotions Line Item Account				
120633	04/22/2024			
Inv	I89777			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
04/05/2024	Rookery Apparel	202-451-4370-000		2,017.00
Inv I89777 Total				2,017.00
120633 Total:				2,017.00
737 - Xtreme Custom Apparel & Promotions Total:				2,017.00
741 - Zarnoth Brush Works, Inc. Line Item Account				
120634	04/22/2024			
Inv	0197646-IN			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
04/04/2024	Gutter Brooms (16) #252	101-431-4221-000		2,336.00
Inv 0197646-IN Total				2,336.00
120634 Total:				2,336.00
741 - Zarnoth Brush Works, Inc. Total:				2,336.00

AP-Check Detail (4/17/2024 - 1:06 PM)

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Check Number	Check Date	Amount	39
<hr/>			
743 - Ziegler, Inc. Line Item Account			
120635	04/22/2024		
Inv	IN001421275		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/29/2024	Hydraulic Fluid #251	101-431-4221-000	118.64
Inv IN001421275 Total			118.64
			<hr/>
120635 Total:			118.64
			<hr/>
743 - Ziegler, Inc. Total:			118.64
			<hr/>
			<hr/>
Total:			669,949.91
			<hr/>
			<hr/>



Electronic Funds Transfer
MN Statute 471.38 Subd. 3

Council Meeting April 22, 2024

Transfer In/(Out)

4/3/2024 H.S.A. Employer Contribution	(5,791.52)
4/10/2024 Transfer from FRB Money Market	250,000.00
4/15/2024 Bldg Permit Surcharge	(3,176.80)
4/19/2024 Sales & Use Tax	(6,912.00)
4/12/2024 Payroll #08	(199,141.49)
4/12/2024 Payroll #08 Federal Deposit	(57,200.63)
4/12/2024 Payroll #08 PERA	(57,857.21)
4/12/2024 Payroll #08 State	(13,013.46)
4/12/2024 Payroll #08 Child Support	(321.48)
4/12/2024 Payroll #08 H.S.A. Bank Pretax	(3,546.20)
4/12/2024 Payroll #08 TASC Pretax	(867.27)
4/12/2024 Payroll #08 Mission Sq 457 Def. Comp #301596	(2,645.00)
4/12/2024 Payroll #08 Mission Sq Roth IRA #706155	(939.23)
4/12/2024 Payroll #08 MSRS HCSP #98946-01	(5,071.18)
4/12/2024 Payroll #08 MSRS Def. Comp #98945-01	(3,035.00)
4/12/2024 Payroll #08 MSRS Roth IRA #98945-01	(779.00)

**LINO LAKES CITY COUNCIL
REGULAR MEETING
MINUTES**

DATE: March 25, 2024
TIME STARTED: 6:32 PM
TIME ENDED: 7:05 PM
MEMBERS PRESENT: Councilmembers, Lyden, Stoesz, Ruhland, Cavegn, Mayor Rafferty

Staff members present: Deputy Director of Public Safety Kyle Leibel Community Development Director Michael Grochala; City Engineer Diane Hankee; City Clerk Jolleen Chaika.

The meeting was called to order by Mayor Rafferty at 6:32 PM.

PUBLIC COMMENT

Community Development Director Michael Grochala opened the Public Comment session with a statement about a project that members of the community have been discussing: Madinah Lakes. He advised that as of this time, no application has been received for development. If and when an application is received, it will be reviewed pursuant to City Code.

Farraz Yussuf, 12301 Central Avenue NE, Blaine. Mr. Yussef advised he is the president of Zikar Holdings. He said he wished to provide context as to who he is and what values he brings to this endeavor (Madinah Lakes). He said that while Zikkar Holdings is newly established, he and his team are dedicated and experienced. He anticipates submitting a (development) application in the near future. Mr. Yussef also clarified that his company is separate from the prior applicant. He expressed a commitment to working collaboratively with staff, Council, and residents. He has engaged in high-level discussions and will submit the application soon. He wants to make it clear there are no expectations of special treatment, that there have been no special deals struck to move this forward. He extended an invitation to anyone to reach out to him with any questions or concerns. He plans to hold neighborhood meetings in the future.

Michael Arman, 172 Glenview Avenue, said he feels like his speaking is premature as he just found about the new development (Madinah Lakes) an hour ago so he didn't have much time to research. He has concerns: He read on the website that paperwork hasn't been submitted but the (developer's) YouTube video is already talking about ground breaking scheduled for next year. He thinks that sounds a bit premature as well.

Randy Rennacker, 379 Carl Street, stated he was speaking on behalf of the residents of Carl Street to remind Council of the strong opposition of any development near the Carl Street neighborhood. He added that if any development takes place that his street and neighborhood remain as is.

Luke Walter, 7800 Marilyn Drive, said he has lived in Lino Lakes for seven (7) years. He said the developer (of Madinah Lakes) has put out information that is confusing and that strikes him as disrespectful: taking reservations and money. He said when he first read of this information, he thought of politicians in the 21st century making deals. Mr. Walter said he is a bit soothed by the responses of the City. He added that what really struck him is that the proposed project is for a very specific community and he has concerns with that concept, adding that it creates segregation not by intent but by choice. He said that if there is a possibility of an additional 1800 residents, we need organic integration. He added that he comes from a multi-faith, diverse family and is an immigrant so he is looking at this from that perspective; he voiced concern for a divided City.

Theresa O'Connell, 1000 Main Street, spoke on the topic of the Centerville Lake (alum) project. She said she has been in the area since 1987 and she is very excited about the project and she wanted to convince Council that moving forward with the project is in the best interest of the community. She estimated that the costs to residents would be approximately \$0.47 per home.

Melissa Wagner, 7947 Sheila Avenue, said she has been a resident for 38 years and her husband's family has been here for over 70 years. She has witnessed organic growth at a slow and steady pace and now has concerns about rapid growth and the impact that will have on the schools.

Sam Bennett, 6841 Lakeview Drive, asked of any plans by the City to gather volunteers to clean trash along trails and ditches. He would like to see some movement on that and believes that all would benefit.

Justin Carver, 65 Century Trail, voiced concerns about the 600-foot notice (to residents for development projects). He does not think that provides enough impact and inquired if more notice could be required. He also asked if it is normal business practice (for a developer) to sell lots before anything is in place.

Prior to the close of Public Comment, Mayor Rafferty advised that the Council itself has not been involved in any discussions related to this (Madinah Lakes) development outside of calls and emails recently from residents. He added that there is nothing happening right now, that the last discussion (related to this property) was in 2022 and that project didn't move forward. He encouraged residents to sit back and wait.

1. 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

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

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

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

2. FINANCE DEPARTMENT

No report was presented.

3. ADMINISTRATION DEPARTMENT

No report was presented.

4. PUBLIC SAFETY DEPARTMENT

No report was presented.

5. PUBLIC SERVICES DEPARTMENT

No report was presented.

6. COMMUNITY DEVELOPMENT DEPARTMENT

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

City Engineer Diane Hankee reviewed the request for approval of Resolution 24-20 which initiates the 2024 street maintenance portion of the 2024 street rehabilitation project program. 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. She reviewed the areas identified for the maintenance project and noted that the total estimated cost is \$223,000 and funding is from the Pavement Management Fund.

i. Motion to: Approve Resolution 24-20

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Lyden
SECONDER:	Ruhland
AYES:	Lyden, Ruhland, Stoesz, Cavegn, 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 7:05 PM.

These minutes were considered and approved at the regular Council Meeting on April 22, 2024.

Hannah Lynch, City Clerk

Rob Rafferty, Mayor

LINO LAKES CITY COUNCIL WORK SESSION MINUTES

DATE: April 8, 2024
TIME STARTED: 6:00 PM
TIME ENDED: 6:28 PM
MEMBERS PRESENT: Councilmembers Stoesz, Lyden, Ruhland, Mayor Rafferty
MEMBERS ABSENT: Councilmember Cavegn

Staff Members Present: City Administrator Sarah Cotton; Finance Director Hannah Lynch; Human Resources and Communications Manager Meg Sawyer; Public Safety Director John Swenson; Community Development Director Michael Grochala; City Planner Katie Larsen; City Clerk Jolleen Chaika.

1. Review Regular Agenda

Mayor Rafferty reviewed the meeting agenda. Staff provided an overview of submitted staff reports for each agenda item.

Prior to the conclusion of the Work Session, Mayor Rafferty brought up the prior discussion of a fire analysis and the public safety model as discussed at the previous two work sessions. He recollected that the direction was for staff to find a consultant to focus on items 3, 4, and 5 from the 2014 fire analysis. Councilmember Lyden clarified that he did not believe restrictions were placed on the direction to staff, rather, the direction was to find someone to look at (the situation). Mayor Rafferty recalled that Councilmember Cavegn had stated we need to look at how 3, 4, and 5 can work for the city. Councilmember Lyden said that (in 2014), we did this: Put blinders on and put constraints on the report; when we start narrowing it down, we will come up with the same results as before.

Public Safety Director John Swenson reviewed the (draft) minutes and stated that his understanding (from direction provided on April 1, 2024) was that the question posed to him and the next steps should be, "How will fire service be delivered in Lino Lakes?" He advised that staff have assembled several requests for proposals (RFP) from other cities for similar analyses; that staff are continuing to gather information to put together an RFP from Lino Lakes to be submitted to consultants/vendors.

Mayor Rafferty stated that back on March 1, it had been identified that Deputy Director L'Allier was developing a five-year plan and he wanted an update on where that plan was at. Director Swenson clarified that based on the direction from Council at the April 1 work session to work with a consultant, work on the plan has paused so that staff could focus on the RFP. Mayor Rafferty then stated that he wanted to see the five-year the plan as it is now to be sent out to all of Council by tomorrow (April 9, 2024); however, Director Swenson informed Mayor Rafferty that he did not believe a document was available to be sent out to Council though he will check with Deputy Director L'Allier to see what may be available. Mayor Rafferty then directed Director Swenson to have a document or update to Council by Wednesday (April 10, 2024). Mayor Rafferty further stated he is looking for one thing: what we need for a fire department and he thinks that with (L'Allier's) experience and knowledge, he is best suited to write the report.

Director Swenson sought clarification of what Mayor Rafferty is seeking; Mayor Rafferty stated he is looking for the plan. Director Swenson will review with Deputy Director L'Allier and will submit to Council what is available.

Mayor Rafferty then provided a copy of a Star Tribune article, written by Erin Adler, regarding the City of Shakopee and the Shakopee Fire Department and directed that it be distributed to all Councilmembers; a copy of the article has been attached to these minutes for inclusion in the record. Mayor Rafferty commented on the contents of the article and of the consultant who reviewed fire services in Shakopee. He then suggested that there needs to be a split between police and fire and further that Dan L'Allier should be the lead in writing the RFP.

Councilmember Lyden clarified that Shakopee has been in the news for negative reasons; Mayor Rafferty agreed and commented that the consultant has been helpful in identifying issues. Councilmember Lyden spoke of his concerns with Mayor Rafferty's tone and stated that he believes Mayor Rafferty has it in for specific people, that he believes the Mayor is engaging in bullying tactics. Mayor Rafferty disagreed and said he is watching dollars and cents and that it is not about an individual. Mayor Rafferty stated that he believes Director Swenson is better suited as a police officer and that he does not have the knowledge and years of experience as a fire fighter. Director Swenson advised that he has 32 years in police service and has experience in fire since 2015; that Deputy Director L'Allier has more years of experience in fire.

The work session concluded at 6:28 PM.

These minutes were considered and approved at the regular Council Meeting on April 22, 2024.

Hannah Lynch, City Clerk

Rob Rafferty, Mayor

**LINO LAKES CITY COUNCIL
REGULAR MEETING
MINUTES**

DATE: April 8, 2024
TIME STARTED: 6:32 PM
TIME ENDED: 7:14 PM
MEMBERS PRESENT: Councilmembers, Lyden, Stoesz, Ruhland, Mayor Rafferty
MEMBERS ABSENT: Councilmember Cavegn

Staff Members Present: City Administrator Sarah Cotton; Finance Director Hannah Lynch; Human Resources and Communications Manager Meg Sawyer; Public Safety Director John Swenson; Community Development Director Michael Grochala; City Planner Katie Larsen; City Clerk Jolleen Chaika.

The meeting was called to order by Mayor Rafferty at 6:32 PM.

PUBLIC COMMENT

Farraz Yussuf Mohammed, 12724 Leyte Street NE, Blaine. Mr. Mohammed came forward again to speak and noted that he is before Council humbly and to share his story. He noted that over the past weekend, members of the community became aware of his conviction 11 years ago. He said that it is a chapter of his life that he does not shy away from; that he did make mistakes in the past. He noted he served his time and paid his dues and that he has worked hard to get to where he is now. He said that as an entrepreneur he has faced challenges and frivolous lawsuits and that as a builder, he has fewer lawsuits than most. Mr. Mohammed said he finds himself at the forefront of his venture, Madinah Lakes, and that he is aware that there are those who are seeking to use his past to undermine his efforts and to cast doubt on his integrity. He said that Zikkar Holdings will continue forward and asked that Council evaluate the project on its merits and what he sees as potential benefits for the City. He asked for open minds and thoughtful consideration. He advised he remains available to the community for questions or concerns regarding both his past and the proposed development.

Dr. Sara Shady, 7668 Palomino Lane, advised that she and her husband have lived in Lino Lakes for 22 years and have raised their sons here. She said she is a professor at Bethel University where she also serves as Associate Dean of Academic Inclusive Excellence. She has focused her life's work on building bridges across religious, ethnic, and racial divides. She spoke in support of the Madinah Lakes community. She said that she and her husband met with Farraz (Yussef Mohammed) about the project; she is excited about the project and what it will bring to the City. She referenced misinformed opinions about the development and noted she believes the City will benefit from the development. Dr. Shady encouraged the public to refrain from rejecting

factual information about the development and to educate themselves with facts. She also encouraged the community to meet with Mr. Mohammed rather than spread misinformation and dig into his past. She does not believe any other developers who have proposed development in the City have been subjected to the same level of scrutiny. She said that after the application is submitted to the City, there will be opportunities for the community to obtain factual information and to provide feedback on it. She again encouraged the community to reach out to the developer and noted that residents on Carl Street did so; the meeting resulted in changes to the plan. She is dismayed at the levels of hate, suspicion, and levels of disinformation being spread in the community.

1. Motion to: Close Public Comment at 6:42 PM.

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

SETTING THE AGENDA

1. Motion to remove Item 1C for further review and consideration at a future meeting.

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

1. CONSENT AGENDA

- A.** Consider Approval of Expenditures for April 8, 2024 (Check No. 120483 through 120552) in the Amount of \$266,972.48
- B.** Consider Approval of March 25, 2024 Work Session Minutes
- ~~**C.** Consider Approval of March 25, 2024 Council Meeting Minutes~~
- D.** Consider Approval of April 1, 2024 Council Work Session Minutes
- E.** Consider Resolution No. 24-31, Authorizing the Appointment of Hannah Lynch as Interim City Clerk
- F.** Consider Resolution 24-32, Approving a Solicitor Permit for Edward Jones
- G.** Consider Approval of the Hiring of Part-Time Staff for the Rookery Activity Center
- H.** Consider Resolution 24-33, Approving a Special Event Permit for Rice Lake Elementary PTO

i. **Motion to: Approve Consent Agenda Items 1A - 1B and ID-1H**

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

2. FINANCE DEPARTMENT

A. **Consider Resolution No. 24-28, Approving BS&A Software**

City Finance Director Hannah Lynch reviewed the proposal to move forward with new ERP software through BS&A as discussed at several recent work sessions.

i. **Motion to: Approve Resolution 24-28**

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

3. ADMINISTRATION DEPARTMENT

A. **Consider Appointment of Activity Center Coordinator**

Human Resources and Communications Manager Meg Sawyer presented a recommendation to appoint Mikaela Bagley as Activity Center Coordinator.

i. **Motion to: Approve Appointment of Mikaela Bagley as Activity Center Coordinator (Aquatics)**

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

4. PUBLIC SAFETY DEPARTMENT

A. **Approval of Resolution 24-26, Authorizing Grant Agreement for the 2024 Intensive Comprehensive Peace Officer Education and Training Grant**

Public Safety Director John Swenson requested consideration of Resolution 24-26; he reviewed the background of the grant and advised the purpose of the grant is to address the shortage of law enforcement professionals.

i. Motion to: Approve Resolution 24-26 Authorizing Grant Agreement for the 2024 Intensive Comprehensive Peace Officer Education and Training Grant

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

B. Approval of Resolution 24-27, Authorizing Grant Agreement for the 2024 Pathways to Policing Reimbursement Grant

Public Safety Director John Swenson requested consideration of Res. 24-27; he reviewed the background of the grant, which has been around several years; this grant is designed to increase the applicant pool for police officers across the state. This allows for individuals who do not have a college degree to apply. He explained the match terms as provided in his staff report.

i. Motion to: Approve Resolution 24-27 Authorizing Grant Agreement for the 2024 Pathways to Policing Reimbursement Grant

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

5. PUBLIC SERVICES DEPARTMENT

No report was presented.

6. COMMUNITY DEVELOPMENT DEPARTMENT

i. Watermark 7th Addition

City Planner Katie Larsen presented three resolutions for Council's consideration related to the 7th Addition of the Watermark development. The 7th Addition plat proposes 106 single family lots and eight (8) outlots.

- i. Consider Resolution No. 24-23, Approving PUD Final Plan/Final Plat
- ii. Consider Resolution No. 24-24, Approving Development Agreement and Planned Unit Development Agreement
- iii. Consider Resolution No. 24-25, Approving Open Space Easement Agreement

a. Motion to: Approve Resolution 24-23 Approving PUD Final Plan/Final Plat

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

b. Motion to: Approve Resolution 24-24 Approving Development Agreement and PUD Agreement

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

c. Motion to: Approve Resolution 24-25 Approving Open Space Easement Agreement

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

B. Consider Resolution 24-29, Approving Amendment to the CSAH 49/CRJ Reconstruction Project Joint Powers Agreement with Anoka County

Community Development Director Michael Grochala requested Council approval of an amendment to the Joint Powers Agreement (JPA) with Anoka County for the CSAH 49/CR J reconstruction project. He provided background on the underlying JPA and an updated estimated cost for the City as outlined in his staff report.

i. Motion to: Approve Resolution 24-29, Approving Amendment to the CSAH 49/CRJ Reconstruction Project Joint Powers Agreement

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

C. Consider Resolution No. 24-30, Approving Right-of-Way Acquisition for the 77th Street/Market Place Drive Improvement Project, 698 77th Street.

Community Development Director Michael Grochala requested Council approval to purchase the right-of-way for the Marketplace Drive Realignment Project which proposes to realign 77th Street to connect with the existing Marketplace Drive/Lake Drive intersection. The acquisition terms proposed with the property owner is \$33,000.00.

i. Motion to: Approve Resolution No. 24-30, Approving Right-of-Way Acquisition for the 77th Street/Market Place Drive Improvement Project

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

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 7:14 PM.

These minutes were considered and approved at the regular Council Meeting on April 22, 2024.

Hannah Lynch, 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: April 22, 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
Alexandra	Lambert	Lifeguard
Cole	Eberspacher	Lifeguard
Abigail	Rink	Lifeguard
Tyler	Thaemlitz	Lifeguard
Raiden	Bankston	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 5A**

STAFF ORIGINATOR: Veronica Kubicek, PE Project Engineer

MEETING DATE: April 22, 2024

TOPIC: Consider Resolution 24-22, Accepting Quotes and Awarding a Construction Contract, 2024 Trail Maintenance Project

VOTE REQUIRED: 3/5

INTRODUCTION

Staff is requesting Council approval to accept quotes and award the construction contract for the 2024 Trail Maintenance Project.

BACKGROUND

The 2024 Trail Maintenance Project includes milling and repaving trail segments that are in poor condition. This is in conformance with the City's Trail Capital Improvement Plan. To maximize the amount of trail maintenance completed, the City requested base quotes and alternates as follows:

- Country Lakes Drive East (Base Quote)
- Choke Cherry Road (Base Quote)
- Country Lake Drive West (Alternate 1)
- Birch Street (Alternate 2)
- 12th Avenue (Alternate 3)

Quotes were received on March 25, 2024.

CONTRACTOR	BASE QUOTE	ALT 1	ALT 2	ALT 3
Winberg Companies	\$79,894.50	\$48,161.10	\$26,397.00	\$31,164.00
Bituminous Roadways Inc.	\$105,170.00	\$61,324.00	\$29,048.00	\$26,620.00
Allied Inc.	Did not Quote			
Arnt Co.	Did not Quote			
Dimke Excavating Inc.	Did not Quote			

Staff is recommending awarding the base quote and alternate 2 and 3. We are deferring Alternate 1 Country Lake Drive West to a future year due to budget. The low quote submitted

by Winberg Companies of Shafer, Minnesota, for the base quote and alternate 2 and 3 is a total amount of \$137,455.50.

The project plans are enclosed. The project is funded through the General Fund – Parks Department. Winberg Companies has adequately completed projects in the City of Lino Lakes in the past.

The estimated schedule for the project:

City Council Approve Quotes and Award Project	April 22, 2024
Construction	May-June 2024
Final Completion	July 31 st , 2024

RECOMMENDATION

Staff is recommending approval of Resolution No. 24-22, accepting quotes and awarding a construction contract for the 2024 Trail Maintenance Project for the Base, Alternate 2, and Alternate 3 in the amount of \$137,455.50 to Winberg Companies.

ATTACHMENTS

1. Resolution No. 24-22
2. Construction Plan

**CITY OF LINO LAKES
RESOLUTION NO. 24-22**

**RESOLUTION ACCEPTING QUOTES, AND AWARDING A CONSTRUCTION
CONTRACT, 2024 TRAIL MAINTENANCE PROJECT**

WHEREAS, pursuant to a request for quotes for the construction of the 2024 Trail Maintenance Project, quotes were received, and tabulated:

CONTRACTOR	BASE QUOTE	ALT 1	ALT 2	ALT 3
Winberg Companies	\$79,894.50	\$48,161.10	\$26,397.00	\$31,164.00
Bituminous Roadways Inc.	\$105,170.00	\$61,324.00	\$29,048.00	\$26,620.00
Allied Inc.	Did not Quote			
Arnt Co.	Did not Quote			
Dimke Excavating Inc.	Did not Quote			

WHEREAS, it appears the Winberg Companies of Shafer, Minnesota is the lowest possible bidder for the base quote, Alternate 2, and Alternate 3.

WHEREAS, the funding for the project is from the General Fund – Parks Department.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Lino Lakes, Minnesota that the Mayor and Clerk are hereby authorized and directed to enter into a contract with Winberg Companies for the construction of the Base, Alternate 2, and Alternate 3 of the 2024 Trail Maintenance Project in the amount of \$137,455.50;

Adopted by the City Council of the City of Lino Lakes this 22nd day of April, 2024.

Rob Rafferty, Mayor

ATTEST:

Hannah Lynch, City Clerk



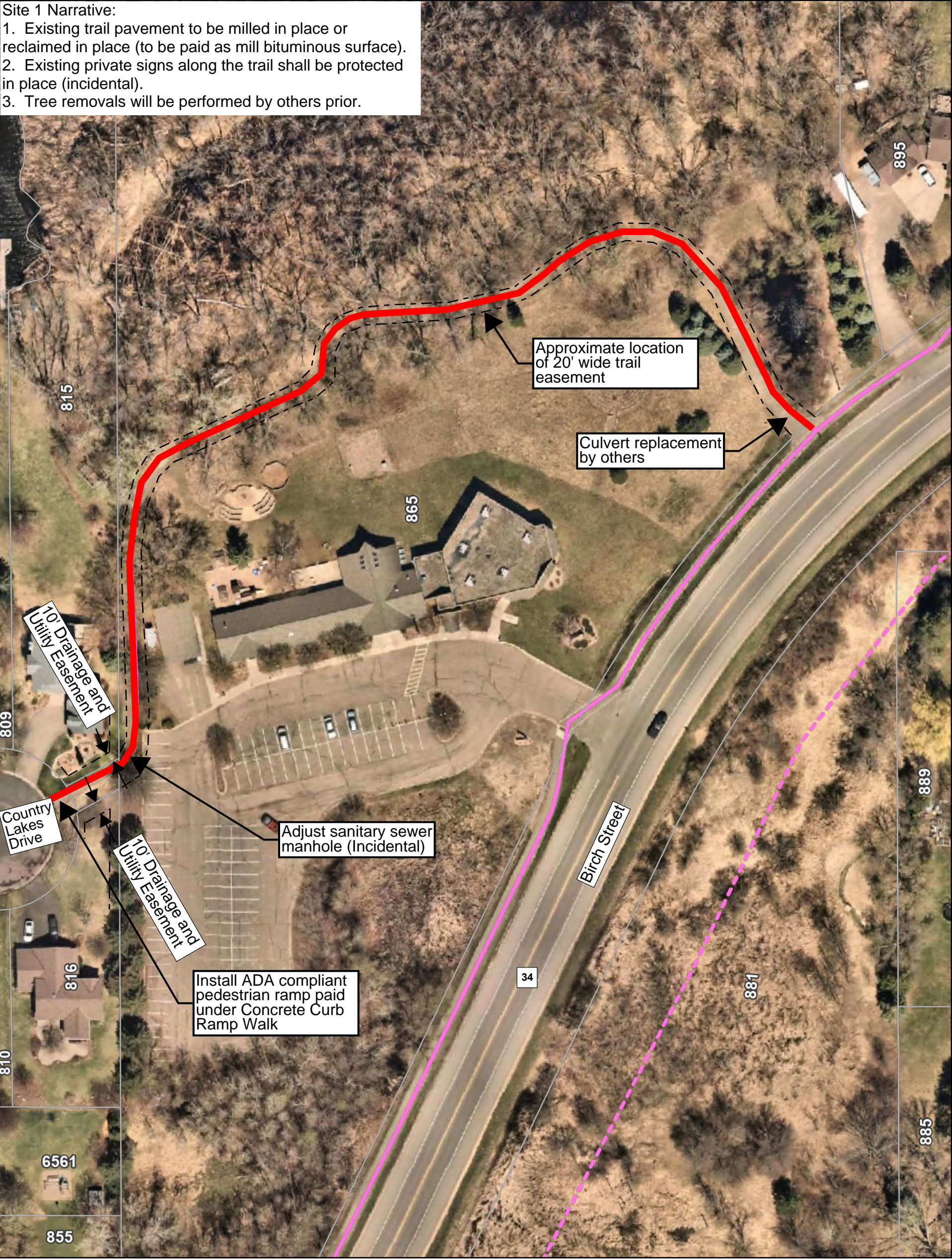
Legend:
— Proposed Trail Repairs



Project Location
2024 Trail Maintenance Project
City of Lino Lakes, MN



Site 1 Narrative:
1. Existing trail pavement to be milled in place or reclaimed in place (to be paid as mill bituminous surface).
2. Existing private signs along the trail shall be protected in place (incidental).
3. Tree removals will be performed by others prior.



- Legend:
- Existing Trail
 - Future Trail
 - Proposed Trail Repairs



Country Lakes Drive East
Site 1 Improvements
2024 Trail Maintenance Project
City of Lino Lakes, MN

Site 2 Narrative:
1. Existing trail pavement to be milled in place or reclaimed in place (to be paid as mill bituminous surface).
2. Existing private signs along the trail shall be protected in place (incidental).



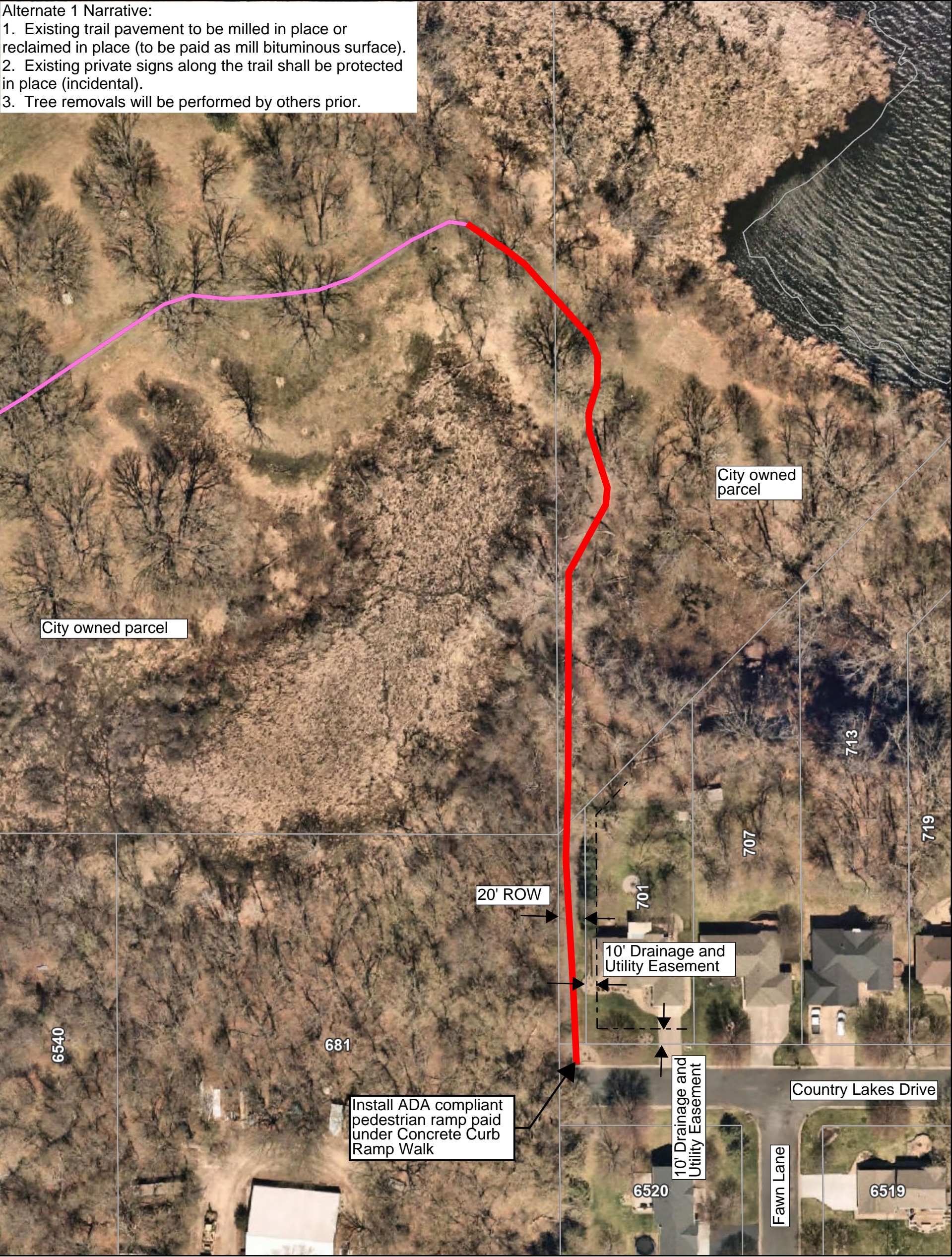
- Legend:
- Existing Trail
 - Future Trail
 - Proposed Trail Repairs



Chokecherry Road
Site 2 Improvements
2024 Trail Maintenance Project
City of Lino Lakes, MN



- Alternate 1 Narrative:
- 1. Existing trail pavement to be milled in place or reclaimed in place (to be paid as mill bituminous surface).
 - 2. Existing private signs along the trail shall be protected in place (incidental).
 - 3. Tree removals will be performed by others prior.



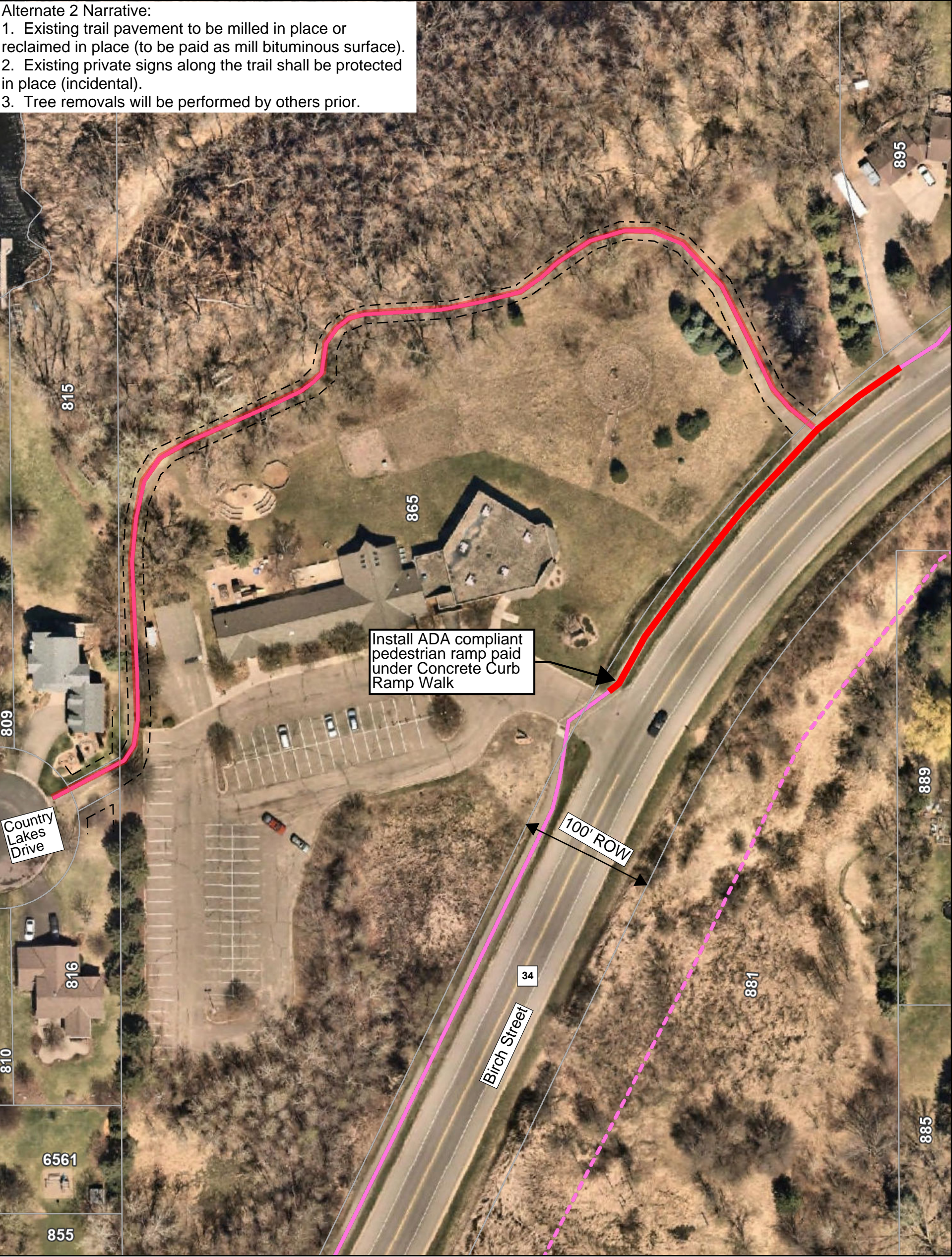
- Legend:
- Existing Trail
 - Future Trail
 - Proposed Trail Repairs



Country Lakes Drive West
ALTERNATE 1 Improvements
2024 Trail Maintenance Project
City of Lino Lakes, MN



- Alternate 2 Narrative:
- 1. Existing trail pavement to be milled in place or reclaimed in place (to be paid as mill bituminous surface).
 - 2. Existing private signs along the trail shall be protected in place (incidental).
 - 3. Tree removals will be performed by others prior.



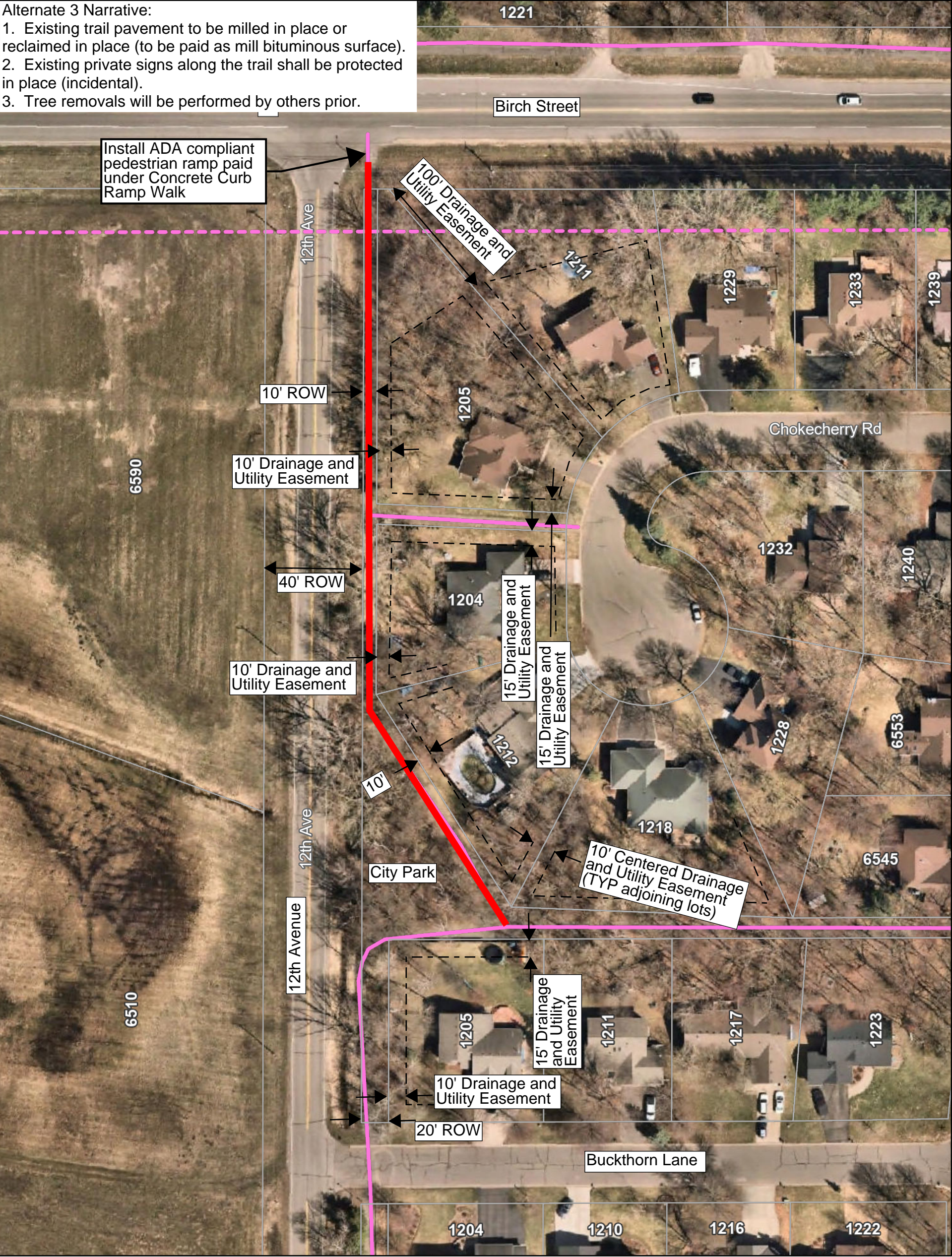
- Legend:
- Existing Trail
 - Future Trail
 - Proposed Trail Repairs



Birch Street
ALTERNATE 2 Improvements
2024 Trail Maintenance Project
City of Lino Lakes, MN



- Alternate 3 Narrative:
1. Existing trail pavement to be milled in place or reclaimed in place (to be paid as mill bituminous surface).
 2. Existing private signs along the trail shall be protected in place (incidental).
 3. Tree removals will be performed by others prior.



- Legend:
- Existing Trail
 - Future Trail
 - Proposed Trail Repairs



12th Avenue
ALTERNATE 3 Improvements
2024 Trail Maintenance Project
City of Lino Lakes, MN



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

STAFF ORIGINATOR: Andy Nelson, Environmental Coordinator

MEETING DATE: April 22th, 2024

TOPIC: Resolution No. 24-44, Approving Centerville Lake Alum Treatment Cost-share Agreement with Rice Creek Watershed District

VOTE REQUIRED: Simple Majority

INTRODUCTION

Staff is requesting City Council consideration to approve a cost-share agreement with Rice Creek Watershed District (RCWD) for an aluminum sulfate treatment for Centerville Lake in an amount not to exceed \$35,000.

BACKGROUND

Rice Creek Watershed District (RCWD) has been awarded \$954,500 in State of Minnesota Clean Water Fund grant funding to be used for improving water quality in Centerville Lake. 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. The treatments are scheduled to begin in spring of 2024.

RCWD is requesting a financial contribution from each project partner to assist with meeting the 10% local grant match requirement. Partners on this project include the City of Centerville, Anoka County, and the City of Lino Lakes. RCWD is requesting 22.6% of the local match required or \$35,000, whichever is less, from each of the project partners. RCWD will be providing the remaining portion of the match requirement and any additional money needed should the project go over budget.

Support for this financial partnership can be found in the Lino Lakes Local Water Management Plan. The following goals and policies related to water quality management are applicable to the Centerville Alum Treatment project:

Goal 2.1

Protect and improve water quality and the scenic and ecological values of City lakes, wetlands, and other aquatic assets.

Policy 2.1B

Preserve and improve the recreational resources associated with water by improving water quality.

Goal 2.2

Initiate and continue collaborations to address, restore, and preserve the water quality of the region's lakes, wetlands, and other aquatic assets.

Policy 2.2A

Work with and partner with the RCWD, VLAWMO, and adjacent local governments to protect high quality resources.

Policy 2.2B

Collaborate with adjacent jurisdictions and agencies to meet TMDL goals and remove impaired water bodies from the impaired waters list.

Goal 7.1

Identify, protect, and preserve the desirable natural areas and ecological and aquatic resources of the community.

Policy 7.1B

Maintain the partnership of Lino Lakes and RCWD and other groups such as Anoka County to maintain, restore, and manage the aquatic, aquatic dependent, and upland areas of the City.

The City contribution to the project would come from the Surface Water Management Fund. This fund was created in 1992 to meet administrative, planning, ponding, and water quality requirements imposed by State and Federal regulations. These funds are specifically intended for water quality projects. The City annually plans for water quality improvements to implement the Local Water Management Plan goals and policies.

The Environmental Board voted in favor of supporting the Centerville Lake aluminum sulfate treatments at their January 31st, 2024 meeting.

The City Council was provided with an overview and background information on the alum treatment project at the March 4th, 2024 Work Session, and the April 1st, 2024 Work Session. The Council directed staff to provide the Rice Creek Watershed District Board of Managers with a recommendation to establish a long-range management plan including potential funding sources to prepare for any future treatments for the lake after the initial grant-funded alum treatments that will be completed in 2024-2026. A letter to this effect will be sent with the executed agreement.

RECOMMENDATION

Staff recommends adoption of Resolution No. 24-44, Approving the Centerville Lake Alum Treatment Cost-share Agreement with Rice Creek Watershed District.

ATTACHMENTS

1. Resolution No. 24-44
2. Cost-share Agreement for Centerville Lake Internal Phosphorous Load Reduction Project

**CITY OF LINO LAKES
RESOLUTION NO. 24-44**

**RESOLUTION APPROVING CENTERVILLE LAKE ALUM TREATMENT COST-SHARE
AGREEMENT WITH RICE CREEK WATERSHED DISTRICT**

WHEREAS, poor water quality impacting recreational uses and ecological health of Centerville Lake has been attributed to internal phosphorous loading; and

WHEREAS, the Rice Creek Watershed District (RCWD) has acquired \$954,500 from the State of Minnesota Clean Water Fund grant to be used for an aluminum sulfate treatment on Centerville Lake to improve water quality; and

WHEREAS, the grant requires a 10% local match; and

WHEREAS, RCWD has proposed a cost-share agreement between RCWD, the City of Centerville, Anoka County, and the City of Lino Lakes to help cover the required local grant match; and

WHEREAS, each partner is being asked to contribute 22.6% of the local match, or \$35,000, whichever is lower; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of Lino Lakes, Minnesota that the Mayor and Clerk are hereby authorized and directed to enter into a cost-share agreement with Rice Creek Watershed District to facilitate an alum treatment for Centerville Lake.

Adopted by the City Council of the City of Lino Lakes this 22nd day of April, 2024.

Rob Rafferty, Mayor

ATTEST:

Hannah Lynch, City Clerk

**COST-SHARE AGREEMENT
RICE CREEK WATERSHED DISTRICT and CITY OF LINO LAKES**

Centerville Lake Internal Phosphorus Load Reduction Project

A. The Rice Creek Watershed District (“RCWD”) and the City of Lino Lakes (“City”) enter into this agreement to facilitate RCWD performance of the Centerville Lake Internal Phosphorus Load Reduction Project (“Project”), intending it to be legally binding.

B. The Project will provide for the in-lake application of aluminum sulfate (“alum”) to Centerville Lake, in order to reduce sediment-phosphorus release within the lake and improve water quality and clarity. The Project plan provides for two applications, in 2024 and 2026. Between the two applications, RCWD will collect sediment cores and use sediment chemistry data to refine the second dose. RCWD estimates that the activity will reduce phosphorus loading to Centerville Lake by 178 pounds annually, and will allow the lake to transition from impaired to unimpaired status.

C. RCWD applied to the State of Minnesota for a competitive Clean Water Fund (CWF) grant for the Project, and has been awarded a grant in the amount of \$954,500. The grant requires a local match in the amount of 10 percent of the grant award. The City finds the Project to be in the public interest, and wishes to contribute a part of the local match in order to advance the Project.

D. RCWD has retained a qualified and experienced engineering firm to determine dosage and prepare specifications for the Project and to monitor the application. RCWD is prepared shortly to issue a request for quotes and to contract for application in Spring 2024.

ACCORDINGLY:

1. RCWD will maintain contracts with the engineer and applicator, and will be responsible to implement the Project, make all judgments in the performance of the Project, and make all payments due to the engineer and applicator. RCWD will be responsible to conform to the CWF grant agreement and will receive all payments thereunder for Project use.

2. When the work under the applicator’s contract is completed, RCWD will provide to the City an accounting of: (a) RCWD payment under the engineer’s and applicator’s contracts; (b) the amount of grant funds received; and (c) the amount of the RCWD payment to the engineer and applicator not covered by grant funds (“local share”). Within 30 days of receiving the accounting, the City will disburse to RCWD an amount equal to 22.6 percent of the local share or \$35,000, whichever is less.

3. This agreement is not a joint powers agreement within the meaning of Minnesota Statutes §471.59 and neither party agrees to be responsible for the acts or omissions of the other party within the meaning of subdivision 1a(a) of that statute. Each party is responsible for its own acts and omissions to the extent authorized by law. This agreement creates no right in any third party, and waives no immunity, defense or liability limit with respect to any third party or the other party to the agreement. Only contractual remedies are available for the failure of a party to fulfill the terms of the agreement.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands.

CITY of LINO LAKES

By: _____

Its: _____

Dated: _____

By: _____

Its: _____

Dated: _____

RICE CREEK WATERSHED DISTRICT

By: _____

Its: _____

Dated: _____

By: _____

Its: _____

Dated: _____

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

STAFF ORIGINATOR: Andy Nelson, Environmental Coordinator

MEETING DATE: April 22th, 2024

TOPIC: Resolution No. 24-42, Accepting Quotes and Awarding Contract, 2024 Spring Boulevard Tree Planting

VOTE REQUIRED: Simple Majority

INTRODUCTION

Staff is requesting authorization to accept quotes and award a contract for the 2024 Spring Boulevard Tree Planting.

BACKGROUND

The City requires new boulevard trees to be planted in all new residential subdivisions in accordance with Chapter 1007.043 (17), the landscaping section of the Zoning Ordinance. Both the Environmental Board and the City Council have also supported replacing boulevard trees that die in order to maintain the many benefits that these trees provide to the community. The trees planted for new residential properties are purchased with developer funds collected as part of development agreements. The replacements for trees that die are purchased with City forestry funds.

Each spring, City staff coordinates these tree plantings to ensure that the trees and planting methods used meet City standards to ensure high quality plantings that will maximize the benefits provided by trees while minimizing long-term maintenance costs.

The 2024 spring boulevard tree planting includes the installation of 72 boulevard trees. 13 of these trees will be installed on new residential lots, 59 will be replacements for trees that have died from emerald ash borer, other pests and pathogens, storm damage, or other structural problems that led to their removals.

CONTRACTOR	CITY TREES	DEVELOPER TREES	TOTAL QUOTE
Hoffman and McNamara	\$28,787.00	\$6,422.00	\$35,209.00
Midwest Landscapes	\$31,106.00	\$6,601.00	\$37,707.00
Margolis Company	\$38,055.00	\$7,740.00	\$45,795.00

RECOMMENDATION

Staff recommends adoption of Resolution No. 24-42, accepting quotes and awarding a contract for boulevard tree planting in the amount of \$35,209.00 to Hoffman and McNamara.

ATTACHMENTS

1. Resolution No. 24-42

**CITY OF LINO LAKES
RESOLUTION NO. 24-42**

**RESOLUTION ACCEPTING QUOTES AND AWARDING A CONTRACT FOR 2024
SPRING BOULEVARD TREE PLANTING**

WHEREAS, pursuant to a request for quotes for boulevard tree planting to take place in the spring of 2024, quotes were received and tabulated:

CONTRACTOR	CITY TREES	DEVELOPER TREES	TOTAL QUOTE
Hoffman and McNamara	\$28,787.00	\$6,422.00	\$35,209.00
Midwest Landscapes	\$31,106.00	\$6,601.00	\$37,707.00
Margolis Company	\$38,055.00	\$7,740.00	\$45,795.00

WHEREAS, it appears that Hoffman and McNamara is the lowest responsible bidder; and

WHEREAS, the funding for the project is from the General Fund Forestry Budget and boulevard tree funds collected as part of development agreements for residential subdivisions; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of Lino Lakes, Minnesota that the Mayor and Clerk are hereby authorized and directed to enter into a contract with Hoffman and McNamara for boulevard tree plantings in the amount of \$35,209.00.

Adopted by the City Council of the City of Lino Lakes this 22nd day of April, 2024.

Rob Rafferty, Mayor

ATTEST:

Hannah Lynch, City Clerk

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

STAFF ORIGINATOR: Veronica Kubicek, PE Project Engineer

MEETING DATE: April 22, 2024

TOPIC: Consider Resolution 24-37, Accepting Bids, Awarding a Construction Contract for the 2024 Rejuvenator Project

VOTE REQUIRED: 3/5

INTRODUCTION

Staff is requesting Council approval to accept bids and award a construction contract for the 2024 Rejuvenator Project.

BACKGROUND

On March 25th, 2024 the City Council ordered the project and authorized the advertisement for bid for the 2024 Rejuvenator Project.

The Street Maintenance Project includes applying a maltene-based asphalt rejuvenator. Rejuvenators are a product many Cities are using in lieu of seal coating. The City has completed three rejuvenator projects the past. As part of this project, the maltene-based product will be placed on the streets, followed by a sand so vehicles can still drive over it. 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

Bids were received on Wednesday, April 17, 2024. A total of 2 bids were received and are summarized in the following table:

Contractor	Base Bid
Allied Blacktop Company	\$110,464.00
Corrective Asphalt Materials	\$191,109.00

The low bid was submitted by Allied Blacktop Company in the base bid amount of \$110,464.00 which is within the planned budget and is being recommended for award. Allied Blacktop Company successfully completed the City's 2023 Crack Fill and Seal Coat Project.

The estimated total project cost including contingency and overhead is \$140,000. The project is funded through the Pavement Management Funds.

The substantial completion date which includes sweeping and site cleanup is August 2, 2024 and the final completion date for this project is August 30, 2024.

RECOMMENDATION

Staff is recommending approval of Resolution No. 24-37, Accept Bids and Awarding a Construction Contract for the 2024 Rejuvenator Project.

ATTACHMENTS

1. Resolution No. 24-37
2. Project Location Map
3. Bid Summary

**CITY OF LINO LAKES
RESOLUTION NO. 24-37**

**RESOLUTION ACCEPT BIDS, AWARDING A CONSTRUCTION CONTRACT, 2024
REJUVENATOR PROJECT**

WHEREAS, pursuant to an advertisement for bids for the construction of the 2024 Rejuvenator Project, bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement; and

Contractor	Base Bid
Allied Blacktop Company	\$110,464.00
Corrective Asphalt Materials	\$191,109.00

WHEREAS, it appears that Allied Blacktop Company is the lowest responsible bidder; and

WHEREAS, the City Council finds that it would be in the best interest of the city to proceed with the project,

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

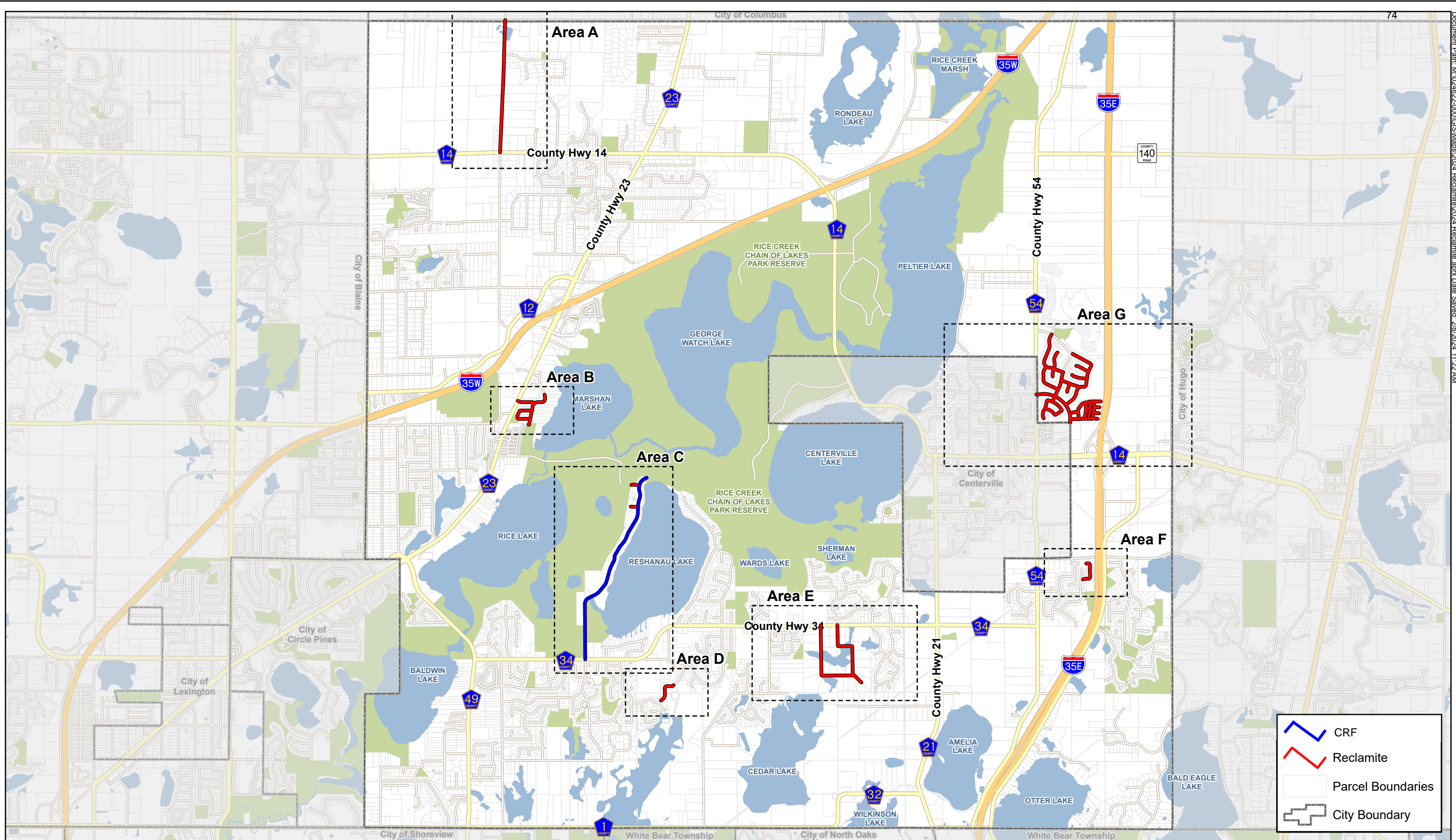
1. The Mayor and Clerk are hereby authorized and directed to enter into a contract with Allied Blacktop Company in the amount of \$110,464.00 by the name of the City of Lino Lakes for the construction of the 2024 Rejuvenator Project according to the plans and specifications approved by the City Council and on file in the office of the City Clerk.
2. The City Clerk is hereby authorized and directed to return forthwith to all bidder the Bid Bonds made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

Adopted by the City Council of the City of Lino Lakes this 22nd day of April, 2024.

Rob Rafferty, Mayor

ATTEST:

Hannah Lynch, City Clerk



BID TABULATION SUMMARY

PROJECT:
2024 Rejuvenator Project

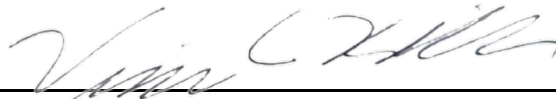
OWNER:
City of Lino Lakes, MN

WSB PROJECT NO.:
024622-000

Bids Opened: Wednesday, April 17, 2024, at 9:00 am

Contractor		Bid Security (5%)	Total Bid
1	Allied Blacktop Company	X	\$110,464.00
2	Corrective Asphalt Materials LLC	X	\$191,109.00
Engineer's Opinion of Cost			\$202,300.00

I hereby certify that this is a true and correct tabulation of the bids as received on April 17, 2024.



Veronica Kubicek, Project Manager

Denotes corrected figure

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

STAFF ORIGINATOR: Michael Grochala, Community Development Director

MEETING DATE: April 22, 2024

TOPIC: Consider Resolution No. 24-38 Approving Joint Powers Agreement with the City of Shoreview for the Roundabout Landscaping and Storm Sewer Maintenance at the CSAH 49 (Hodgson Rd) and CSAH 32 (County Road J) Roundabout

VOTE REQUIRED: 3/5

INTRODUCTION

Staff is requesting approval of the Joint Powers Agreement (JPA) with the City of Shoreview for the Roundabout Landscaping and Storm Sewer Maintenance at the CSAH 49 (Hodgson Rd) and CSAH 32 (County Road J) Roundabout.

BACKGROUND

The CSAH 49 (Hodgson Rd) and CSAH 32 (County Road J) intersection is under construction. The project is led by Anoka County in coordination with Ramsey County and the Cities of Lino Lakes and Shoreview. Under the terms of the Anoka County JPA, construction of the roundabout landscaping, and ongoing maintenance of landscaping and storm sewer improvements is the responsibility of the Cities. Accordingly, staff has drafted a JPA to address maintenance responsibilities between Lino Lakes and Shoreview.

Under terms of the JPA Lino Lakes and Shoreview will equally split the roundabout landscaping construction cost. Lino Lakes will be responsible for maintenance and irrigation of the roundabout landscaping. 50% of inspection and maintenance costs will be charged to Shoreview annually.

Lino Lakes will be responsible for inspection and maintenance of the storm sewer (except catch basins and leads), and the filtration basin. 50% of inspection and maintenance costs will be charged to Shoreview annually.

RECOMMENDATION

Staff is recommending adoption of Resolution No. 24-38 approving the Joint Powers Agreement with the City of Shoreview for the Roundabout Landscaping and Storm Sewer Maintenance at the CSAH 49 (Hodgson Rd) and CSAH 32 (County Road J) Roundabout.

ATTACHMENTS

1. Resolution No. 24-38
2. Joint Powers Agreement

**CITY OF LINO LAKES
RESOLUTION NO. 24-38**

**APPROVING THE JOINT POWERS AGREEMENT WITH THE CITY OF
SHOREVIEW, MINNESOTA FOR ROUNDABOUT CENTER LANDSCAPING
AND STORM WATER SYSTEM MAINTENANCE OF THE CSAH 49 (HODGSON
ROAD) AND CSAH 32 (COUNTY ROAD J) ROUNDABOUT**

WHEREAS, the CSAH 49 (Hodgson Rd) and CSAH 32 (County Road J) intersection is being reconstructed with a roundabout. The project is led by Anoka County in coordination with Ramsey County and the Cities of the Lino Lakes and Shoreview, and,

WHEREAS, County Road J is a border road between Lino Lakes and Shoreview; and,

WHEREAS, the project includes roundabout landscaping and storm sewer improvements that are the responsibility of the Cities' to maintain; and

WHEREAS, the parties agree that it is in their best interest that the roundabout landscaping installation cost and maintenance costs be shared; and

WHEREAS, Minn. Stat. § 471.59 authorizes political subdivisions of the state to enter into joint powers agreements for the joint exercise of powers common to each.

NOW, THEREFORE BE IT RESOLVED by The City Council of The City of Lino Lakes approves the Joint Powers Agreement with the City of Shoreview for the Roundabout Landscaping and Storm Sewer Maintenance at the CSAH 49 (Hodgson Rd) and CSAH 32 (County Road J) Roundabout. The Mayor and Clerk are hereby authorized to execute the agreement on behalf of the City.

Adopted by the Council of the City of Lino Lakes this 22nd day of April, 2024.

Rob Rafferty, Mayor

ATTEST:

Hannah Lynch, City Clerk

**JOINT POWERS AGREEMENT FOR
ROUNABOUT CENTER LANDSCAPING AND STORM WATER SYSTEM
MAINTENANCE OF THE CSAH 49 AT RAMSEY COUNTY CSAH 1 / ANOKA COUNTY
CSAH 32 ROUNABOUT**

This Agreement made and entered into this _____ day of _____, 2024, by and between the City of Lino Lakes, 600 Town Center Parkway, Lino Lakes, MN 55014, hereinafter referred to as "Lino Lakes" and the City of Shoreview, 4600 Victoria Street North, Shoreview, MN 55126, hereinafter referred to as "Shoreview".

WITNESSETH

WHEREAS, Anoka County and Ramsey County are reconstructing the intersection of County State Aid Highway 49 (Hodgson Road), hereinafter referred to as CSAH 49, and Anoka County State Aid Highway 32 (Ash Street)/ Ramsey County State Aid Highway 1 (County Road J), hereinafter referred to as CSAH 32/CSAH 1 which is a shared border between Lino Lakes and Shoreview, the "Cities"; and

WHEREAS, the Cities consider it mutually desirable to divide the cost equally for the installation of a landscaped roundabout center island; and

WHEREAS, pursuant to Anoka County and Ramsey County policies and the Joint Powers Agreement between Anoka and Ramsey Counties and the Cities, the maintenance of the storm sewer (except catch basins and leads), filtration basin, and landscaped roundabout center island is the responsibility of the Cities; and

WHEREAS, the Cities also consider it mutually desirable to divide the cost equally for the maintenance of the storm sewer (except catch basins and leads), filtration basin, landscaped roundabout center island; and

WHEREAS, Minnesota Statutes Section 471.59 authorizes political subdivisions of the State to enter into joint powers agreements for the joint exercise of powers common to each.

NOW, THEREFORE, IT IS MUTUALLY STIPULATED AND AGREED:

I. PURPOSE

The Cities have joined together for the purpose of sharing the installation cost of the landscaped roundabout center. The City of Lino Lakes will bid the landscaping project and Shoreview will reimburse the City of Lino Lakes as outlined within.

The Cities will share the maintenance cost of the storm sewer (except catch basins and leads), filtration basin, and landscaped roundabout center island at the roundabout at CSAH 49 at Ramsey County CSAH 1/Anoka County CSAH 32.

II. METHOD AND COSTS

Roundabout Landscaping Cost

The estimated construction costs and City cost shares for the CSAH 49 at Ramsey County CSAH 1/Anoka County CSAH 32 landscaped roundabout center are shown in Exhibit C. Actual costs will vary and those will be the costs for which the relevant parties will be responsible. The total estimated roundabout landscaping cost is \$49,423.50. The City of Lino Lake's cost share is \$25,888.50 and the City of Shoreview's cost share is \$23,535.00.

After award of the contract, the City of Lino Lakes shall receive from Shoreview ninety percent (90%) of its estimated share of the project cost within 60 days of award of a

construction contract. Prior to billing this estimate will be updated by Lino Lakes to reflect actual bid prices as awarded. An updated cost estimate shall be provided to Shoreview at the time of billing.

Upon final completion of the project, Shoreview's share of the cost will be based upon actual costs incurred. If necessary, adjustments to the initial ninety (90%) charged will be made in the form of credit or additional charges to Shoreview's remaining ten percent (10%) share of the project costs. Final payment shall be due within 30 days of billing by Lino Lakes.

Roundabout Landscaping Maintenance

Lino Lakes will maintain and irrigate the roundabout center landscaping per the enclosed schedule, Exhibit A. Shoreview will reimburse Lino Lakes for one half of inspection and maintenance costs annually. Lino Lakes will coordinate with Shoreview prior to incurring costs. Each City agrees to pay the other maintenance costs as are billed to it within 30 days of receipt of an invoice.

Storm Sewer and Filtration Basin Maintenance

Lino Lakes will inspect and maintain the storm sewer (except catch basins and leads) and the filtration basin, Exhibit B. The filtration basin is located at the northeast corner of CSAH 49 at Ramsey County CSAH 1/Anoka County CSAH 32 intersection. The facilities will be maintained in accordance with the Lino Lakes' Programmatic Maintenance Agreement in place with Rice Creek Watershed District and enclosed schedule. Shoreview will reimburse Lino Lakes for one half of inspection and maintenance costs annually. Lino Lakes will coordinate with Shoreview prior to incurring costs. Each City agrees to pay the other maintenance costs as are billed to it within 30 days of receipt of an invoice.

III. STRICT ACCOUNTABILITY

A strict accounting shall be made of all bills received by each City and shall be made upon request by either party.

IV. NOTICE

For purposes of delivery of any notices hereunder, the notice shall be effective if delivered to the City Manager of Shoreview, 4600 Victoria Street North, Shoreview, MN 55126, and the City Administrator of Lino Lakes, 600 Town Center Parkway, Lino Lakes, MN 55014.

V. INDEMNIFICATION

Lino Lakes and Shoreview agree to mutually indemnify and hold each other harmless from any claims, losses, costs, expenses or damages resulting from the acts or omissions of the respective officers, agents, or employees relating to activities conducted by either party under this Agreement.

VI. ENTIRE AGREEMENT REQUIREMENT OF WRITING

It is understood and agreed that the entire agreement of the parties is contained herein and that this Agreement supersedes all oral agreements and all negotiations between the parties relating to the subject matter thereof, as well as any previous agreement presently in effect between the parties to the subject matter thereof. Any alterations, variations, or modifications of the provisions of this Agreement shall be valid only when they have been reduced to writing and duly signed by the parties.

IN WITNESS WHEREOF, the parties of this Agreement have hereunto set their hands on the dates written below.

CITY OF SHOREVIEW

By: _____
Sue Denkinger
Mayor

Dated: _____

ATTEST:

By: _____
Brad Martens
City Manager

Dated: _____

CITY OF LINO LAKES

By: _____
Rob Rafferty
Mayor

Dated: _____

ATTEST:

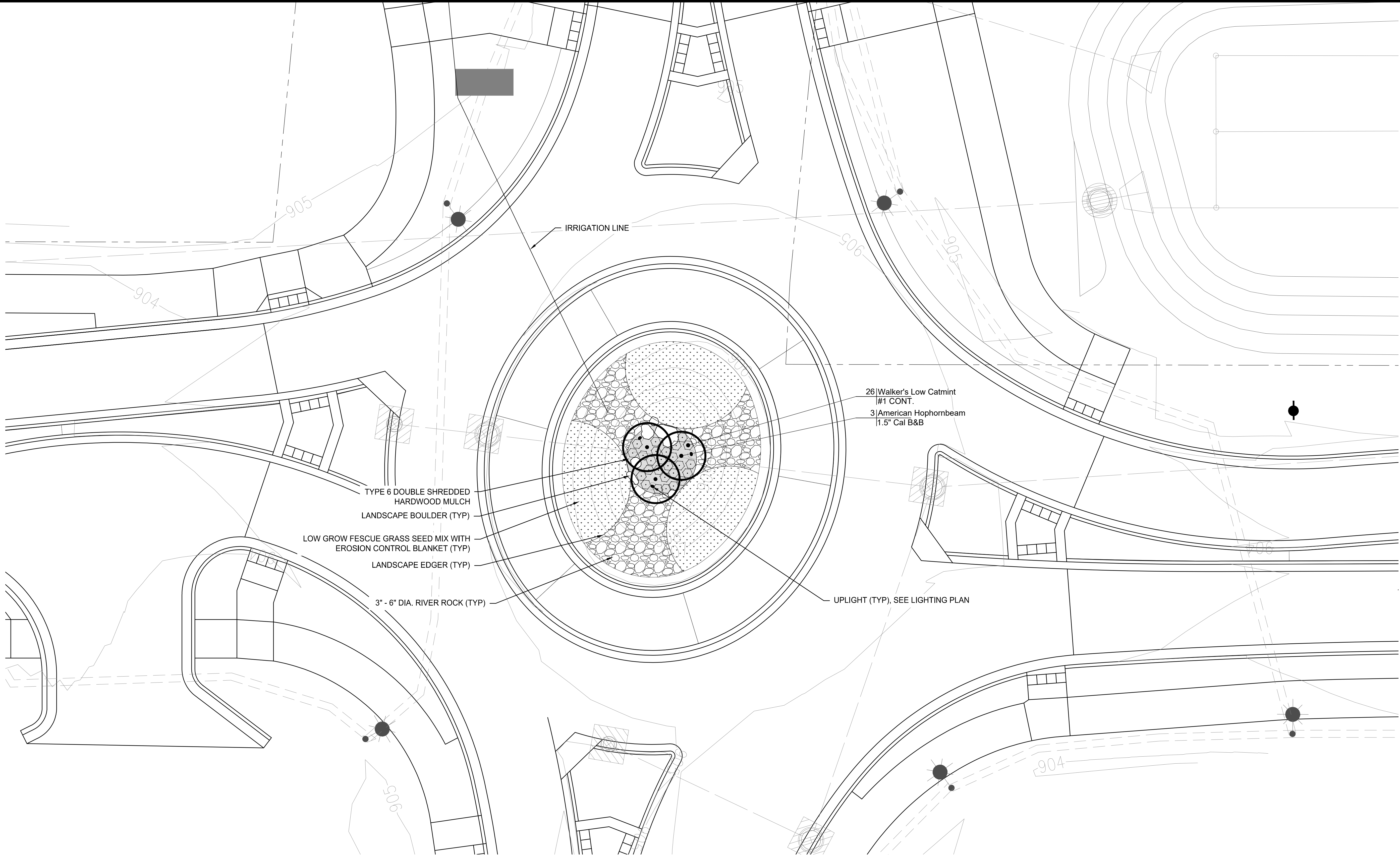
By: _____
Jolleen Chaika
City Clerk

Dated: _____

EXHIBIT A

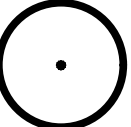

Activity	Frequency
Remove and replace dead plants and reseed empty patches	As needed (for first 12 month after installation)
Mow Grow Low Fescue Grass	Each fall
Remove garbage and debris	Each spring and fall
Remove weeds from river rock and mulched areas	Twice during growing season
Prune trees	Later winter / early spring
Top dress hardwood mulch	Each spring
Inspect up-light units	Annually
Repair/adjust irrigation spray heads	As needed
Repair/adjust landscape edging	As needed

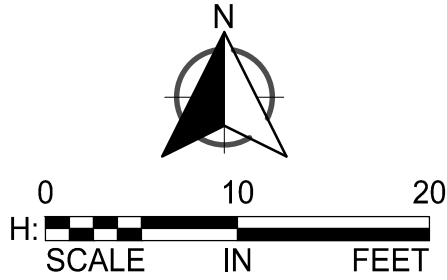
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LOW GROW FESCUE SEED MIXTURE:
(SEEDING RATE 250 LBS PER ACRE)
25% BLUE MESA SHEEP FESCUE
25% NANOOK HARD FESCUE
25%INTRIGUE CHEWINGS FESCUE
25% CELESTIAL CREEPING RED FESCUE

PLANT SCHEDULE

TREES	QTY	BOTANICAL / COMMON NAME	CONT
	3	OSTRYA VIRGINIANA / AMERICAN HOPHORNBEAM	1.5" CAL B&B
PERENNIAL	QTY	BOTANICAL / COMMON NAME	SIZE
	26	NEPETA X FAASSENII 'WALKER'S LOW' / WALKER'S LOW CATMINT	#1 CONT.



REVISIONS

NO.	DATE	DESCRIPTION

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

JORDAN GEDROSE, PLA
DATE: 3/18/2024 LIC. NO: 58254

ROUNDABOUT LANDSCAPE PLAN

HODGSON ROAD AND COUNTY ROAD J LANDSCAPE IMPROVEMENTS CITY OF LINO LAKES

EXHIBIT B

Activity	Frequency
Check for failure/erosion at inlet	After rainfall >0.5" (for first 6 months of BMP)
Remove and replace dead plants, reseed empty patches	As needed (for first 12 months of BMP)
Remove trash/debris from BMP	Monthly during rainy months
Weed and remove invasives	Twice during growing season
Check for ponding/clogging in BMP	Semi-annually
Cut back vegetation	Each spring
Remove leaf buildup	Each fall
Check for and remove excess sediment, repair eroded areas	Annually
Repair/replace broken pipes	As needed
Supplemental watering of vegetation	As needed during dry periods
Media regeneration/replacement	As needed (likely 5-10+ years of operation)



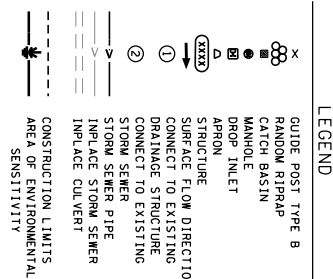
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY AN INDIVIDUAL WHOSE NAME AND ADDRESS ARE LISTED ON THE COVER OF THIS DOCUMENT.
 THE NAME OF THE STATE OF MINNESOTA

PRINT NAME: EARTH A. EVANS, PE

Drawn by	GFT
Plan by	GFT
Checked by	GGR
Approved by	EAE

DATE 9/22/2023 LICENSE # 44235

SHEET
124
OF
159
SHEET:



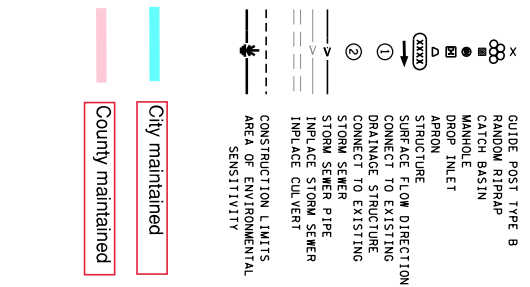
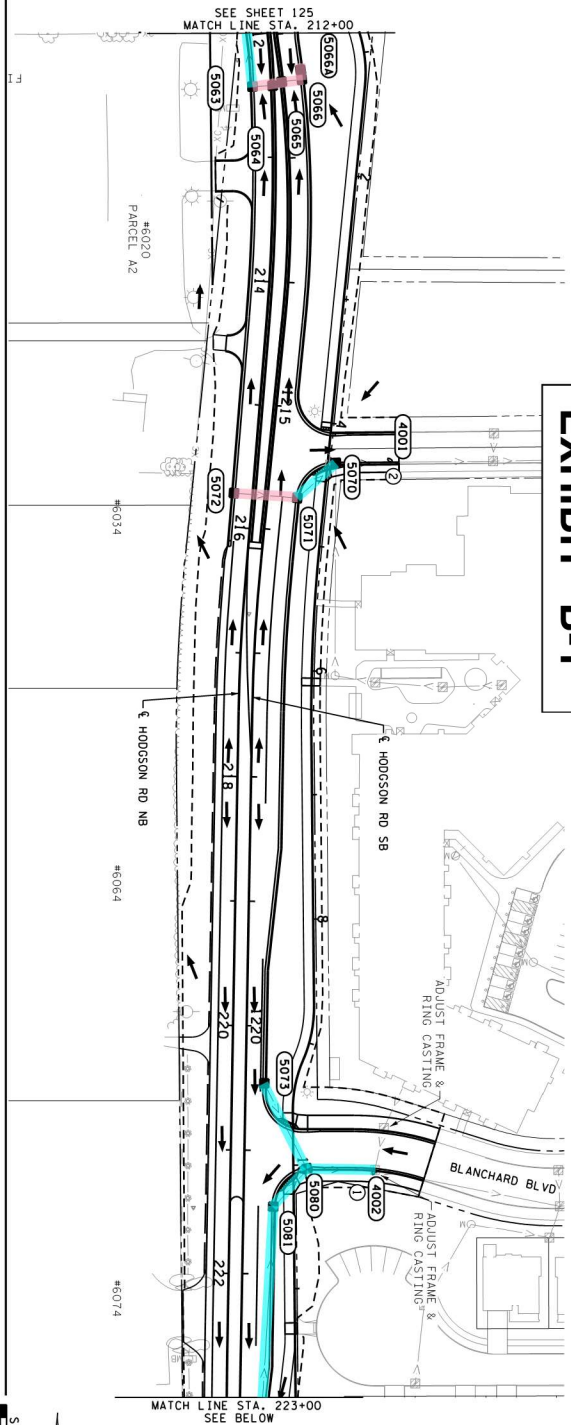


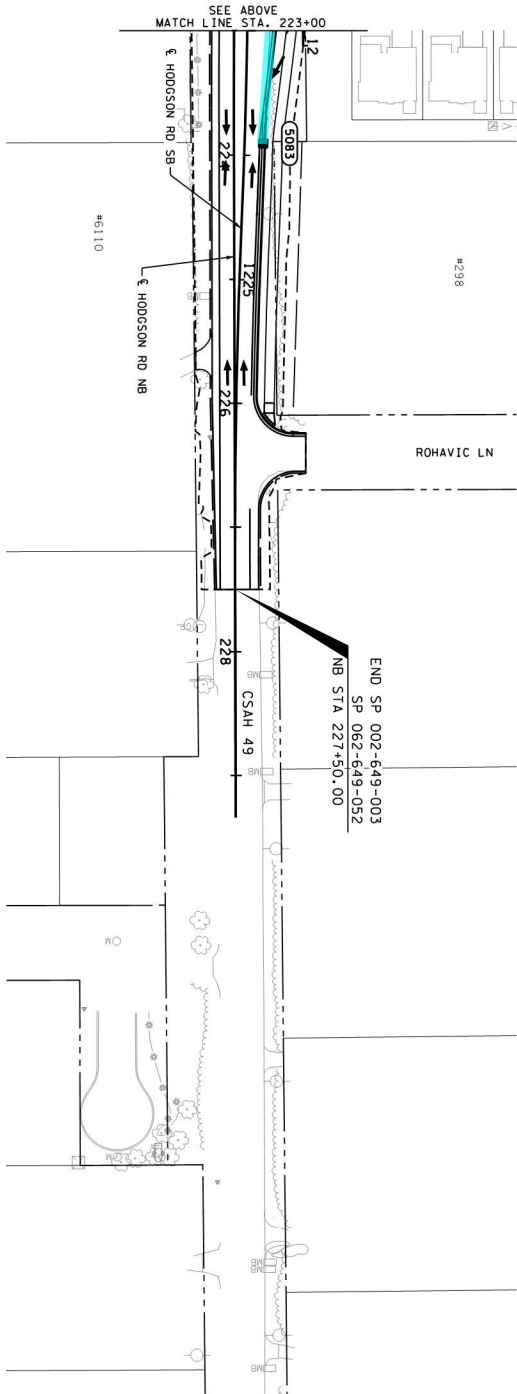
EXHIBIT "B-1"



- LEGEND**
- × GUIDE POST TYPE B
 - MANHOLE
 - MANHOLE BASIN
 - DROP INLET
 - APRON
 - STRUCTURE
 - SURFACE FLOW DIRECTION
 - CONNECT TO EXISTING DRAINAGE STRUCTURE
 - CONNECT TO EXISTING STORM SEWER
 - STORM SEWER PIPE
 - REPLACE STORM SEWER
 - REPLACE CULVERT
 - CONSTRUCTION LIMITS
 - AREA OF ENVIRONMENTAL SENSITIVITY

City maintained

County maintained



NO.	DATE	BY	CHK	REV	DESCRIPTION
1	9/22/2023				
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**CSAH 49 at Ramsey County
CSAH 1 / Anoka County CSAH 32
Intersection Improvements**

ANOKA & RAMSEY COUNTY, MN
NB STA 212+00 TO NB STA 227+50.00
DRAINAGE PLAN

SHEET 126
OF 159
SHEETS

EXHIBIT C

Hodgson and County Road J									
ROUNDABOUT LANDSCAPING AND IRRIGATION QUOTE		Qty	Unit	Unit Cost	Total Cost	% Lino Lakes Funded	City of Lino Lakes	% Shoreview Funded	City of Shoreview
2021.501	MOBILIZATION	1	LS	\$2,353.50	\$2,353.50	100%	\$2,353.50	0%	\$0.00
2511.602	LANDSCAPE BOULDER	6	EA	\$500.00	\$3,000.00	50%	\$1,500.00	50%	\$1,500.00
2540.603	LANDSCAPE EDGER	160	LF	\$20.00	\$3,200.00	50%	\$1,600.00	50%	\$1,600.00
2571.502	DECIDUOUS TREE 1.5" CAL B&B	3	EA	\$500.00	\$1,500.00	50%	\$750.00	50%	\$750.00
2571.507	PERENNIAL NO 1 CONT	26	EA	\$30.00	\$780.00	50%	\$390.00	50%	\$390.00
2575.508	GROW LOW FESCUE GRASS	875	SF	\$6.00	\$5,250.00	50%	\$2,625.00	50%	\$2,625.00
2575.513	MULCH MATERIAL TYPE 6	2	CY	\$95.00	\$190.00	50%	\$95.00	50%	\$95.00
2573.503	EROSION CONTROL BLANKET CATEGORY 30								
2575.607	RIVER ROCK	10	CY	\$300.00	\$3,000.00	50%	\$1,500.00	50%	\$1,500.00
2575.507	BOULEVARD TOPSOIL BORROW	1.5	CY	\$100.00	\$150.00	50%	\$75.00	50%	\$75.00
2571.507	IRRIGATION SYSTEM	1	LS	\$30,000.00	\$30,000.00	50%	\$15,000.00	50%	\$15,000.00
				Total:	\$49,423.50		\$25,888.50		\$23,535.00

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

STAFF ORIGINATOR: Michael Grochala, Community Development Director

MEETING DATE: April 22, 2024

TOPIC: Consider Resolution 24-39, Order Project, Approve Plans, Authorize AFB, Decorative Lighting for the CSAH 49/CRJ Roundabout Project

VOTE REQUIRED: 3/5

INTRODUCTION

Staff is requesting Council approval to authorize the ad for bid for the decorative lighting for the CSAH 49/CRJ roundabout project.

BACKGROUND

The City's Gateway Design for the CSAH 49 (Hodgson Road) and CR J (Ash Street) improvement project includes decorative lighting. The estimated construction cost is \$203,000.00. The project is funded through a combination of developer contributions and municipal state aid streets funds.

The estimated schedule for the project is as follows:

Order Improvement, Approve Plans and Specs, and Authorize Ad for Bids	April 22, 2024
City Council Awards Contract	May 28, 2024
Construction Begins	June, 2024
Completion	September 31, 2024

RECOMMENDATION

Staff is recommending approval of Resolution No. 24-39, Order Project, Approve the Plans and Specifications and Authorize the Ad for Bid for the decorative lighting, CSAH 49/CRJ roundabout project.

ATTACHMENTS

1. Resolution No. 24-39
2. Construction Plan

**CITY OF LINO LAKES
RESOLUTION NO. 24-39**

**ORDER PROJECT, APPROVE PLANS AND SPECIFICATIONS, AND AUTHORIZE
ADVERTISEMENT FOR BIDS FOR DECORATIVE LIGHTING FOR THE CSAH 49/CR J
ROUNABOUT PROJECT**

WHEREAS, the City Engineer has prepared plans and specifications for the Decorative Lighting for the CSAH 49/CRJ Roundabout Project. Project plans and specifications have been presented to the City Council for approval;

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

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. 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 May 28, 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 Council of the City of Lino Lakes this 22nd day of April, 2024.

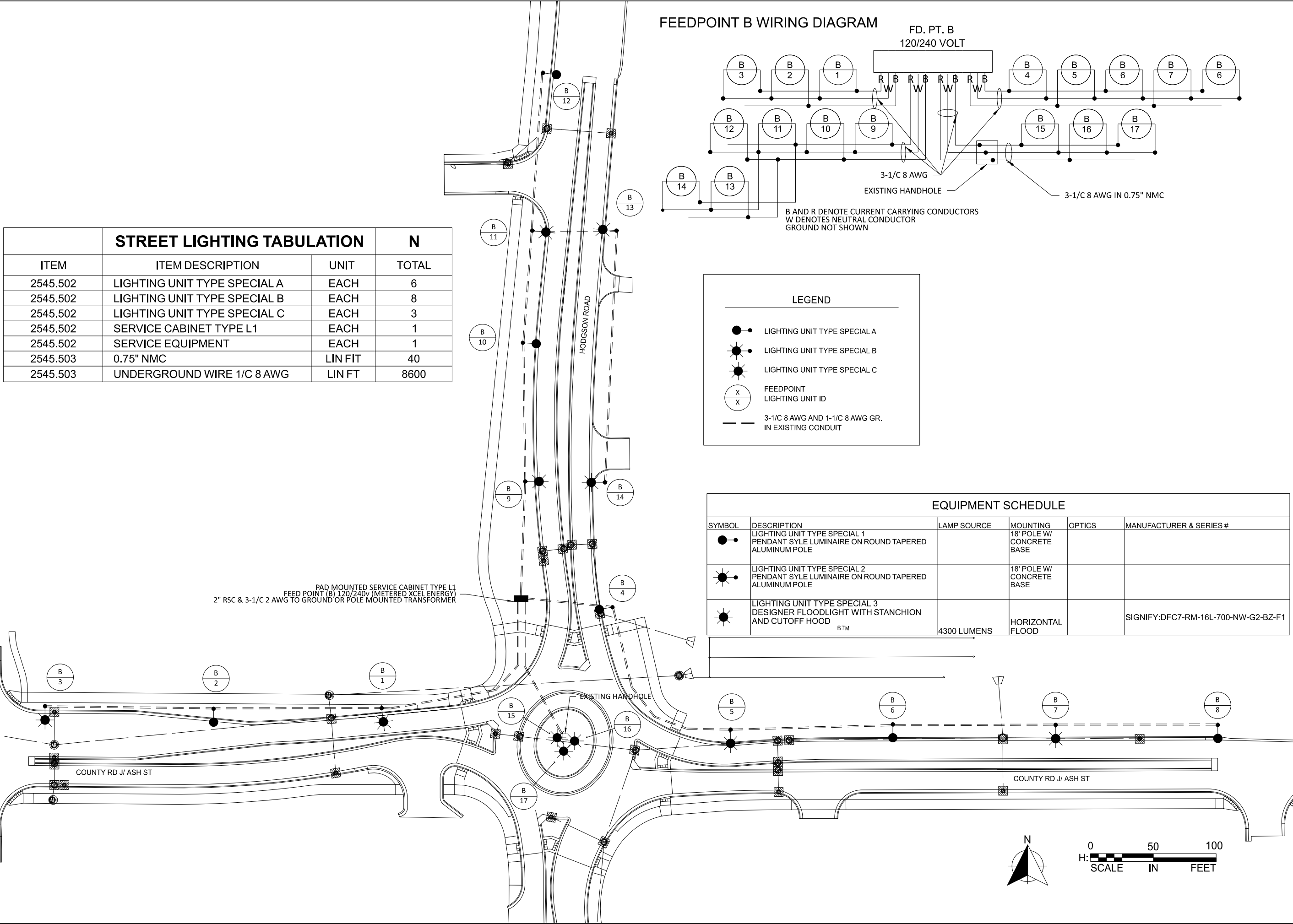
Rob Rafferty, Mayor

ATTEST:

Hannah Lynch, City Clerk

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STREET LIGHTING TABULATION			N
ITEM	ITEM DESCRIPTION	UNIT	TOTAL
2545.502	LIGHTING UNIT TYPE SPECIAL A	EACH	6
2545.502	LIGHTING UNIT TYPE SPECIAL B	EACH	8
2545.502	LIGHTING UNIT TYPE SPECIAL C	EACH	3
2545.502	SERVICE CABINET TYPE L1	EACH	1
2545.502	SERVICE EQUIPMENT	EACH	1
2545.503	0.75" NMC	LIN FIT	40
2545.503	UNDERGROUND WIRE 1/C 8 AWG	LIN FT	8600



wsb⁹²

SCALE: AS SHOWN
PLAN BY: XXX

DESIGN BY: XXX
CHECK BY: XXX

REVISIONS	
NO.	DESCRIPTION

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

SEAN DELMORE, PE

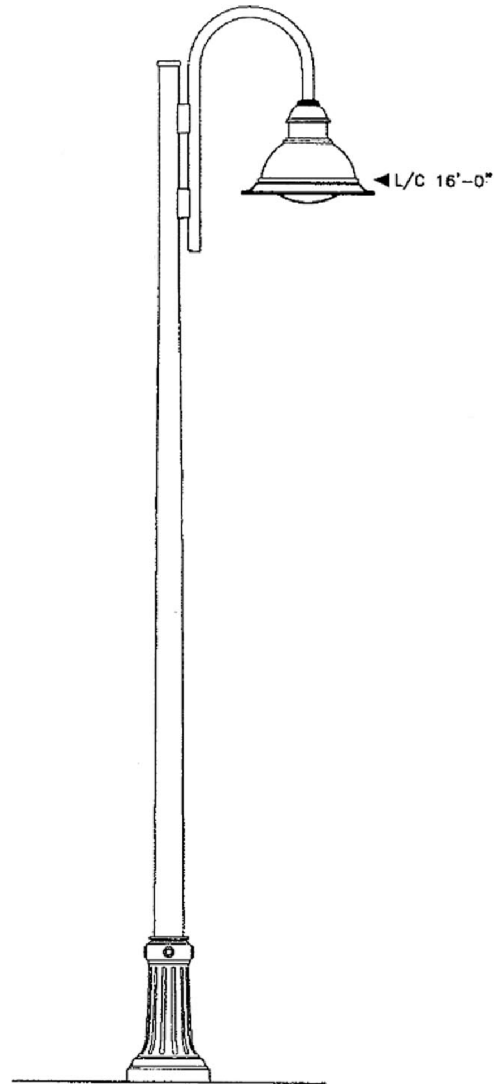
DATE: 3/18/2024 LIC. NO: 40945

HODGSON ROAD AND COUNTY ROAD J
LANDSCAPE IMPROVEMENTS
CITY OF LINO LAKES

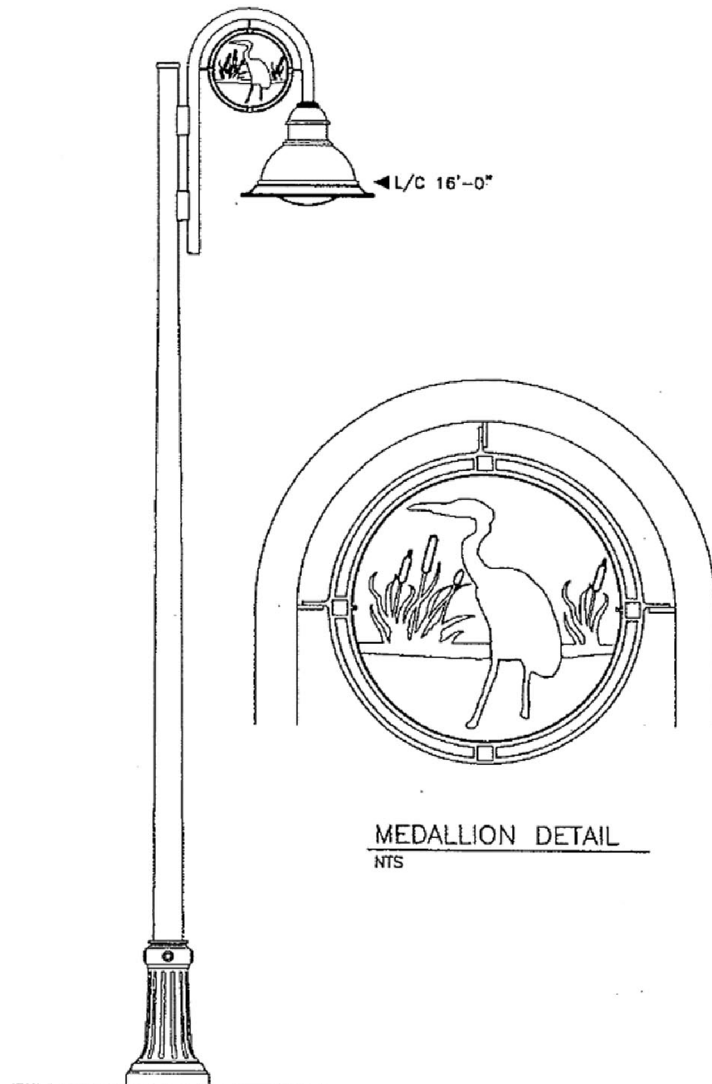
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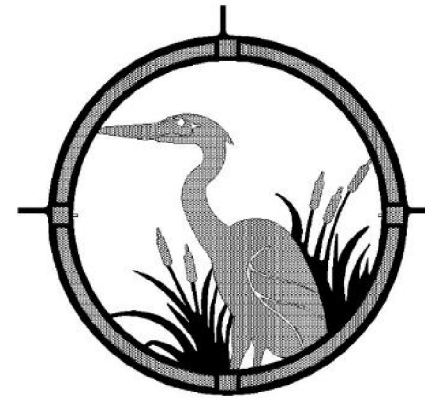
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LIGHTING UNIT TYPE SPECIAL A DETAIL

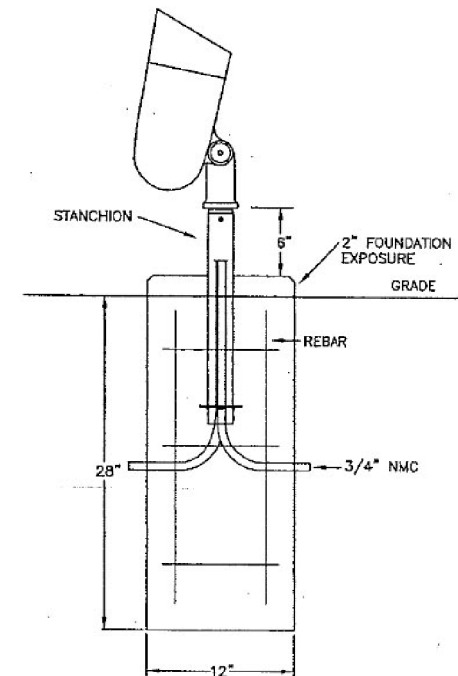


LIGHTING UNIT TYPE SPECIAL B DETAIL



- Painted black
- Painted gold
- No material

MEDALLION COLOR DETAIL



LIGHTING UNIT TYPE SPECIAL C DETAIL

- NOTES:
1. CONCRETE FOOTING AND CONDUIT PROVIDED BY OTHERS
 2. COORDINATE INSTALLATION WITH ROADWAY CONTRACTOR

REVISIONS

NO.	DATE	DESCRIPTION

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

SEAN DELMORE, PE
DATE: 3/18/2024 LIC. NO: 40945

HODGSON ROAD AND COUNTY ROAD J
LANDSCAPE IMPROVEMENTS
CITY OF LINO LAKES

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

STAFF ORIGINATOR: Katie Larsen, City Planner

MEETING DATE: April 22, 2024

TOPIC: 440 Park Court (Lino Lakes Tech Center & Storage Facility)

- i. Consider Resolution No. 24-34 Approving Conditional Use Permit for Two (2) or More Principal Buildings
- ii. Consider Resolution No. 24-35 Approving Parking Deferment Agreement
- iii. Consider Resolution No. 24-36 Approving Site Improvement Performance Agreement

VOTE REQUIRED: Simple Majority

INTRODUCTION

Staff is requesting Council consideration of the above noted items.

Complete Application Date:	February 8, 2024
60-Day Review Deadline:	April 8, 2024 but formally extended by applicant
Environmental Board Meeting:	February 28, 2024
Park Board Meeting:	N/A
Planning & Zoning Board Meeting:	March 13, 2024
City Council Work Session:	April 22, 2024
City Council Meeting:	April 22, 2024

The applicant, Lariat Companies, Inc., is proposing to construct a 36,000 sf multi-tenant industrial and indoor self-storage building on the south half of property located at 440 Park Court. The north half of the site is the existing Lino Lakes Storage.

The Land Use Application is for the following:

- Conditional Use Permit for two (2) or more principal buildings
- Site and Building Plan Review

This staff report provides a comparison of the March 13, 2024 Planning & Zoning staff report with the revised plans. Changes in the plans are either narratively described or shown as ~~strike through~~ (deletions) or underline (additions).

This staff report is based on the following information:

- Applicant Narrative dated January 8, 2023
- Architectural Plan Set prepared by Amcon dated ~~January 26, 2024~~ March 25, 2024
- Civil and Landscape Plan Set prepared by Elan Design Lab dated ~~January 25, 2024~~ March 26, 2024
- Photometric Plan and Lighting Details prepared by AID Electric Corporation dated January 4, 2024
- ALTA/NSPS Land Title Survey prepared by E.G. Rud & Sons, Inc. dated January 26, 2024
- Stormwater Management Plan prepared by Elan Design Lab dated ~~January 26, 2024~~ March 12, 2024
- Wetland Delineation Report prepared by Jacobson Environmental, PLLC dated May 11, 2023

BACKGROUND

History

On September 10, 2018, the City Council passed Resolution No. 18-103 approving a conditional use permit for the mini self-storage facility located on Phase I, the north half of the 440 Park Court site. Phase II, the south half of the site, was contemplated for additional mini self-storage facilities; however, in January 2023, the new zoning ordinance was adopted and mini self-storage facilities are no longer allowed in the LI, Light Industrial zoning district.

The applicant is proposing to construct an industrial building with eleven (11) multi-tenant industrial units to be used by construction related businesses. The building will also have an indoor self-storage facility. See the attached applicant's narrative for a detailed project description.

Existing Site

The 5.74 acres site is legally described as Lot 4, Block 1, Marshan Lake Industrial Park. The north half of the site has 12 mini self-storage facilities.

In August 2018, a Response Action Plan/Contingency Action Plan (RAP/CCP) was completed by American Engineering Testing, Inc. summarizing the actions proposed to manage the impacted fill soil/concrete debris and construction materials encountered during redevelopment of the site. The RAP/CCP was approved by MPCA in October 2018. The remediation work was

completed in December 2021. The applicant ~~shall~~ has submitted an MPCA RAP Implementation approval letter confirming the site was properly remediated prior to City Council decision.

Zoning and Land Use

The subject site is zoned LI, Light Industrial. Construction related business and indoor self-storage are permitted uses; however, a conditional use permit is required to allow for two (2) or more principal buildings on site (existing mini-storage facilities and industrial building/storage).

Current Zoning	LI, Light Industrial
Existing Land Use	Industrial
Future Land Use per 2040 Comp Plan	Industrial
Utility Staging Area	1A=2018-2025

Only permitted uses listed in the LI, Light Industrial zoning district shall be allowed to operate in the multi-tenant industrial building units. Conditional uses would not be allowed.

1. For example, automobile repair-major or minor would not be allowed.

Indoor self-storage or storage of personal items in the multi-tenant industrial building units shall not be allowed.

1. The intent of the units is to provide a location for smaller industrial users to operate.
2. Per City Code Section 1007.001 Definitions, outdoor access to individual units is prohibited for indoor self-storage.

SELF-STORAGE, INDOOR. A fully enclosed, climate-controlled building that contains separate, individual and private storage spaces of varying sizes, leased or rented on an individual basis for the storage of personal property. Individual renters' control and access individual storage spaces and each unit must be directly accessed from the interior of the building via its own access door. Outdoor access to individual units is prohibited. Ancillary retail sales of related items, such as moving supplies, and facility offices may also be included. Such facilities to be used for storage only.

Surrounding Zoning and Land Use

Direction	Zoning	Existing Land Use	Future Land Use
North	LI, Light Industrial	Vacant Industrial	Industrial
South	LI, Light Industrial	Industrial	Industrial

East	Low Density Residential	Single Family Residential	Low Density Residential
West	PSP, Public and Semi-Public	School	Civic/Institutional

This general area west of Lake Drive has been zoned for light industrial use since at least the 1987 zoning map. This general area east of Lake Drive has been zoned for residential use since at least the 1987 zoning map.

Site and Building Plan Review

Site Plan

The total site is 5.74 acres. The Phase II area is approximately 2.5 acres. Per the Sheet A011, Site Plan, the 36,000 sf building contains:

- Eight (8) 26' x 58' 56' (1,500 1,450 sf) industrial units on the north side
- Three (3) 25' x 40' (1,000sf) industrial units on the east side
- Indoor self-storage area = 110' x 165' (19,997 sf)

The industrial units have individual bathrooms. The mechanical room and trash enclosure is located inside the building.

Access to Phase II is proposed through the Phase I mini self-storage private driveways. No additional access onto CSAH 23(Lake Drive) is allowed.

Fence

A six (6) foot high wood fence currently extends from the southeast corner of the mini self-storage building 80ft along Lake Drive. It then extends 300ft west along the southside of the existing mini self-storage buildings. The wood fence is weathered and in need of maintenance. The fence currently provides perimeter control around the mini self-storage buildings.

~~The applicant is proposing to relocate the south section of fence to Lake Drive in front of the new building. The wood fence would then extend 300+ft along Lake Drive.~~

~~This proposed 6ft fence in the Lake Drive yard is not allowed. Per City Code Section~~

~~1007.043(18) Fences and Retaining Walls:~~

~~(a) Business and Industrial District Fences. (See Diagram 3)~~

~~Diagram 3~~



~~1. A fence not exceeding four (4) feet in height may be located in any yard.~~

~~2. A fence not exceeding eight (8) feet in height may be located parallel to the front lot line from a front corner of a principal building to a side lot line that is not adjacent to a street.~~

City code does not require a fence for perimeter control. The applicant ~~may~~ is installing a 4ft high black chain link fence along Lake Drive similar to the fence along Park Court ~~if~~ for perimeter control is ~~desired~~. The existing 6ft wood, weathered fence ~~shall~~ will be removed from the entire property.

Lot Size and Setbacks

The front lot line is along Park Court. Lot size, lot width and setback requirements are met.

	LI Requirements	Lot 1
Min. Lot Size	1 acre	5.7 acres
Min Lot Width	100 ft	420 ft
Setbacks-Street	Required	Proposed
Principal Building-Park Court (local street)	30 ft	265 ft
Principal Building-Lake Drive (arterial street)	50 ft	58 ft

Parking Lot	15 ft	50 ft
Setbacks-Rear Lot Line (south lot line)	Required	Proposed
Principal Building	15 ft	15 ft
Accessory Building	10 ft	NA
Parking Lot/Driveway	5 ft	15 ft
Setbacks-Side Lot Line (west lot line)	Required	Proposed
Principal Building	10 ft	171.6 ft
Accessory Building	10 ft	NA
Parking Lot/Driveway	5 ft	123.5 ft

Architectural Plans and Exterior Building Materials

Per the building elevations, the proposed exterior materials consist of smooth integral colored CMU (cream), smooth colored accent concrete brick flint (slate), hollow metal doors (black frames), and prefinished overhead doors. Each unit has a window. The exterior materials, colors, and percentages are compliant with performance standards.

The proposed building height is 18' 2" to the top of the wall. The proposed height is less than the maximum allowed 45ft.

The trash & recycle room is located inside the building.

Mechanical equipment is located inside the mechanical room. Any proposed or future rooftop mounted or ground units may require screening.

Per Sheet A101, Floor Plan, an automatic sprinkler system shall be provided throughout the building for fire suppression.

A building permit for change of use is required for any new tenant that occupies an industrial unit.

Outdoor Lighting

Per City Code Section 1007.043(6)(d), no light source shall exceed 1.0 foot candle onto right of way or 0.4 foot candle onto adjacent property. Per Sheet E-0.1, no light sources exceed 1.0 foot candle along Park Court and Lake Drive. No light sources exceed 0.4fc along the west or rear lot line.

The parking lot light pole is 20ft tall which is less the 45ft maximum allowed. The parking lot light fixture is down lit and cutoff as required by city code. Downlit wall pack mounted lights are provided on the exteriors of the building.

The outdoor lighting performance standards are met.

Off-Street Parking Requirements

Per City Code Section 1007.044(6) and using Sheet A011, Site Plan:

Use	Number of Parking Spaces Required	Total Spaces Required	Total Spaces Provided
Light Manufacturing	1 space for each 500sf gross floor area	8 units: $12,000 \text{ sf}/500 = 24$ 3 units: $3,000 \text{ sf}/500 = 6$	
Warehousing (Indoor Self-Storage)	1 space for each 2,000sf gross floor area	$19,997 \text{ sf}/2,000 = 10$	
	TOTAL =	40	31 constructed 11 deferred

Sheet C-101, Site Plan indicates 29 paved parking stalls and 2 ADA parking stalls for a total of 31 parking stalls. The applicant is proposing 11 proof of parking spaces on the west side of the building. City Code Section ~~1007.044(7)~~ 1007.052 details requirements for Parking Deferment as follows:

(7) *Parking deferment.* The city may reduce the number of required off-street parking spaces for business, industrial, and institutional uses by administrative permit provided that:

(a) The applicant must demonstrate that the proposed use will have a peak parking demand less than the required off-street parking under division (6) above of this section. Factors to be considered when reviewing the proposed parking demand shall include, but not be limited to:

1. Size of building.
2. Type and use.
3. Number of employees.
4. Projected volume and turnover of customer traffic.
5. Projected frequency and volume of delivery or service vehicles.
6. Number of company-owned vehicles.
7. Storage of vehicles on site.

Per the applicant, "the owner has several other properties with the same use and the parking needed per leased space is typically 1 owner vehicle & maybe 1 employee. For the indoor storage spaces- it is rare to have more 3 vehicles at the building at any one time accessing the storage. So if every leased space had the need for 2 stalls, plus 3 vehicles for the storage area, all at the same time, that still would only be 25 parking stalls."

(b) In no case shall the amount of off-street parking provided be less than one-half of the amount of parking required by ordinance.

Off-street parking requirements are 40 spaces. Thirty-one (31) spaces are being constructed and 11 spaces are deferred.

(c) The site has sufficient property under the same ownership to accommodate the expansion of the parking area to meet the minimum requirements of this ordinance if the parking demand exceeds on site supply.

The deferred parking area is located to the west of the building.

(d) Off-street parking shall only occur in areas designed and constructed for parking in compliance with this chapter.

Off-street parking spaces are compliant.

(e) The applicant and city enter into an agreement, to be recorded against the subject property, which includes a clause requiring the owner to install the additional off-street parking spaces, upon a finding of the Community Development Director that such additional parking spaces are necessary to accommodate the use.

A Parking Deferment Agreement has been drafted and shall be executed and recorded.

(f) A change of use will necessitate compliance with the applicable Zoning Ordinance standard for off-street parking.

The applicant ~~shall~~ has detailed compliance with these requirements.

~~Personal vehicles and delivery trucks cannot access, load, or turnaround near the 3 units on the east/southeast side of the building. The staging area for the indoor self storage building also conflicts this area. The drive aisle in the east/southeast corner of the site accessing the staging area and 3 units shall be a minimum of 47ft wide~~ has been revised to accommodate a 24ft wide drive aisle and 23ft deep parking stall per discussion at the Planning & Zoning Board meeting. ~~This matches what is provided on the north side of the building.~~

An ADA accessible route shall be provided to all units. The route cannot be behind parking stalls. Vehicles parking in the stalls in front of the unit doors cannot block accessibility.

Grading Plan and Stormwater Management

Per the City Engineer Memo dated ~~March 6, 2024~~ April 10, 2024:

The stormwater management for the Lino Lakes Tech Center consists of the installation of storm sewer structures and pipes to convey the site's runoff to a new BMP (basin) on the west side of the parcel. The runoff is generated from the one 36,040 square foot storage building and associated driveway and parking that is proposed to be constructed on the site. The development of the site will result in 0.156 acres of reconstructed impervious, and 1.329 acres of new impervious for a total of 1.485 acres of total impervious.

Pre- and Post- Development Discharge Rates (cfs)				
Condition	2-Year	10-Year	100-Year	10-Day Snowmelt
Existing	0.02 <u>0.6</u>	0.53 <u>0.9</u>	5.88 <u>5.1</u>	Not provided
Proposed	0.00 <u>0.1</u>	0.59 <u>0.9</u>	5.17 <u>4.9</u>	Not provided

Public Utilities

The site is municipally served by a 12" watermain located along Park Court. An 8" sanitary sewer main will be installed along CSAH 23 (Lake Drive) and service the building.

Tree Preservation and Mitigation Standards

The Environmental Coordinator and Environment Board reviewed the tree preservation and landscaping requirements. The following comments are from the February 28, 2024 Environmental Board staff report. Additional comments are provided in the attached ~~March 5, 2024~~ April 2, 2024 memo.

A tree survey was performed that identified:

Total Trees Removed	37
Trees Preserved	60
Trees Planted	56
Total Trees Planted or Preserved	116

In addition to the 56 large trees planted for the site, there will be 10 trees spaded and moved, and 50 trees preserved with Tree Protection Fence.

The majority of the trees planned for removal are in the Basic Use Area, not in Environmentally Sensitive Areas, and will not require mitigation trees.

Tree Preservation and Mitigation Standards have been met.

Open Areas Landscape Standards

The purpose of these standards is to provide general site beautification and high aesthetic quality with a mix of plant materials in open areas. Open area landscape standards call for 1 large tree and 2 large shrubs per 2500 sf.

Required for 29,175 square feet of open space:	12 large trees
	24 large shrubs
	Or 24 large trees

Provided:	125 large trees
-----------	-----------------

Total provided trees includes 35 planted in open space and 37 existing trees along the west perimeter provide approximately 90 large trees of credit for this category.

Open Areas Landscape Standards have been met.

Buffer and Screen Standards

The purpose of this requirement is to separate and buffer different land use types, screen roads and parking, and screen utility and loading areas. Continuous, year-round planting screens require, at the minimum, a double row of plants with triangulated spacing.

A 6-foot high continuous planting screen will be required for the east perimeter (along Lake Drive). This requirement will be met with a combination of 4-foot berm, trees and shrubs planted in triangulated double row, and a fence on the downslope side of the berm closer to the parking lot.

Buffer and Screen Standards have been met.

Canopy Cover

Canopy cover standards call for a minimum of 40% canopy coverage. Canopy coverage values are calculated per tree based on the anticipated size 15 years after planting, and the distance to hardscape edge from the planting location.

Vehicular hardscape planned:	21,765 sq. ft.
Canopy cover requirement:	8,706 sq. ft.
Canopy cover provided:	7,200 sq. ft.

Canopy cover credit is given for 7 deciduous trees along the east parking lot perimeter and 5 deciduous trees along the perimeter of the proof of parking area.

Replacing the 3 conifers on the east parking lot perimeter and 2 conifers on the proof of parking area perimeter with deciduous tree species will provide additional canopy cover credit to meet the standard. These changes were made.

Canopy cover requirements have ~~not~~ been met.

Foundation Landscaping

The purpose of these standards is to soften and enhance building architecture, define access points, add color and seasonal interest, and to blend buildings in with the natural environment. These standards apply to building fronts and sides facing public or private streets.

2 large trees and 6 large shrubs are required per 100 linear feet of building. These plants should be within 30 feet of the building.

The following substitutions are allowable:

1 large tree = 1.5 medium or 2 small trees

1 large shrub = 1.5 medium or 3 small shrubs

Also, one large tree may be substituted for every 2 large shrubs in lieu of the shrub requirement at the discretion of the City.

The applicable building faces requiring foundation landscaping for this project are the north and east sides.

	Large Trees	Large Shrubs (or equivalents)
Required-North	2	6
Provided-North	2	6
Required-East	2	5
Provided-East	2	6

The north building face (the front) will have 5 large trees planted near the northwest corner of the building. This will provide the 2 large trees required, with the remaining 3 large trees substituting for the required 6 large shrubs.

The east building face (along Lake Drive) will have 5 large trees planted near the southwest building corner. This will provide the 2 large trees required, with the remaining 3 large trees substituting for the 6 large shrubs.

The foundation landscape requirements have been met.

Sod and Ground Cover Standards

All areas not otherwise improved in accordance with the approved site plans shall have a minimum depth of 4 inches of topsoil and be sodded including boulevard areas. Seed may be provided in lieu of sod in certain cases, including when the area is adjacent to natural areas or wetlands.

The grading and landscape plans note the following cover types and quantities for disturbed areas:

Sod	4,350 sf
Turf at proof of parking area	6,280 sf
No Mow Fescue Mix	21,805 sf
Native Seeding	7,257 sf
Stormwater Seeding	4,185 sf

The stabilization plan includes 76% either native species or low-maintenance alternative turf varieties. This includes Mn DOT 33-261 for the stormwater basin area, a mesic prairie mix for the upland areas around the stormwater basin, and a low-maintenance fescue mix for the berm that runs along Lake Drive.

A cover type should be specified for the proof of parking area.

The landscape plan notes irrigation in front of buildings and boulevard areas.

Signage

A Comprehensive Sign Plan as required by City Code Chapter 1010 has been submitted as Sheet A302, Comprehensive Sign Plan.

A separate Sign Permit Application with detailed sign information is required for the proposed signage and any future permanent, replacement, or temporary signage installation.

Impervious Surface Coverage

The east portion of the parcel is located in the Shoreland Management Overlay District of Marshan Lake. A maximum of 60% impervious surface is allowed. The remainder of the site allows for 75% impervious surface coverage per the LI, Light Industrial zoning district. During site plan review for Phase I, Sheet EX3, Shoreland District indicated a total of 3.98 acres of impervious surface is allowed for the entire 5.73 acre site. Per Sheet C-101, Site Plan, the proposed impervious surface of the entire Phase I + Phase II site is 3.39 acres. Impervious surface requirements are met.

Impervious Surface Coverage		
Total Parcel Size	249,763 sf	5.73 acres
Allowed Impervious Surface	173,368 sf	3.98 acres
Phase I + II Impervious Surface	147,885 sf	3.39 acres

Traffic Study

A trip generation statement was prepared by Traffic Impact Group, LLC dated June 13, 2023. The analysis estimates 165 daily trips. CSAH 23 (Lake Drive) is an A-Minor Arterial Reliever and has capacity for these additional trips. Level of Service is not impacted.

Environmental Assessment Worksheet (EAW)

An EAW is not required for the 36,000 sf industrial building.

Wetlands

A Wetland Delineation Report was completed by Jacobson Environmental, PLLC in May 2023. The wetland boundaries have changed since the first Wetland Delineation Report completed in August 2017.

RCWD ~~has not~~ issued a formal Notice of Decision (NOD) approving the new delineation on March 7, 2024. There ~~appear to be~~ are no wetland impacts proposed with the Phase II industrial building. ~~An official RCWD NOD is required prior to City Council action on the Conditional Use Permit and Site & Building Plan Review.~~

Drainage and utility easements at least 10ft from the approved wetland delineation boundary are required. The existing easements do not appear to cover the minimum 10ft. A separate Drainage & Utility Easement Agreement shall be recorded.

Shoreland Management Overlay

As previously discussed, the east portion of the parcel is in the Shoreland District of Marshan Lake (Natural Environment). The amount of impervious surface allowed in the Shoreland District is 60 % and the LI, Light Industrial District is 75%. The impervious surface requirements are met as discussed under Impervious Surface above.

Floodplain Management

There is no FEMA floodplain on site.

Additional City and Government Agency Review Comments

Anoka County Highway Department

Anoka County Highway Department reviewed the site plan and provided comments in their February 12, 2024 email. A right-of-way permit from the County is required.

Public Safety Comments

Lino Lakes Public Safety Department-Fire Division ~~notes~~ concerns regarding access to the westside of the building and possible blocked exit door by the snow storage pile have been addressed.

Lino Lakes Public Safety Department-Police Division reviewed the site & building plans and had no comments.

Environmental Board

The Environmental Board reviewed the development proposal at their February 28, 2024 meeting and noted some with minor revisions are needed. These are summarized in the attached March 5, 2024 Environmental Coordinator memo.

Planning and Zoning Board

The Planning & Zoning Board held a public hearing on March 13, 2024. There were no public comments. The Board recommended approval with a 6-0 vote with conditions detailed in Resolution No. 24-34. One of those conditions includes the re-establishment of the existing berm along CSAH 23 (Lake Drive). This condition and comment has been added to Sheet L-102, Landscape Plan.

Agreements

Stormwater Maintenance Agreement

The stormwater facilities will be privately maintained and a Declaration for Maintenance of Stormwater Facilities will be required.

Site Improvement Performance Agreement

A Site Improvement Performance Agreement is required and will be drafted by the City.

Comprehensive Plan

Land Use Plan

The Comprehensive Plan guides this property for industrial use. The proposed multi-tenant industrial and indoor self-storage building is consistent with industrial land use.

Housing Plan

The goals and policies of Housing Plan are not negatively impacted by the multi-tenant industrial and indoor self-storage building.

Economic Development Plan

The proposed multi-tenant industrial and indoor self-storage building promotes the goal of the Economic Development Plan to expand existing businesses in Lino Lakes.

Transportation Plan

Goals of the Transportation Plan are to ensure that street and roads are as safe as possible and to reduce unnecessary traffic. The multi-tenant industrial and indoor self-storage building does not change the level of service along CSAH 23/Lake Drive or Park Court. Customers will egress/ingress the site from Park Court to CSAH 23/Lake Drive. CSAH 23 (Lake Drive) is an “A” minor reliever road and has capacity to handle minimal traffic volumes created by the development.

Local Water Management Plan

The purpose of the water management program is to protect, preserve, and use natural surface and groundwater storage and retention systems and prevent erosion of soil into surface water systems.

The proposed multi-tenant industrial and indoor self-storage building protects the natural surface and groundwater storage with the construction of stormwater management BMP's such as curb, gutter, and infiltration basin. Erosion and sediment control practices will also be implemented.

Sanitary Sewer and Water Supply Plan

An 8” sanitary sewer main will be installed along CSAH 23 (Lake Drive) and service the multi-tenant industrial and indoor self-storage building. A 12” watermain located along Park Court will also service the building.

The sanitary sewer and water supply systems have capacity for the proposed industrial building.

Parks, Greenways and Trails

The Parks, Greenways and Trails system is not negatively impacted by the proposed multi-tenant industrial and indoor self-storage building.

Community Facilities

Community Facilities are not negatively impacted by the multi-tenant industrial and indoor self-storage building.

Findings of Fact

Council Resolution No. 24-34 details the findings of fact.

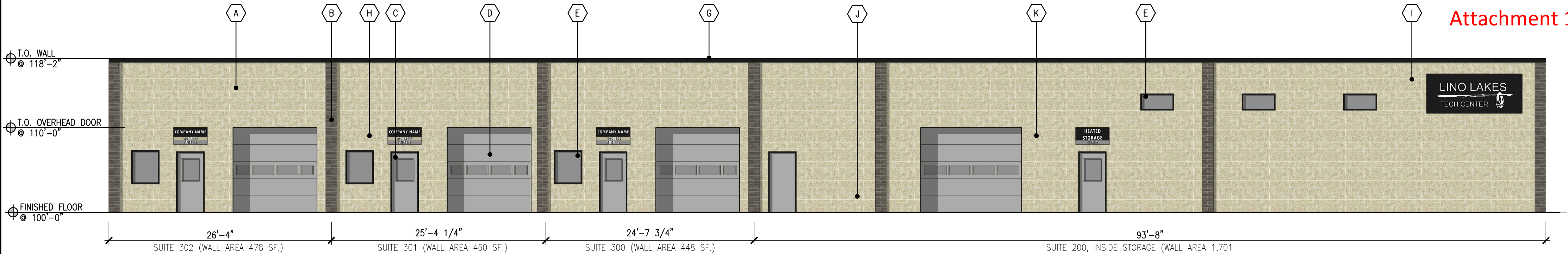
RECOMMENDATION

The Planning & Zoning Board recommended approval of the Conditional Use Permit and Site & Building Plan Review for 440 Park Court (Lino Lakes Tech Center & Storage Facility).

ATTACHMENTS

1. Rendered Building Elevations
2. Site Plan and Landscape Plan
3. City Engineer Memo dated April 10, 2024
4. Resolution No. 24-34
5. Resolution No. 24-35
6. Parking Deferment Agreement
7. Resolution No. 24-36
8. Site Improvement Performance Agreement

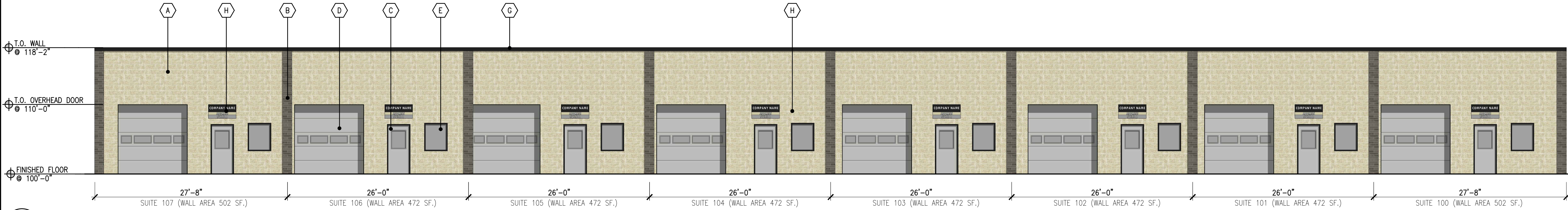
W:\21036 Lino Lakes Storage Phase IV\Plan\21036 Rendered Elevations.dwg | 11/25/2024 9:52 AM | (Print Job: 100) | EIR: Gregory Koenig



1 EAST ELEVATION

A301

SCALE: 1/8" = 1'-0"



2 NORTH ELEVATION

A301

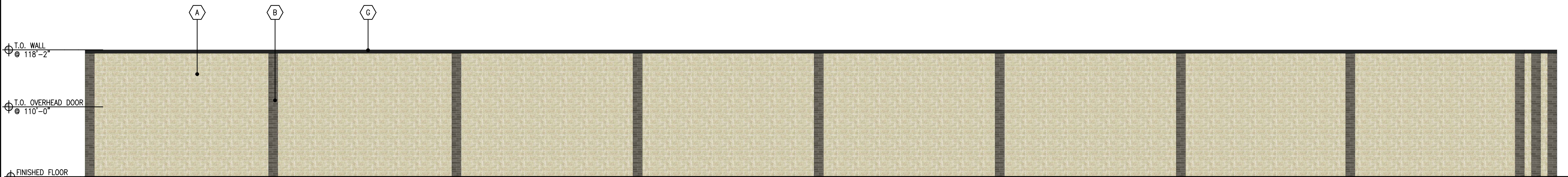
SCALE: 1/8" = 1'-0"



3 WEST ELEVATION

A301

SCALE: 1/8" = 1'-0"



4 SOUTH ELEVATION

A301

SCALE: 1/8" = 1'-0"

MATERIAL & COLOR LEGEND

A SMOOTH INTEGRAL COLORED CMU (CLASS II): MANUF: COUNTY MATERIALS OR EQUAL PRODUCT: SMOOTHFACE COLOR: "CREAM" #18-080C	E ALUMINUM WINDOW AND FRAMES: COLOR: "BLACK"
B SMOOTH COLORED ACCENT CONCRETE BRICK (CLASS I): MANUF: COUNTY MATERIALS OR EQUAL PRODUCT: HERITAGE COLLECTION COLOR: "SLATE"	F CANVAS AWNINGS: REMOVED
C HM DOOR AND FRAMES: COLOR: "BLACK"	G PREFINISHED METAL PARAPET CAP: COLOR: BLACK
D OVERHEAD GARAGE DOORS: MANUF: HAS DOORS OR EQUAL PRODUCT: 3" INSUL. DRS W/ GLASS WDWS. DOOR COLOR: "GRAY" FRAME/ TRIM COLOR: "BLACK"	H 2' X 4' SIGNAGE PER SUITE: REFER TO SHEET A302
	I 11'-4" X 4'-8" BUILDING SIGN: REFER TO SHEET A302
	J FIRE DEPARTMENT CONNECTION (FDC): COLORS: BRASS
	K 2' X 4' SIGNAGE FOR STORAGE ENTRY: REFER TO SHEET A302

COMBINED MATERIAL CALC

A SMOOTH COLORED CMU BLOCK:	10,872.51	SF.	78.51%	(CLASS II)
B SMOOTH COLORED ACCENT BRICK:	811.5	SF.	5.86%	(CLASS I)
E WINDOWS:	359.90	SF.	2.60%	
D OVERHEAD DOORS:	1,115.44	SF.	8.05%	
C MAN DOORS:	283.0	SF.	2.04%	
AWNINGS (REMOVED):	0.0	SF.	0.0%	
H I K SIGNAGE:	149	SF.	1.08%	
G PREFINISHED METAL FLASHING:	257.8	SF.	1.86%	
COMBINED ELEVATIONS TOTAL:		13,849.75	SF.	100%

** REFER TO SHEET A302 FOR COMPREHENSIVE SIGNAGE PLANS

Attachment 1: Rendered Building Elevations

MATERIAL CALC

A SMOOTH COLORED CMU BLOCK:	2,171.9	SF.	70.33%	(CLASS II)
B SMOOTH COLORED ACCENT BRICK:	167.3	SF.	5.42%	(CLASS I)
E WINDOWS:	118.2	SF.	3.83%	
D OVERHEAD DOORS:	386.00	SF.	12.50%	
C MAN DOORS:	102.5	SF.	3.32%	
AWNINGS (REMOVED):	00.0	SF.	0.0%	
H I K SIGNAGE:	85.0	SF.	2.75%	
G PREFINISHED METAL FLASHING:	57.0	SF.	1.85%	
EAST ELEVATION TOTALS:		3,087.9	SF.	100%

** REFER TO SHEET A302 FOR COMPREHENSIVE SIGNAGE PLANS

MATERIAL CALC

A SMOOTH COLORED CMU BLOCK:	2,381.61	SF.	62.10%	(CLASS II)
B SMOOTH COLORED ACCENT BRICK:	215.1	SF.	5.60%	(CLASS I)
E WINDOWS:	217.7	SF.	5.67%	
D OVERHEAD DOORS:	729.44	SF.	19.02%	
C MAN DOORS:	156.0	SF.	4.06%	
AWNINGS (REMOVED):	0.0	SF.	0.0%	
H SIGNAGE:	64	SF.	1.68%	
G PREFINISHED METAL FLASHING:	71.9	SF.	1.87%	
NORTH ELEVATION TOTALS:		3,836.7	SF.	100%

** REFER TO SHEET A302 FOR COMPREHENSIVE SIGNAGE PLANS

MATERIAL CALC

A SMOOTH COLORED CMU BLOCK:	2,815.1	SF.	91.17%	(CLASS II)
B SMOOTH COLORED ACCENT BRICK:	167.3	SF.	5.42%	(CLASS I)
E WINDOWS:	24.0	SF.	0.77%	
D OVERHEAD DOORS:	0	SF.	0%	
C MAN DOORS:	24.5	SF.	0.79%	
AWNINGS:	0	SF.	0%	
SIGNAGE:	0	SF.	0%	
G PREFINISHED METAL FLASHING:	57.0	SF.	1.85%	
WEST ELEVATION TOTALS:		3,087.9	SF.	100%

** REFER TO SHEET A302 FOR COMPREHENSIVE SIGNAGE PLANS

MATERIAL CALC

A SMOOTH COLORED CMU BLOCK:	3,503.1	SF.	91.30%	(CLASS II)
B SMOOTH COLORED ACCENT BRICK:	261.8	SF.	6.85%	(CLASS I)
WINDOWS:	0	SF.	0%	
OVERHEAD DOORS:	0	SF.	0%	
MAN DOORS:	0	SF.	0%	
AWNINGS:	0	SF.	0%	
SIGNAGE:	0	SF.	0%	
G PREFINISHED METAL FLASHING:	71.9	SF.	1.87%	
SOUTH ELEVATION TOTALS:		3,836.7	SF.	100%

** REFER TO SHEET A302 FOR COMPREHENSIVE SIGNAGE PLANS

AMICON
DESIGNBUILD | CONSTRUCTION MANAGEMENT | GENERAL CONTRACTING

6121 BAKER ROAD, SUITE 101
MINNETONKA, MINNESOTA 55345
PHONE 651-379-9090 FAX 651-379-9091

CERTIFICATION
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY CLOSE PERSONAL SUPERVISION AND THAT I AM A FULLY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

REG. NO. _____
DATE 03.03.2024

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DESIGN BY: JEM

PROPOSED NEW BUILDING

LINO LAKES TECH CENTER AND STORAGE FACILITY

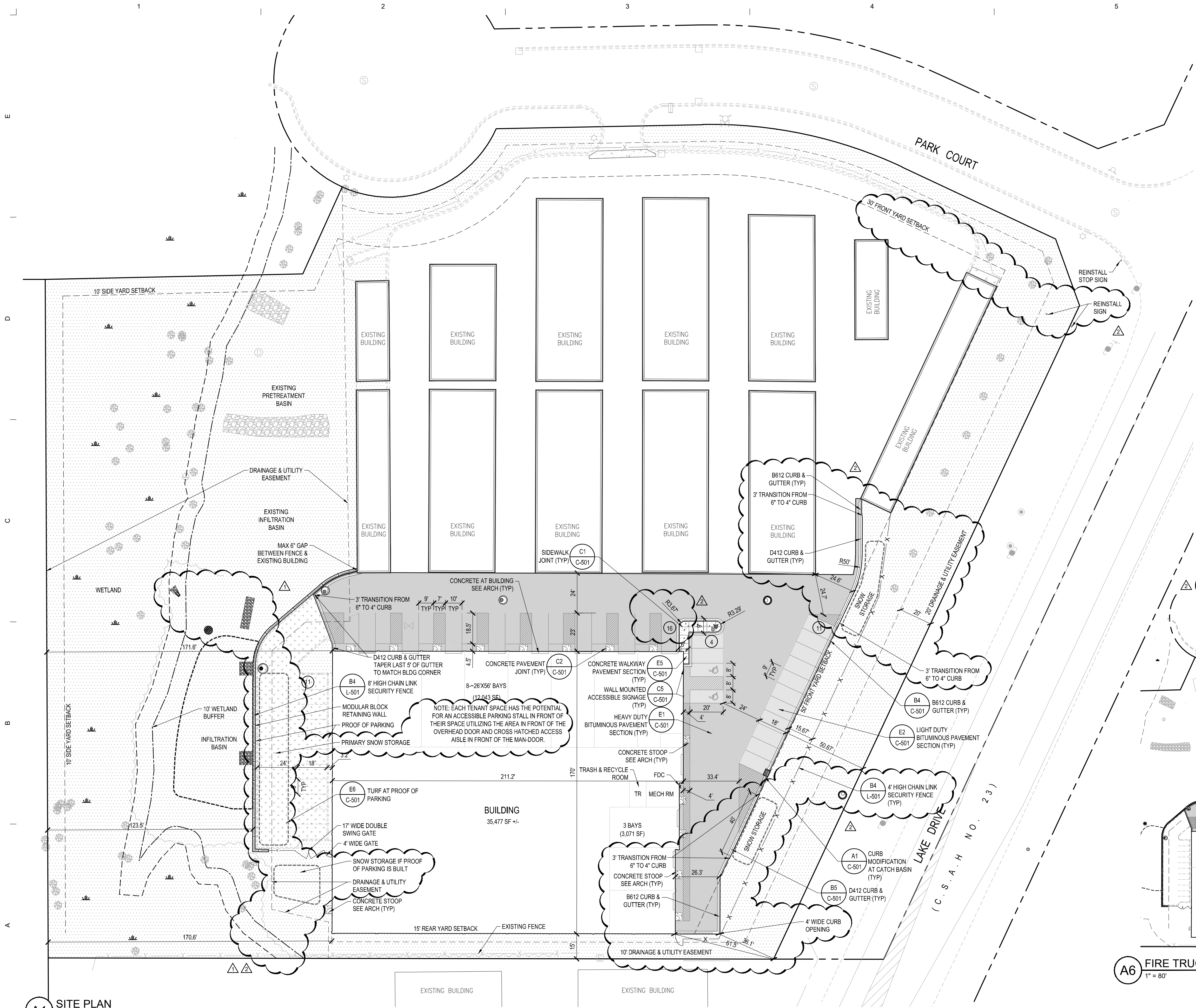
440 PARK COURT, LINO LAKES, MN 55014

ISSUES / REVISIONS:	
CONCEPT PLAN RESUBMITTAL	11.13.2023
Site & Building Plan Submittal	01.08.2024
Response: Submittal Comments	01.26.2024
Response: PC Mtg. Comments	03.25.2024

RENDERED ELEVATIONS

A301

PROJECT NUMBER
21036



SITE PLAN NOTES

1. VERIFY ALL FIELD CONDITIONS AND UTILITY LOCATIONS PRIOR TO EXCAVATION/CONSTRUCTION. IF ANY DISCREPANCIES OR UNKNOWN UTILITIES ARE FOUND THAT IMPACT DESIGN OR IMPAIR CONSTRUCTION, THE ENGINEER AND OWNER SHOULD BE IMMEDIATELY NOTIFIED.
2. DIMENSIONS SHOWN ON THIS PLAN ARE TO FACE OF CURB AND EXTERIOR FACE OF BUILDING UNLESS NOTED OTHERWISE.
3. MEET AND MATCH EXISTING CONDITIONS. PROVIDE TRANSITION AS NECESSARY.
4. ON-SITE CURB TO BE B612 AND D412 CONCRETE CURB & GUTTER. RIGHT-OF-WAY CURB TO BE B616 CURB & GUTTER.
5. ALL CURBS TO HAVE 3/4" EXPANSION JOINTS AT A MAXIMUM OF 100'-0" AND CONTROL JOINTS AT A MAXIMUM OF 10'-0".
6. ALL PARKING STALLS TO BE PAINTED WITH A 4" WIDE WHITE STRIPING. ACCESSIBLE SYMBOLS TO BE PAINTED IN WHITE AND ACCESSIBLE ACCESS AISLES TO BE PAINTED WITH A 4" WIDE WHITE PAINTED STRIPE 18 INCHES ON CENTER AND AT 45 DEGREE ANGLES TO STALL, WITH "NO PARKING" MARKED. REFLECTORIZED PAINT SHALL COMPLY WITH MNDOT 3592.

PROJECT SUMMARY

ZONED:	L - I LIGHT INDUSTRIAL	
SITE	249,763 SF (5.73 AC)	
	EXISTING	PROPOSED
IMPERVIOUS (75% MAX.ALLOWANCE)	89,931 SF. (36%)	148,274 SF. (59%)
BUILDING	40,682 SF. (16%)	40,682 SF. (16%)
PHASE II BUILDING		35,477 SF. (14%)
PARKING, WALK, & TRASH	49,249 SF. (20%)	66,215 SF. (27%)
PROOF OF PARKING		5,900 SF. (2%)
NOT PROPOSED TO BE CONSTRUCTED AT THIS TIME		
PERVIOUS AREA	159,832 SF. (64%)	101,489 SF. (41%)
SETBACKS	REQUIRED	PROPOSED
FRONT	50' LAKE DRIVE	61.5' (LAKE DRIVE) 50' (EXISTING)
SIDE	30' PARK COURT	42.8' (EXISTING)
REAR	10'	170.6' (BUILDING), 123.5' (PARKING)
	15'	15'

PARKING SUMMARY

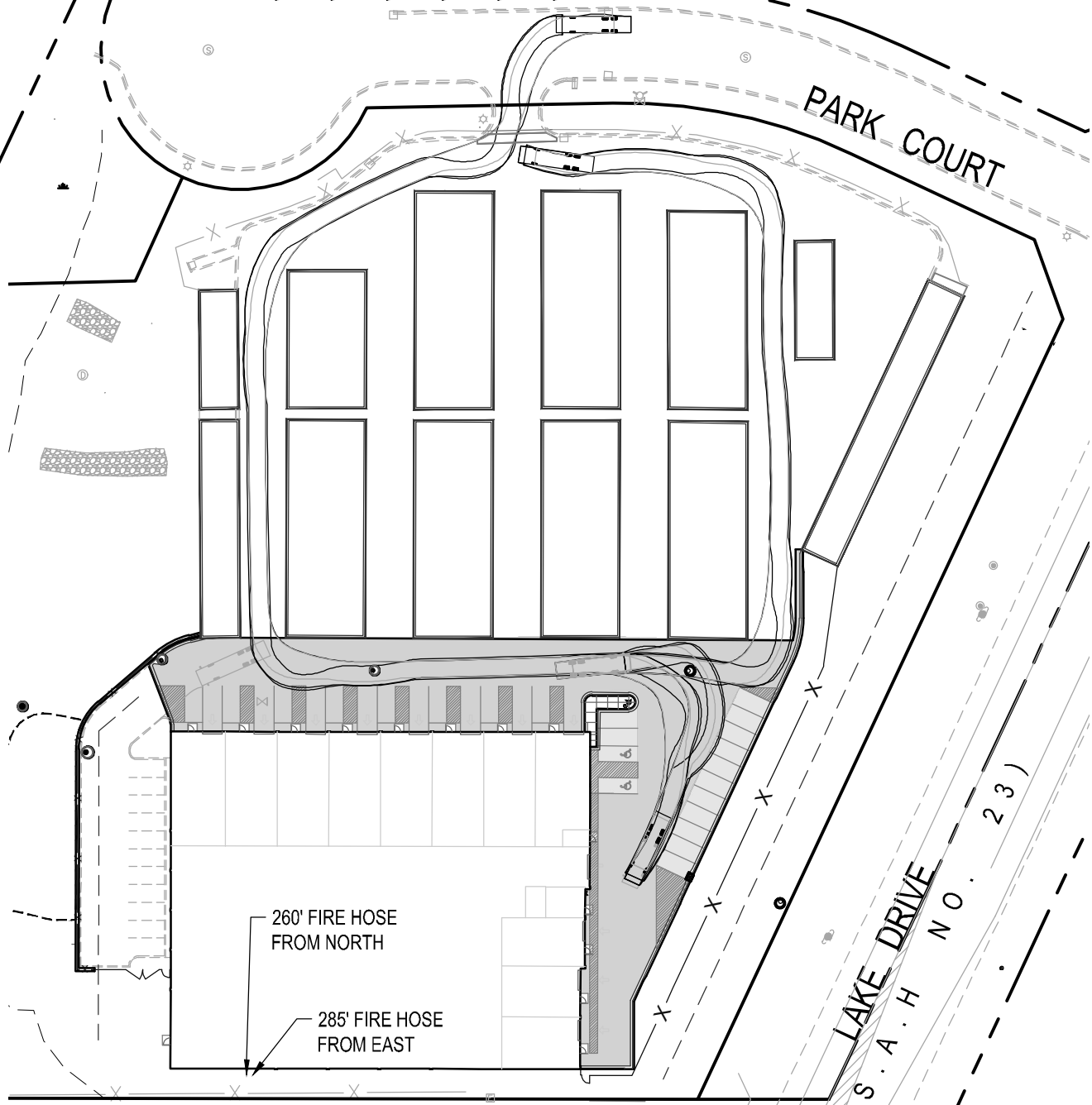
REQUIRED	40 STALLS
LIGHT MANUFACTURING (1/ 500 GFA)	8 UNITS: 12,000 SF/ 500 = 24 STALLS
WAREHOUSING (1/ 2,000 GFA)	3 UNITS: 3,000 SF/ 500 = 6 STALLS 19,997 SF/ 2,000 = 10 STALLS

PROPOSED 31 CONSTRUCTED STALLS + 11 PROOF OF PARKING STALLS
2 - 9' X 18' ACCESSIBLE STALLS
29 - 9' X 18' STANDARD STALLS
(1 STANDARD STALLS WILL BE LOST TO BUILD PROOF OF PARKING)

ADDITIONAL 11 STALLS COULD BE BUILT IF NEEDED TO MEET THE DEMAND OF THE BUILDING USERS. THESE STALLS WILL NOT BE BUILT UNLESS THERE IS THE DEMAND.

LEGEND

	HEAVY DUTY BITUMINOUS PAVEMENT		CONCRETE PAVEMENT
	LIGHT DUTY BITUMINOUS PAVEMENT		PERVIOUS AREA
	NO PARKING AREA STRIPING		TURF AT PROOF OF PARKING

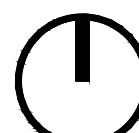


A6 FIRE TRUCK CIRCULATION (37.5' SPARTAN GLADIATOR AERIAL)

1" = 80'



Know what's below.
Call before you dig.



30 90
SCALE IN FEET

OWNER

LARIAT COMPANIES INC.
8345 Crystal View Rd. #200
Eden Prairie, Minnesota, 55344

AMCON

6121 BAKER RD, SUITE 101
MINNETONKA, MINNESOTA 55345
651-379-9090

PROJECT

LINO LAKES
INDUSTRIAL AND
STORAGE CENTER
LINO LAKES, MINNESOTA

SHEET INDEX

RESPONSE TO CITY
COMMENTS
01/25/2024

ISSUE DATE

WATERSHED / CITY COMMENTS	03/08/2024
CITY COMMENTS	03/26/2024

Elan
DESIGN LAB

CIVIL ENGINEERING | LANDSCAPE ARCHITECTURE

310 4TH AVE SOUTH, SUITE 1006
MINNEAPOLIS, MN 55415

p 612.260.7980
f 612.260.7990
www.elanlab.com

CERTIFICATION

I hereby certify that this plan, specification or report was prepared by me, or under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of MINNESOTA.

Stephan M. Johnston DATE
REGISTRATION NO. 18914 01/25/2024

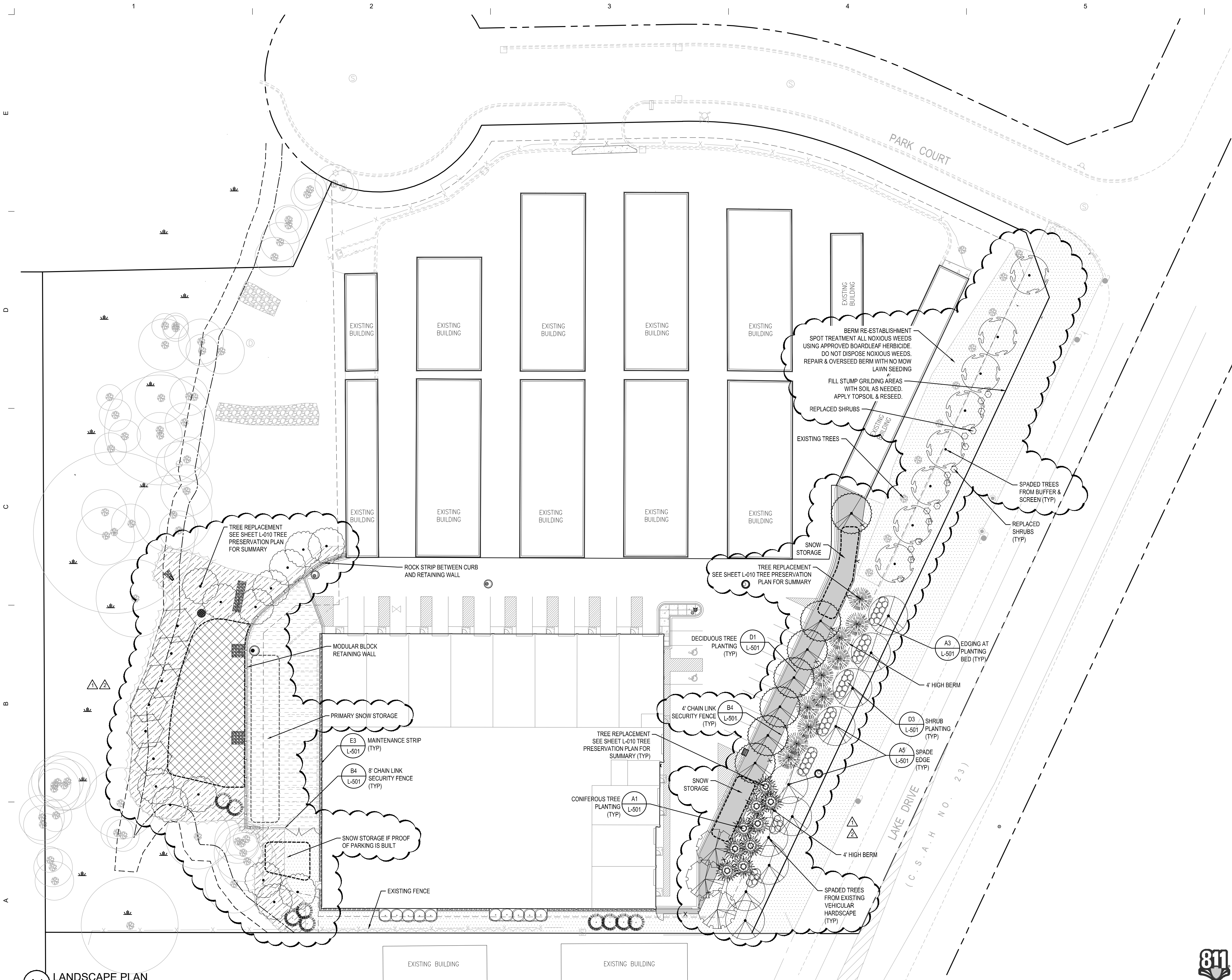
SHEET

SITE PLAN

C-101

PROJECT NO.

AMC23004



LANDSCAPE NOTES

- LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR FINISHED GRADING AND POSITIVE SURFACE DRAINAGE IN ALL LANDSCAPE AREAS. LANDSCAPE CONTRACTOR MUST ENSURE THAT THE FINAL GRADES ARE MET AS SHOWN ON GRADING PLAN. IF ANY DISCREPANCIES ARE FOUND, IMMEDIATELY NOTIFY LANDSCAPE ARCHITECT FOR RESOLUTION.
- ALL PLANT MATERIALS ARE TO CONFORM WITH STATE & LOCAL CONSTRUCTION STANDARDS AND THE CURRENT ADDITION OF THE AMERICAN ASSOCIATION OF NURSERYMEN STANDARDS. ALL PLANT MATERIALS ARE TO BE HEALTHY, HARDY STOCK, AND FREE FROM ANY DISEASES, DAMAGE, AND DISFIGURATION.
- QUANTITIES OF PLANTS LISTED ON THE PLAN ARE TO GOVERN ANY DISCREPANCY BETWEEN THE QUANTITIES SHOWN ON THE PLANT SCHEDULE AND PLAN. PLACE PLANTS IN PROPER SPACING FOLLOWING LAYOUT FIGURES.
- TOPSOIL TO BE MNDOT 3877.2B LOAM TOPSOIL BORROW FOR LANDSCAPED AREAS AND PLANTING BEDS. PROVIDE ROOTING TOPSOIL BORROW MNDOT 3877.2E FOR PLANT RESTORATION, WATER QUALITY, AND FILTRATION PLANTING.
- PLANTING SOIL TO BE CONSISTED OF 50% SELECT TOPSOIL BORROW (MNDOT 3877) AND 50% GRADE 2 COMPOST (MNDOT 3890). PLANTING SOIL TO HAVE A PH BETWEEN 6.5-7.5, BE FREE OF CHEMICAL CONTAMINANTS, DEBRIS, LARGE ROCKS GREATER THAN 1/2" DIAMETER, AND FRAGMENTS OF WOOD. SUBSOIL SHALL BE SCARIFIED TO A DEPTH OF 4" BEFORE PLANTING SOIL IS SPREAD.
- SPREAD PLANTING SOIL AT MINIMUM EIGHTEEN (18) INCH DEEP IN ALL PLANTING BEDS PRIOR TO PLANTING. THOROUGHLY WATER TWICE TO FACILITATE CONSOLIDATION PRIOR TO PLANTING. DO NOT OVERLY COMPACT SOIL.
- MULCH TO BE SHREDDED HARDWOOD BARK MULCH (MNDOT 3882 TYPE 6), CONSISTED OF RAW WOOD MATERIAL FROM TIMBER AND BE A PRODUCT OF A MECHANICAL CHIPPER, HAMMER MILL, OR TUB GRINDER. THE MATERIAL SHALL BE SUBSTANTIALLY FREE OF MOLD, DIRT, SAWDUST, AND FOREIGN MATERIAL AND SHALL NOT BE IN AN ADVANCED STATE OF DECOMPOSITION. THE MATERIAL SHALL NOT CONTAIN CHIPPED UP MANUFACTURED BOARDS OR CHEMICALLY TREATED WOOD, INCLUDING, BUT NOT LIMITED TO, WATER BOARD, PARTICLE BOARD, AND CHROMATED COPPER ARSENATE (CCA) OR PENTA TREATED WOOD. THE MATERIAL SHALL BE TWICE-GROUND/ SHREDDED, SUCH THAT, NO INDIVIDUAL PIECE SHALL EXCEED 2 INCHES IN ANY DIMENSION.
- APPLY FOUR (4) INCH DEPTH OF SHREDDED HARDWOOD BARK MULCH IN FOUR (4) FOOT DIAMETER RING AROUND ALL TREES.
- EDGE ALL SHRUB BEDS WITH 3/16" X 5.5" MILL FINISHED ALUMINUM EDGING WITH STAKES. ALL EDGING TO BE COMMERCIAL GRADE.
- APPLY FOUR (4) INCH DEPTH OF SHREDDED HARDWOOD BARK MULCH IN ALL SHRUB AREAS. PRIOR TO MULCHING, APPLY PRE-EMERGENT HERBICIDE TO ALL PLANTING BEDS.
- APPLY PRE-EMERGENT TO MULCH IN PLANTING AREAS TO PROHIBIT WEED GROWTH. APPLICATION RATE TO BE PER MANUFACTURER'S RECOMMENDATIONS. IF WEEDS APPEAR IN TREATED AREAS DURING THE FIRST YEAR, LANDSCAPE CONTRACTOR TO REMOVE ALL WEEDS AT NO ADDITIONAL COST.
- APPLY THREE (3) INCH DEPTH OF 2-3 INCH TRAP ROCK MULCH OVER WEED BARRIER FABRIC IN MAINTENANCE AREAS INDICATED ON PLAN.
- WEED BARRIER FABRIC TO BE BLACK POLYPROPYLENE SHEET 5 OZ/SQ.YD. TENSILE STRENGTH PER ASTM D-4632, PRODUCT BY DEWITT COMPANY OR APPROVED EQUAL.
- SOD SHOWN ON LANDSCAPE PLAN TO BE INSTALLED BY LANDSCAPE CONTRACTOR. SOD TO BE MNDOT 3878.2A, DENSE, AND OF UNIFORM TEXTURE, FREE OF WEEDS AND DISEASE. APPLY MINIMUM SIX (6) INCHES OF SELECT TOPSOIL BORROW AND THOROUGHLY APPLY FERTILIZER TO TOP TWO (2) INCHES BEFORE LAYING SOD. LANDSCAPE CONTRACTOR TO MAINTAIN SODDED AREAS IN HEALTHY CONDITION UNTIL FIRMLY ROOTED.
- LANDSCAPE AREAS IN FRONT OF BUILDINGS AND BOULEVARD AREAS SHALL BE IRRIGATED WITH AN UNDERGROUND IRRIGATION SYSTEM. NO WATER IS ALLOWED ON ANY PAVEMENT, PARKING, WALKWAY, AND BUILDING. THE IRRIGATION CONTRACTOR IS TO DESIGN AND SUBMIT SHOP DRAWING OF IRRIGATION DESIGN AND CALCULATIONS TO LANDSCAPE ARCHITECT FOR REVIEW 5 DAYS PRIOR TO PURCHASING AND INSTALLATION. IRRIGATION DESIGN IS TO MEET ALL CITY AND STATE PLUMBING CODES AND REQUIREMENTS.
- FOLLOW LANDSCAPE DETAILS FOR ALL INSTALLATION, UNLESS OTHERWISE NOTED.
- LANDSCAPE CONTRACTOR SHALL MAINTAIN PLANTS IN HEALTHY CONDITION THROUGHOUT WARRANTY PERIOD. THE WARRANTY PERIOD IS TWO FULL YEARS FROM DATE OF PROVISIONAL ACCEPTANCE UNTIL FINAL ACCEPTANCE. WARRANTY PERIOD FOR PLANT MATERIAL INSTALLED AFTER JUNE 1ST SHALL COMMENCE THE FOLLOWING YEAR.

LEGEND

- SOD 3,975 SF.
- TURF AT PROOF OF PARKING 6,280 SF.
- NO MOW LAWN SEEDING 27,435 SF.
- NATIVE SEEDING 7,925 SF.
- STORMWATER SEEDING 4,185 SF.

SEE SHEET C-203 FOR SEEDING NOTES
SEE SHEET L-101 FOR PLANT SCHEDULE

OWNER

LARIAT COMPANIES INC.
8345 Crystal View Rd. #200
Eden Prairie, Minnesota, 55344

AMCON

6121 BAKER RD, SUITE 101
MINNETONKA, MINNESOTA 55345
651-379-9090

PROJECT

LINO LAKES
INDUSTRIAL AND
STORAGE CENTER
LINO LAKES, MINNESOTA

SHEET INDEX

RESPONSE TO CITY
COMMENTS
01/25/2024

ISSUE	DATE
WATERSHED / CITY COMMENTS	03/08/2024
CITY COMMENTS	03/26/2024

Elan
DESIGN LAB
CIVIL ENGINEERING | LANDSCAPE ARCHITECTURE

310 4TH AVE SOUTH, SUITE 1006
MINNEAPOLIS, MN 55415

p 612.260.7980
f 612.260.7990 | www.elanlab.com

CERTIFICATION

I hereby certify that this plan was prepared by me, or under my direct supervision, and that I am a duly Licensed Landscape Architect for the laws of the state of MINNESOTA.

Plarsinee Saraththong
REGISTRATION NO. 45059
DATE
01/25/2024

SHEET

LANDSCAPE PLAN

L-102

PROJECT NO.

AMC23004



Know what's below.
Call before you dig.



30

90

SCALE IN FEET

A1 LANDSCAPE PLAN
1" = 30'



Memorandum

To: Katie Larsen, Lino Lakes City Planner

From: Diane Hankee PE, Lino Lakes City Engineer

Date: April 10, 2024

Re: Lino Lakes Tech Center
Conditional Use Plan Review
023187-000

WSB reviewed the Conditional Use plans for the Lino Lakes Tech Center site in Lino Lakes, MN, received March 27, 2024. The site is 2.34 acres and located at 440 Park Court west of Lake Drive (CSAH 23). The lot has frontage along Lake Drive (CSAH 23). Comments were made on the following documents:

- Lino Lakes Tech Center plans prepared by Amcon, dated March 26, 2024

The following review comments should be responded to in writing by the applicant. There are additional redline comments on the plan set that should be responded to as well. Not all redline comments are in the review memo.

Amcon (11/13/2023) responses in **red**.

WSB (11/29/2023) responses and new comments in **blue**.

Amcon (2/6/2024) responses in **green**.

WSB (3/6/2024) responses and new comments in **orange**.

Elan (3/26/2024) responses and new comments in **purple**.

WSB (4/5/2024) responses and new comments in **light blue**.

Engineering

- **Grading**

A grading plan for the proposed parking lot, storm water basins, and tech center has been provided.

The area proposed for the Lino Lakes Tech Center has previously been identified to contain construction debris materials buried underneath the existing site. A Response Action Plan (RAP) and Contingency Construction Plan (CCP) have been drafted to include that grading of the site proposes capping or necessary removal of the debris as part of the site preparation.

An infiltration basin is proposed on the south side of the existing pond to provide treatment and storage for the site. This expansion will need to remain outside the delineated wetland.

Comments:

- ~~1. Provide a grading plan meeting City requirements.~~

~~(Amcon 11/13/2023) Understood, Civil drawings will be provided for the full Site & Building Plan Submittal after this Concept Submittal approval.~~
~~(WSB 11/29/2023) To be reviewed at the time of full submittal~~
~~(WSB 3/6/2024) Submitted~~

2. ~~The applicant shall note that site grading work shall be done in accordance with the approved MPCA Response Action Plan (RAP) and Contingency Construction Plan (CCP). Provide updated documentation regarding the current state of the RAP.~~
~~(Amcon 11/13/2023) A copy of the RAP & CCP document, dated Aug. 27, 2018 is included for your review. The owner did have the site cleaned up, please refer to City of Lino Lakes Permit #2021-02485. Junk & debris that had been dumped on the site was removed & existing concrete debris was properly recycled.~~
~~Amcon (2/6/2024) We have engaged Braun Intertec to perform a Soil Vapor Investigation. We are requesting that the Planning Commission & City Council have this as a condition of approval. See attached EXHIBIT #3 to review Braun Intertec's proposal and timing to perform this work.~~
~~(WSB 3/6/2024) the RAP & CCP MPCA approvals should be provided to the City prior to City Council approval.~~
~~(Elan 3/26/2024) A note has been added to C-201. The status of the cleanup will be provided by Braun.~~
~~(WSB 4/5/2024) Complete~~
3. ~~(WSB 3/6/2024) Applicant to revise slopes on BMP to a maximum of 3:1.~~
~~(Elan 3/26/2024) The slopes shown at 2:1 are in areas that will not be mowed. A 2:1 slope is stable. It is not possible to flatten these slopes to 3:1 and maintain sufficient pond volume.~~
~~(WSB 4/5/2024) Per City design standards, slopes are to be a maximum 3:1 ratio. This is consistent with MN Stormwater Manual and Nationwide Urban Runoff Program (NURP) design standards.~~
4. ~~(WSB 3/6/2024) Applicant to call out EOFs of all low points to ensure appropriate freeboard is provided to proposed and existing structures.~~
 - a. ~~Minimal freeboard (1') between FFE (903.50) and EOF (902.5) for the catch basin on the east side of the building.~~
 - i. ~~Care will need to be taken that this area is not blocked with snow (shown as snow storage) during thawing/ periods of heavier rain.~~~~(Elan 3/26/2024) The grades have been adjusted to provide an overflow to the south at elevation 902.5. Snow storage should occur behind the curb. The D412 curb and lack of landscape materials is intended to make it easier to push the snow into the area adjacent to the berm.~~
~~(WSB 4/5/2024) Complete—Caution will need to be taken care of to keep the EOF route clear of snow in case the catch basin backs up and water levels could get over 904~~
5. ~~(WSB 3/6/2024) Correct the direction of the flow arrows shown on the storm sewer pipes.~~
~~(Elan 3/26/2024) The line type (direction of flow) has been corrected.~~
~~(WSB 4/5/2024) Complete~~
6. ~~(WSB 3/6/2024) Verify the amount of drainage being contributed from the existing storage area to the north of the site.~~
~~(Elan 3/26/2024) See stormwater narrative for existing drainage map based on current survey.~~

~~(WSB 4/5/2024) Complete.~~

7. (WSB 4/5/2024) (Redline comment from previous plans) Show EOFs for catch basins north of the building. Provide minimum required freeboard from lowest openings of both existing and proposed buildings.

• Stormwater Management

The stormwater management for the Lino Lakes Tech Center consists of the installation of storm sewer structures and pipes to convey the site's runoff to a new BMP (basin) on the west side of the parcel. The runoff is generated from the one 36,040 square foot storage building and associated driveway and parking that is proposed to be constructed on the site. The development of the site will result in 0.144 acres of reconstructed impervious, and 1.341 acres of new impervious for a total of 1.485 acres of total impervious.

Comments:

1. ~~The applicant shall provide an updated Stormwater Management Report demonstrating the appropriate sizing and treatment for the expansion.~~
~~(Amcon 11/13/2023) Understood, Civil drawings will be provided for the full Site & Building Plan Submittal after this Concept Submittal approval.~~
~~(WSB 11/29/2023) To be reviewed at the time of full submittal.~~
~~(WSB 3/6/2024) Updated report matches plans for new impervious and BMP grading. Further comments are provided below.~~

Table 3.0: Rate Control

	2-year 24-hour (CFS)	10-year 24-hour (CFS)	100-year 24-hour (CFS)
Existing 1R	0.6	0.9	5.1
Proposed 2R	0.1	0.9	4.9
Change	-0.5	0.0	-0.2

2. ~~(WSB 3/6/2024) Applicant to clarify BMP type. It is referenced as both a biofiltration basin and an infiltration basin at various points.~~
~~(Elan 3/26/2024) This has been cleaned up in the report. The facility has undergone numerous changes resulting in disparities. The basin is an infiltration basin.~~
3. ~~(WSB 3/6/2024) Applicant to specify access route to proposed BMP. The current site plan appears to require access through an existing BMP or down a retaining wall.~~
~~(Elan 3/26/2024) The retaining wall just east of the basin overflow is zero feet high. Small tracked equipment such as a skid steer or excavator can cross the curb here to access the outlet control device. The basin is also accessible in a similar manner at the south end of the proof of parking area.~~
4. ~~(WSB 3/6/2024) Applicant to revise CN of disturbed pervious cover in accordance with RCWD Rule C.4(b).~~
~~(Elan 3/26/2024) This change was requested by RCWD and has been made. The change had limited impact on the HWL or peak discharge rates.~~

- ~~5. (WSB 3/6/2024) It is recommended to model the downstream BMP in order to understand potential tailwater effects and impacts to high water levels.~~
~~(Elan 3/26/2024) The plan has been modified since your last review. The outlet is now directed to the wetland. We would be happy to look at the tailwater condition if you are able to provide a hydrograph for the wetland. We could also create an assumed synthetic hydrograph if the HWL is known.~~
~~(WSB 4/5/2024) Based on wetland size and elevation, this tailwater effect is not a concern.~~
6. (WSB 3/6/2024) Exfiltration is not allowed in modeling in order to more conservatively estimate high water levels.
(Elan 3/26/2024) This comment is not understood. The required WQ volume is met without discharge.
(WSB 4/5/2024) Correct, WQ volume is not a concern with this comment. Infiltration BMPs are requested to be modeled without exfiltration outletting in the case of long-term clogging to ensure rate control and HWLs are still within allowable ranges.
7. (WSB 3/6/2024) Applicant to model the constructed BMP overflow. Current modeling indicates that this overflow would be used and impact outflow rates in 100-yr event.
(Elan 3/26/2024) The overflow continues to be directed to the existing basin with an overflow elevation equal to the calculated HWL. No discharge via the overflow is intended for the 100-year or lesser events.
(WSB 4/5/2024) HydroCAD modeling shows a 100-yr HWL of 901.99 and the EOF on sheet C-201 is called out as 901.75, meaning it would see discharge for the 100-yr event. Additionally, more flows could be routed over it based on the exfiltration outlet removal of Comment 6.
8. (WSB 3/6/2024) This review finds the minor increase in outflow rates during 10-year storm event is within modeling error. However, the City will defer to RCWD comments if they find this increase unacceptable.
(Elan 3/26/2024) Runoff is reduced in all events in the updated model submitted to RCWD.
(WSB 4/5/2024) This comment remains open based on the items discussed in Comments 6 and 7.
- ~~9. (WSB 3/6/2024) Based on pervious area berm flowing to CB 4, a Tc of 10 minutes is more appropriate and might ease pipe capacity limitations.~~
~~(Elan 3/26/2024) The pipes are sized for a 10-year event with a 5 minute Tc. There is no capacity issue.~~
- ~~10. (WSB 3/6/2024) Applicant to confirm constructability of CB 4. Current rim and inverts don't appear to leave enough concrete leg above pipe cutout.~~
~~(Elan 3/26/2024) The storm sewer system has been renumbered since there was a STMH 4 and CB4. CB 4 is now CB 5. It is a 2' x 3' structure with 2.06' of cover over the pipe. This structure is constructable.~~
- ~~11. (WSB 3/6/2024) Applicant to confirm constructability of V-notch in BMP OCS. Detail appears to indicate notch continues up to structure rim, which would impact mounting of skimmer grate.~~

~~(Elan 3/26/2024) The 20° notch, as measured from vertical has a 1.25' rise resulting in a width of 11" at the top of the structure. The 27" diameter structure has an inside circumference of 85 inches. The PS27-33S grate utilizes 4 mounting slots 24" apart, leaving enough room to attach the grate to the structure.~~

~~12. (WSB 3/6/2024) Applicant to correct mismatch between V-notch invert shown on plans and model. Plans show invert of 899.5, while modeling has invert of 899.75. (Elan 3/26/2024) The plans updated for the watershed show a consistent 899.5 elevation for the bottom of the notch.~~

13. (WSB 3/6/2024) Applicant to include air gap between roof leader and drainage pipe routing to BMP on the west side of the building.
(Elan 3/26/2024) The runoff from the roof will be collected in a system internal to the building connected to the pipe shown on the plan. Please explain where and why you want this air gap.
(WSB 4/5/2024) Air gap requirement to be determined by the City Building Department review.

14. (WSB 3/6/2024) Applicant to shift CBMH 1 and CBMH 2 away from retaining wall in order to allow for proper compaction around structures. Recommended distance is 1.5x structure build height to allow for 1.5:1 compaction.
(Elan 3/26/2024) These structures will be installed prior to constructing the retaining walls and will be located within the reinforcement grid for the wall which will be hand compacted. They will be moved if deemed necessary by the wall designer. Otherwise we chose to keep them in their present location adjacent to the curb.
(WSB 4/5/2024) Confirmation with the wall designer is requested.

~~15. (WSB 3/6/2024) Ductile iron pipe is recommended for storm sewer runs with less than 2' of pipe cover in order to ensure pipe longevity. (Elan 3/26/2024) All pipes have at least two feet of cover.~~

~~16. (WSB 3/6/2024) Applicant to check utility conflicts between storm sewer and watermain. (Elan 3/26/2024) Elevations at all crossings have been added to the plan.~~

- **Water Supply**

Water is shown being supplied for the site by connecting to the water line of the existing storage site to the north. An additional connection may be made across Lake Drive/CSAH 23 if the single 6" stub is found to be inadequate for the requirements of the site.

Comments:

- ~~1. Applicant to provide a utility plan for the site meeting City requirements. (Amcon 11/13/2023) Understood, Civil drawings will be provided for the full Site & Building Plan Submittal after this Concept Submittal approval. (WSB 11/29/2023) To be reviewed at the time of full submittal~~

~~(WSB 3/6/2024) Submitted~~

2. We recommend that the City Deputy Director of Public Safety-Fire Division review the proposed plan when submitted
(Amcon 11/13/2023) Understood.
(WSB 11/29/2023) To be reviewed at the time of full submittal
(WSB 3/6/2024) Fire official to review updated submittal including fire coverage shown with hoses
3. ~~(WSB 3/6/2024) Show gate valve installed with wet tap~~
~~(Elan 3/26/2024) Gate valve has been shown on plan.~~
~~(WSB 4/5/2024) Complete~~
4. (WSB 3/6/2024) 6" PE pipe proposed for directionally drilled water service across Lake Drive/ right of way.
 - a. The City requires PVC C900 in the right of way
(Elan 3/26/2024) PE was chosen to allow for directional drilling. Directional drilling C-900 is not feasible. The cost of jack/boring a casing pipe is prohibitive and open cutting the busy road would be a mistake. We request permission for the alternative material which has been used in similar situations for decades.
(WSB 4/5/2024) Call out on plans as HDPE SDR 18
5. (WSB 3/6/2024) Clarify whether this is the 'relocated' hydrant from the Removals sheet
 - a. Fire Official to review whether a new hydrant is required
 - i. If acceptable call out as install salvaged hydrant (assembly)
(Elan 3/26/2024) The hydrant that exists on site is less than 5 years old. There is no reason why, if carefully removed, that it should not be suitable for reuse.
(WSB 4/5/2024) Call out on existing conditions as 'salvage existing hydrant'; Call out as 'install salvaged hydrant and furnish and install 6" gate valve' on utility plan.
6. ~~(WSB 3/6/2024) Existing 6" hydrant valve to remain is located in a proposed private parking space~~
 - a. ~~Fire Official to review and confirm access to gate valve~~
 - b. ~~Consider cutting back and installing a new shutoff valve to the north and the existing hydrant assembly (including valve) would be installed by the building~~
(Elan 3/26/2024) The valve serves no real purpose other than allowing the existing line to remain active during construction and avoiding the need for this project's contractor to pressure test the existing system along with the new. The valve's location is immaterial.
(WSB 4/5/2024) Complete
7. (WSB 4/5/2024) Verify minimum separation (18") between sanitary sewer main and proposed looping water service. Offset water service under sanitary sewer as required to maintain minimum depth.
8. (WSB 4/5/2024) Clarify that the connection to the existing 12" watermain should not shut down the active line. Tapping sleeve will need to meet City requirements.

- **Sanitary Sewer**

Sanitary sewer service is shown being supplied for the site by extending an 8" sanitary sewer main along the west side of Lake Drive/CSAH 23 to the southern site limits. A 6" sanitary sewer service will be connected to the sanitary sewer main at a proposed manhole.

~~Utilities are not proposed or shown for the site. Sanitary sewer may be required depending on use.~~

~~(Amcon 11/13/2023) Understood, Civil drawings will be provided for the full Site & Building Plan Submittal after this Concept Submittal approval.~~

~~(WSB 11/29/2023) Based on the proposed use of bathrooms, sanitary sewer will be required to be extended along Lake Drive to the site~~

~~(WSB 3/6/2024) Submitted~~

Comments:

~~1. (WSB 3/6/2024) Field verify size and depth of sanitary sewer stub~~

~~a. Initially assume 8" PVC SDR 26 per as-built~~

~~b. Sanitary sewer main to be SDR 26~~

~~(Elan 3/26/2024) The elevation of the new line will be adjusted as needed based on the elevation of the existing stub. The plans have been changed to SDR 26.~~

~~(WSB 4/5/2024) Complete~~

~~2. (WSB 3/6/2024) Sanitary sewer service pipe to be Schedule 40~~

~~(Elan 3/26/2024) The sewer service pipe is called out in the sheet notes to be Schedule 40.~~

~~(WSB 4/5/2024) Complete~~

~~3. (WSB 3/6/2024) Outside drop should reference City Standard Detail Plate SAN-4~~

~~(Elan 3/26/2024) The detail has been changed to plate SAN-4 and is referenced on C-301.~~

~~(WSB 4/5/2024) Complete~~

- **Transportation**

Lino Lakes Tech Center proposes connecting to the existing storage site to the north for access off of Park Court with paved private access to each of the units throughout the site. The 2003 EAW analyzed this parcel as a light industrial user with two (2) professional office buildings totaling 28,800 sf. The existing mini self-storage facility together with the Tech Center will produce less traffic than two professional office buildings and therefore, is consistent with the EAW findings. No adverse traffic impacts are anticipated and a traffic study is not required.

There should be no site access off of Lake Drive per Anoka County Access Policy.

Comments:

1. Vehicle access through the existing storage facility is a concern. We recommend additional evaluation.
(Amcon 11/13/2023) No site access from Lake Drive is allowed per Anoka County Access Policy (WSB review, dated 7/5/23), so this property is landlocked. The only access is through the existing storage buildings/ phase I entrance from Park Court.
(WSB 11/29/2023) Fire vehicle turning movements provided. Turning movements for delivery and garbage vehicle exhibits will need to be provided with full submittal. Access details for the site owners and users utilizing the current secure storage access should be provided with full submittal.
(WSB 3/6/2024) Turning movements for delivery and garbage vehicles not provided
(Elan 3/26/2024) The turning movement for a fire truck is shown on C-101. This vehicle is larger than a typical delivery or garbage truck.
(WSB 4/5/2024)
2. ~~The applicant shall provide a pavement removal/replacement and site plans~~
(Amcon 11/13/2023) ~~Understood, Civil drawings will be provided for the full Site & Building Plan Submittal after this Concept Submittal approval.~~
(WSB 11/29/2023) ~~To be reviewed at the time of full submittal~~
(WSB 3/6/2024) Submitted
3. ~~The applicant shall note if curb & gutter will be used~~
(Amcon 11/13/2023) ~~Incomplete sentence from WSB review, dated 7/5/23. Curb & gutter is shown in the proposed site plan.~~
(WSB 11/29/2023) ~~Label curb and gutter style and identify areas of tipout curb with full submittal~~
(WSB 3/6/2024) Complete
4. ~~(WSB 3/6/2024) There is limited turning movements and access for all potential vehicles to the 3 bays at the south end of the parking area~~
 - a. ~~Stop the parking area shorter and extend a sidewalk down for the remaining bays.~~
 - b. ~~Shift the south eastern snow storage to the newly created green space out of the current EOF route~~~~(Elan 3/26/2024) The plan shows the driveway being widened to 24 feet as discussed at the planning commission meeting.~~
(WSB 4/5/2024) Complete
5. ~~(WSB 3/6/2024) The curb transition location in the northeast corner of the site is not practical for snow storage considering its proximity to the existing building.~~
(Elan 3/26/2024) ~~The snow storage area has shifted south. The northern end remains somewhat difficult to access with a truck but remains accessible for a skid steer which would likely be used on site during years of significant snow fall.~~
(WSB 4/5/2024) Complete
6. ~~(WSB 3/6/2024) Consider wheel stops for parking against the building without curb.~~
(Elan 3/26/2024) ~~Wheel stops make snow removal very difficult. Each stall in question is there for the benefit of the occupant. We will leave this decision to the building owner.~~
(WSB 4/5/2024) Complete
7. (WSB 3/6/2024) Identify ADA access to the north side of the building.
(Elan 3/26/2024) As noted on the updated plan each parking space on the side of the building is reserved for the tenant including the driveway which combined with the

crosshatched area in front of the door exceeds the requirement for an accessible stall. If the tenant requires an accessible stall, they will be able use the area directly adjacent to their space. The slopes have been adjusted to comply with ADA. This is deemed a better solution than showing an accessible route from the designated stalls across the stoops of each space to the northeast corner of the building.
(WSB 4/5/2024) City to verify ADA access requirements are met

- **Wetlands and Mitigation Plan**

Wetlands are shown on the existing survey for the site.

Comments:

1. The existing wetland is not in the Wetland Mapping Corridor (WMC)
2. The minimum (10') wetland buffer is shown on the site plans.
3. Grading for the stormwater pond is proposed within the minimum wetland buffer, to be revegetated with a native seed mix.

- **Landscaping**

Landscaping plans were not provided as part of the submittal. The City's Environmental Coordinator to review landscaping and provide in-depth comments when provided
(Amcon 11/13/2023) Understood, Civil & Landscape drawings will be provided for the full Site & Building Plan Submittal after this Concept Submittal approval.
(WSB 11/29/2023) To be reviewed at the time of full submittal
(WSB 3/6/2024) Comments to be provided by the City's Environmental Coordinator

Comments:

1. ~~(WSB 3/6/2024) No landscaping is allowed in the basin's High Water Level HWL (901.75)~~
~~(Elan 3/26/2024) The trees in this area are located on the wetland side of the berm.~~
~~(WSB 4/5/2024) Complete.~~

- **Floodplain**

No floodplain impacts are proposed on site.

- **Drainage and Utility Easements**

Drainage and utility easements are required for stormwater systems.
(Amcon 11/13/2023) Understood, Civil drawings will be provided for the full Site & Building Plan Submittal after this Concept Submittal approval.
(WSB 11/29/2023) To be reviewed at the time of full submittal
(WSB 3/6/2024) Easements to be provided and approved prior to City Council approval.
(Elan 3/26/2024) Understood

- **Development Agreement**

A Development Agreement will not be required.

- **Grading Agreement**

A Grading agreement is not required.

- **Stormwater Maintenance Agreement**

The stormwater facilities will be privately maintained and a Declaration for Maintenance of Stormwater Facilities will be required. Both the Rice Creek Watershed District (RCWD) and the City of Lino Lakes shall be parties to the Declaration.

(Elan 3/26/2024) understood

- **Permits Required**

1. NPDES General Construction Permit
2. City of Lino Lakes Zoning Permit for construction
3. Rice Creek Watershed Permit
4. Minnesota Pollution Control Agency – approved RAP and CCP
5. Anoka County Right-of-Way Permit if grading work extends into their right of way.
(Elan 3/26/2024) The county permit will be required for the sanitary sewer extension

If you or the applicant have any questions regarding these comments, please contact Kris Keller at (612) 419-3083 or kkeller@wsbeng.com. You may also contact Diane Hankee at (651) 982-2430 or dhankee@linolakes.us.

**CITY OF LINO LAKES
RESOLUTION NO. 24-34**

**RESOLUTION APPROVING CONDITIONAL USE PERMIT FOR
440 PARK COURT (LINO LAKES TECH CENTER & STORAGE FACILITY)**

WHEREAS, on February 8, 2024, the City received a land use application for a conditional use permit for two (2) or more principal buildings at 440 Park Court (Lino Lakes Tech Center & Storage Facility) and hereafter referred to as “Development”; and

WHEREAS, the March 13, 2024 Planning & Zoning Board Staff Report and the April 22, 2024 Council Staff Report provide supporting narrative and documentation to the land use application; and

WHEREAS, the property is zoned LI, Light Industrial and allows for two (2) or more principal buildings on site (existing mini-storage facilities and industrial building/storage) with an approved conditional use permit; and

WHEREAS, the legal description of the property is Lot 4, Block 1, Marshan Lake Industrial Park; and

WHEREAS, City staff has completed a review of the land use application based on the following plans:

- Applicant Narrative dated January 8, 2023
- Architectural Plan Set prepared by Amcon dated March 25, 2024
- Civil and Landscape Plan Set prepared by Elan Design Lab dated March 26, 2024
- Photometric Plan and Lighting Details prepared by AID Electric Corporation dated January 4, 2024
- ALTA/NSPS Land Title Survey prepared by E.G. Rud & Sons, Inc. dated January 26, 2024
- Stormwater Management Plan prepared by Elan Design Lab dated March 12, 2024
- Wetland Delineation Report prepared by Jacobson Environmental, PLLC dated May 11, 2023; and

WHEREAS, a public hearing was held before the Planning & Zoning Board on March 13, 2024 and the Board recommended approval of the conditional use permit.

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

FINDINGS OF FACT

Per City Code Section 1007.016(3):

(e) The Planning and Zoning Board shall hold the public hearing and consider possible adverse effects of the proposed conditional use. Its judgement shall be based upon, but not limited to, the following factors:

1. The proposed development application has been found to be consistent with the design standards listed in City Code Section 1007.020(4).

See below.

2. Will not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons, property, or the general welfare because of excessive production of traffic, noise, smoke, fumes, glare, or odors.

The proposed multi-tenant industrial and indoor self-storage building will not involve activities detrimental to any person, property, or the general welfare.

3. Will not result in the destruction, loss, or damage of a natural, scenic or historic feature of major importance.

The proposed multi-tenant industrial and indoor self-storage building will not result in the destruction of a natural, scenic, or historic feature of major importance.

Per City Code Section 1007.020:

(4) *Performance Standards.* Plans which fail to meet the following criteria shall not be approved.

(a) The proposed development application must be consistent with the policies and recommendations of the Lino Lakes Comprehensive Plan.

The proposed multi-tenant industrial and indoor self-storage building is consistent with industrial land use.

(b) The proposed development application is compatible with present and future land uses of the area.

The proposed multi-tenant industrial and indoor self-storage building is compatible with present and future land uses of the area.

(c) The proposed development application conforms to performance standards herein and other applicable City Codes.

The proposed multi-tenant industrial and indoor self-storage building conforms to City Code performance standards with minor revisions as noted in this resolution.

(d) Traffic generated by a proposed development application is within the capabilities of the City when:

1. If the existing level of service (LOS) outside of the proposed development is A or B, traffic generated by a proposed development will not degrade the level of service more than one grade.
2. If the existing LOS outside of the proposed development is C, traffic generated by a proposed development will not degrade the level of service below C.
3. If the existing LOS outside of the proposed development is D, traffic generated by a proposed development will not degrade the level of service below D.
4. The existing LOS must be D or better for all streets and intersections providing access to the proposed development. If the existing level of service is E or F, the developer must provide, as part of the proposed project, improvements needed to ensure a level of service D or better.
5. Existing roads and intersections providing access to the proposed development must have the structural capacity to accommodate projected traffic from the proposed development or the developer will pay to correct any structural deficiencies.
6. The traffic generated from a proposed development shall not require City street improvements that are inconsistent with the Lino Lakes Capital Improvement Plan. However, the City may, at its discretion, consider developer-financed improvements to correct any street deficiencies.
7. The LOS requirements in paragraphs 1. to 4. above do not apply to the I-35W/Lake Drive or I-35E/Main St. interchanges. At City discretion, interchange impacts must be evaluated in conjunction with Anoka County and the Minnesota Dept. of Transportation, and a plan must be prepared to determine improvements needed to resolve deficiencies. This plan must determine traffic generated by the proposed development project, how this traffic contributes to the total traffic, and the time frame of the improvements. The plan also must examine financing options, including project contribution and cost sharing among other jurisdictions and other properties that contribute to traffic at the interchange.

The proposed multi-tenant industrial and indoor self-storage building is within the capabilities of the City. CSAH 23 (Lake Drive) is an "A" minor reliever road and has capacity to handle minimal traffic volumes created by the development. Level of service is not impacted.

(e) The proposed development shall be served with adequate and safe water supply.

The proposed multi-tenant industrial and indoor self-storage building will be municipally served by a 12" watermain located along Park Court and will have an adequate water supply.

(f) The proposed development shall be served with an adequate or safe sanitary sewer system.

The proposed multi-tenant industrial and indoor self-storage building will be municipally served by an 8" sanitary sewer main installed along CSAH 23 (Lake Drive) and will have an adequate sanitary sewer system.

(g) The proposed development shall not result in the premature expenditures of City funds on capital improvements necessary to accommodate the proposed development.

The proposed multi-tenant industrial and indoor self-storage building does not require City funds.

(h) Fire prevention and fighting equipment acceptable to the Board of Fire Underwriters and City Council shall be readily available when any activity involving the handling or storage of flammable or explosive materials is carried on.

The proposed multi-tenant industrial and indoor self-storage building does not involve any activity involving the handling or storage of flammable or explosive materials.

BE IT FURTHER RESOLVED the following specific performance standards of City Code Section 1007.140(9) have also been met:

- (g) Two (2) or more principal buildings on same lot provided such buildings relate to a permitted or conditional use that is operated as a single business or enterprise.

The Phase I-Lino Lake Storage mini self-storage facility and Phase II multi-tenant industrial and indoor self-storage building shall be operated as a single business or enterprise.

BE IT FURTHER RESOLVED the conditional use permit for two (2) or more principal buildings on same lot for 440 Park Court Lino Lakes Tech Center & Storage Facility is approved subject to the following conditions:

1. Permitted uses listed in City Code Section 1007.140(7), LI, Light Industrial zoning district shall be allowed to operate in the multi-tenant industrial building units.
2. Conditional uses as listed in City Code Section 1007.140(9), LI, Light Industrial zoning district shall not be allowed to operate in the multi-tenant industrial building units.

3. Indoor self-storage or storage of personal items in the multi-tenant industrial building units shall not be allowed.
4. The Phase I-Lino Lake Storage mini self-storage facility and Phase II multi-tenant industrial and indoor self-storage building shall be operated as a single business or enterprise as required per City Code Section 1007.140(9)(g).
5. A Parking Deferment Agreement shall be recorded.
 - a. If the proof of parking area is constructed in the future, the parking spaces in front of the west unit shall be striped "No Parking" to allow for a 24ft wide drive aisle
6. A Site Improvement Performance Agreement shall be executed.
7. A Declaration for Maintenance of Stormwater Facilities in favor of RCWD and the City shall be recorded.
8. A Permanent Drainage and Utility Easement 10ft above the delineated wetland boundary, 10ft above the stormwater pond 100 year HWL, and over the sanitary sewer pipe shall be granted to the City and recorded.
9. If installed, rooftop or ground mounted mechanical equipment shall be screened per City Code Section 1007.043(2)(d)14.
10. Annual inspections may be conducted by the City to ensure City Code compliance.
11. A separate sign permit application shall be submitted and approved by the City prior to any permanent, replacement, or temporary signage installation.
12. A building permit application for change of use shall be submitted for any new tenant that occupies a multi-tenant industrial building unit.
13. An Anoka County right-of-way permit is required.
14. Conditions of Resolution No. 18-103 still apply.
15. Failure to comply with any of the listed conditions may result in revocation of the conditional use permit.

BE IT FURTHER RESOLVED the following items shall be addressed prior to issuing a zoning permit for grading:

1. All comments from the City Engineer memo dated April 10, 2024.
2. The applicant shall draft the following documents for City review and approval:
 - a. Permanent Drainage and Utility Easement with exhibit 10ft above the delineated wetland boundary, 10ft above the stormwater pond 100 year HWL, and over the sanitary sewer pipe
 - b. Declaration for Maintenance of Stormwater Facilities with exhibit
3. An ADA accessible route shall be provided to all units.
 - a. Revised plans shall be submitted to the City for review and approval.
4. Applicant shall submit to the City a MN DNR Natural Heritage letter along with applicant response to any recommendations detailed in the letter.
5. The Site Improvement Performance Agreement shall be executed.

BE IT FURTHER RESOLVED the following information shall be submitted to the City prior to issuing a building permit:

1. Certified Compaction Testing as required by Building Department.
2. Sheet A101, Floor Plan and Sheet A302:
 - a. Staff will determine building and unit addresses. Addresses on the plan sheets will then need to be revised accordingly.
3. Recorded copies
 - a. Parking Deferment Agreement
 - b. Declaration for Maintenance of Stormwater Facilities
 - c. Permanent Drainage and Utility Easement

Adopted by the City Council of the City of Lino Lakes this 22nd day of April, 2024.

Rob Rafferty, Mayor

ATTEST:

Hannah Lynch, City Clerk

**CITY OF LINO LAKES
RESOLUTION NO. 24-35**

**RESOLUTION APPROVING 440 PARK COURT
PARKING DEFERMENT AGREEMENT**

WHEREAS, the City Council approved a conditional use permit for 440 Park Court with Resolution No. 24-34 on April 22, 2024; and

WHEREAS, the legal description of the property is Lot 4, Block 1, Marshan Lake Industrial Park; and

WHEREAS, 440 Park Court requested a reduction in the number of required parking spaces pursuant to the parking deferment provisions of City Code Section 1007.052(7); and

WHEREAS, the City agrees to reduce the number of required stalls provided all requirements of City Code Section 1007.052(7) remain satisfied.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Lino Lakes, Minnesota that the Parking Deferment Agreement between Lariat Companies, Inc. is approved and the Mayor and City Clerk are authorized to execute such agreement on behalf of the City.

Adopted by the City Council of the City of Lino Lakes this 22nd day of April, 2024.

Rob Rafferty, Mayor

ATTEST:

Hannah Lynch, City Clerk

PARKING DEFERMENT AGREEMENT

This Agreement is entered into by and between the City of Lino Lakes, a Minnesota municipal corporation, and Lariat Companies, Inc, a Minnesota business corporation, effective _____, 2024.

Recitals

1. Lariat Companies, Inc. is constructing a new facility (Facility) at 440 Park Court, Lino Lakes, MN 55014.
2. The legal description of the property (Property) is Lot 4, Block 1, Marshan Lake Industrial Park.
3. Lariat Companies, Inc. requested a reduction in the number of required parking spaces pursuant to the parking deferment provisions of City Code Section 1007.052(7).
4. The City agrees to reduce the number of required spaces provided all requirements of City Code Section 1007.052(7) are, and remain, satisfied.

Agreement

1. The City agrees to defer the parking space requirements set forth in City Code Section 1007.052 for the Property subject to the following conditions:
 - a. Lariat Companies, Inc. shall install a minimum of 31 improved parking spaces and shall provide for a minimum of 11 deferred parking spaces. This number shall not be decreased without written permission from the City.
 - b. On-site parking only occurs in areas designed and constructed for parking in accordance with the City Code.
 - c. Additional parking shall be installed by the Property owner if the City Community Development Director finds that such additional spaces are necessary to accommodate the use of the Facility. Any additional spaces shall be constructed in accordance with the ordinance requirements existing as of the date of this Agreement.
 - d. Any change in the use of the Property requires compliance with the then-current Zoning Code standards for parking.
2. Lariat Companies, Inc., its employees, successors and assigns, agrees to adhere to these conditions in consideration for receipt of the parking deferral.
3. This Agreement may only be modified in a writing signed by both parties.

CITY OF LINO LAKES

By _____
Mayor

ATTEST

By _____
City Clerk

STATE OF MINNESOTA)
) SS
COUNTY OF ANOKA)

This instrument was acknowledged before me on _____ day of _____, 2024,
by Rob Rafferty as Mayor of the City of Lino Lakes on behalf of said City.

Notary Public

STATE OF MINNESOTA)
) SS
COUNTY OF ANOKA)

This instrument was acknowledged before me on _____ day of _____, 2024
by Hannah Lynch as City Clerk of the City of Lino Lakes on behalf of said City.

Notary Public

STATE OF MINNESOTA)
) SS
COUNTY OF _____)

DEVELOPER

By _____
Edward F. Flaherty

Its _____
Chief Executive Officer

On this _____ day of _____, 2024, before me, a Notary Public within and for said County, personally appeared _____ of _____ (Developer), who executed the foregoing instrument.

Notary Public

This instrument drafted by:

City of Lino Lakes
600 Town Center Parkway
Lino Lakes, MN 55014

**CITY OF LINO LAKES
RESOLUTION NO. 24-36**

**RESOLUTION APPROVING 440 PARK COURT
SITE IMPROVEMENT PERFORMANCE AGREEMENT**

WHEREAS, the City has completed review of the site and building plans for 440 Park Court; and

WHEREAS, the legal description of the property is Lot 4, Block 1, Marshan Lake Industrial Park; and

WHEREAS, City Code Section 1007.020(6) requires the execution of a site improvement performance agreement prior to issuance of a building permit.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Lino Lakes, Minnesota that the Site Improvement Performance Agreement between the City of Lino Lakes and Lariat Companies, Inc. is approved and the Mayor and City Clerk are authorized to execute such agreement on behalf of the City.

Adopted by the Council of the City of Lino Lakes this 22nd day of April, 2024.

Rob Rafferty, Mayor

ATTEST:

Hannah Lynch, City Clerk

**CITY OF LINO LAKES, MINNESOTA
SITE IMPROVEMENT PERFORMANCE AGREEMENT**

THIS AGREEMENT made this _____ day of _____, 2024, is by and between the **City of Lino Lakes**, a municipal corporation organized under the laws of the State of Minnesota, and **Lariat Companies, Inc.**, (“Developer”).

WHEREAS, the Developer has received approval of Site Development Plans, hereinafter called the "Plans", by the City of Lino Lakes on the 22nd day of April, 2024, and in accordance with the Plans all of which are made a part hereof by reference. In consideration of such approval, the Developer, its successors and assigns, does covenant and agree to perform the work as set forth in the Plans, in the aforesaid approval, and as hereinafter set forth upon the real estate (hereinafter referred to as "Property") described as follows:

LOT 4 BLOCK 1 MARSHAN LAKE INDUSTRIAL PARK, SUBJ TO EASE OF REC

NOW, THEREFORE, in consideration of the mutual promises of the parties made herein,

IT IS AGREED BY AND BETWEEN THE PARTIES HERETO:

I. DESIGNATION OF IMPROVEMENTS.

- A. Improvements on the project site to be installed at the Developer’s expense by the Developer as hereinafter provided are hereinafter referred to as “On-site Work”.
- B. Improvements off the project site to be installed at the Developer’s expense, if any, by the Developer as hereinafter provided are hereinafter referred to as “Off-Site Work”.
- C. The Developer shall be credited for the sanitary sewer trunk oversizing. The Developer will be reimbursed by the City upon completion of the trunk sewer installation, the City’s inspection and approval of the work, and submittal of evidence, acceptable to the City, that the Developer has paid contractors for the trunk line work.
- D. Developer shall enter into a Declaration for Maintenance of Stormwater Facilities.

II. ON-SITE WORK.

- A. On-Site Work. The On-site Work shall consist of the improvements described in the approved Plans, to include any approved subsequent amendments, and shall be in compliance with all applicable statutes, codes and ordinances of the City. The Work includes all on-site exterior

amenities as shown on the approved Plans and as required by the plan approval, such as, but not limited to: landscaping, private driveways, parking areas, sanitary sewer extension, water system extension, storm drainage systems, curbing, lighting, fencing, fire lanes, sidewalks, exterior building architectural design and building elements, site grading and erosion control measures.

Such improvements shall be completed in accordance with Section IV herein.

- B. Cost Estimates. The Developer shall provide the City with a written estimate of all applicable costs of the On-Site Work, itemized by type; the estimates shall be based upon the actual estimates provided by the contractors who are to do the Work. Said cost estimates shall be reviewed by the City, and the City shall establish the actual amount of the financial guarantee. The description and estimated cost of Developer's On-site Work are as follows:

	Description of Improvements	Estimated Costs
1.	Lighting	\$ 33,456.00
2.	Fences / Screen Structures	\$ 30,000.00
3.	Trash Disposal Structures	\$ 0.00
4.	Curbing / Islands / Delineators	\$ 17,800.00
5.	Storm Drainage Systems / Sewers / Catch Basins / Culverts / Swales	\$ 44,500.00
6.	Public Trails and / or Sidewalk	\$ 0.00
7.	Private Trails and / or Sidewalk	\$ 0.00
8.	Driveway / Curb cut / Parking Lot / Fire Lane	\$ 75,000.00
9.	Water mains / Hydrants / Sanitary Sewers	\$ 146,000.00
10.	Landscaping	\$ 25,000.00
11.	Site Grading	\$ 140,000.00
12.	Erosion Control	\$ 6,000.00
	Total Estimated Cost of Developer Improvements	\$ 517,756.00
	Security Requirement (Total * 35%)	\$ 181,215.00

III. DEVELOPER FEES

A. Trunk Sanitary Sewer Connection Fees

The City established trunk utility connection fees to uniformly distribute the costs of public trunk sanitary sewer infrastructure. The Trunk Utility

Connection Fee consists of two components; a Trunk Charge and an Availability Charge.

Trunk Charge

The trunk charge shall be paid at the time of subdivision approval or at the time of hook-up, whichever is first. The Sanitary Sewer Trunk Charge is \$1,737.00 per unit. Commercial/Industrial/Institutional (CII) trunk charges are based on a factor of 2.92 units per acre.

Availability Charge

For residential properties, the availability charge shall be paid at the time of subdivision approval or at the time of hook-up, whichever is first. Commercial/Industrial/Institutional availability charges shall be paid at the time of building permit. Fees are based on the number of sanitary access charge (SAC) units assigned by Metropolitan Council Environmental Services (MCES).

City Sewer (CSAC)	\$1,626.00 Per SAC Unit
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Trunk sewer unit charges addressed under this paragraph are in addition to any SAC charges imposed by Metropolitan Council Environmental Services.

B. Trunk Water Connection Fees

The City established trunk utility connection fees to uniformly distribute the costs of public trunk water infrastructure. The Trunk Utility Connection Fee consists of two components; a Trunk Charge and an Availability Charge.

Trunk Charge

The trunk charge shall be paid at the time of subdivision approval or at the time of hook-up, whichever is first. The Water Trunk Charge is \$2,496.00 per unit. Commercial/Industrial/Institutional (CII) trunk charges are based on a factor of 2.92 units per acre.

Availability Charge

For residential properties, the availability charge shall be paid at the time of subdivision approval or at the time of hook-up, whichever is first. Commercial/Industrial/Institutional availability charges shall be paid at the time of building permit. Fees are based on the number of sanitary access charge (SAC) units assigned by Metropolitan Council Environmental

Services (MCES).

City Water (CWAC)

\$1,570.00 Per SAC Unit

C. Surface Water Management Area Charges

The City established a trunk area charge to uniformly distribute the costs of public trunk surface water infrastructure and water quality improvements. The Surface Water Management Charge shall be based on developable acreage.

		Acre	Fee
1.	Sanitary Sewer Trunk Unit Fee (\$1,737/unit; 2.92 units/Acre)		Paid
2.	City Sewer Availability Fee (\$1,626/SAC Unit)		Due w/ Building Permit
3.	Water Trunk Unit Fee (\$2,496/unit; 2.92 units/Acre)		Paid
4.	City Water Availability Fee (\$1,570/SAC Unit)		Due w/ Building Permit
5.	City Surface Water Management Fee (/Acre)		Paid
	Total Estimated (Budget) Developer Fees		\$0.00

- D. Metropolitan Council Environmental Services (MCES) Sewer Availability Charges (SAC) are in addition to the fees referenced above and shall be determined by MCES, and shall be paid with the Building Permit.

IV. RECORD DRAWINGS

- A. Upon project completion, Developer shall submit record drawings, in electronic format, of all public and private infrastructure improvements, including grading, sanitary sewer, water main, storm sewer facilities, and roads, constructed by Developer. The as-built survey must include, but is not limited to, proposed and final contours with adequate elevation shots to show conformance, property irons (to be exposed in field), low floor and low opening elevations, and the 100-Year High Water Level (HWL) of all ponds, lakes, and wetland areas. The files shall be drawn in Anoka County NAD 83 Coordinate system and provided in both AutoCAD .dwg and Adobe .pdf file formats. The plans shall include accurate locations, dimensions, elevations, grades, slopes and all other pertinent information concerning the complete work. The Developer shall also submit certified compaction testing results for the site grading operations.
- B. A summary of the record plan attribute data for the storm sewer, water main, and sanitary sewer structures and pipes shall be submitted in the form of an Excel Spreadsheet as provided by the City Engineer.

- C. No securities will be fully released until all record drawings have been submitted and accepted by the City Engineer.

V. COMPLETION DATE.

If the activities authorized by site and building plan approval are not initiated within twelve (12) months from the final execution of this agreement, then Developer will need to start the site and building plan approval process from the beginning.

VI. GUARANTEE.

- A. The Developer will fully and faithfully comply with all terms and conditions of any and all contracts entered into by the Developer. Concurrently with the execution hereof by the Developer, the Developer will furnish to, and at all times thereafter maintain with the City, a cash deposit, certified check, or Irrevocable Letter of Credit, based on thirty-five (35%) percent of the total estimated cost of Developer's On-site Work. An Irrevocable Letter of Credit shall be for the exclusive use and benefit of the City of Lino Lakes and shall state thereon that the same is issued to guarantee and assure performance by the Developer of all the terms and conditions of this Development Contract, construction of all required improvements in accordance with the ordinances and specifications of the City and guarantees the workmanship and materials for the landscape improvements for a period of one year following the City's acceptance of the landscape improvements. The City reserves the right to draw, in whole or in part, on any portion of the Irrevocable Letter of Credit for the purpose of guaranteeing the terms and conditions of this contract, if Developer has been found to be in default of this agreement and only after providing Developer with written notice and opportunity to cure any default. The Irrevocable Letter of Credit shall be automatically extended for additional periods of one year from present or future expiration dates unless sixty (60) days prior to such the City Clerk or Administrator is notified in writing by certified mail or overnight mail that the Letter of Credit will not be renewed.
- B. Upon written request, The City will grant a reduction of the Letter of Credit, or cash deposit based on prepayment or the value of the completed improvements at the time of the requested reduction. The Developer may make such requests three times throughout the life of this agreement, with the third and/or final request being at the completion of the project. The City will respond to such request within 30 days time. Prior to the final acceptance of the Developer's Improvements the City shall require a Letter of Credit or Cash Escrow to cover the warranty provisions of the agreement. The amount shall be agreed to by the City Engineer and Developer and Developer may use the Letter of Credit discussed in Section V.A above.

VII. REIMBURSEMENT OF COSTS.

- A. The Developer agrees to establish a non-interest bearing escrow account with the City in an amount established by the City Engineer or his designee for the payment of all City fees and costs incurred by the City related to the On-site Work, including, but not limited to, the following:

1.	Site Plan Review Fee	\$3,500.00
2.	Administration (Legal, Engineering, Planning and Contract Administration)	\$18,800.00
3.	Negative Short Term Escrow Balance	\$112.41
	Total Estimated (Budget) Costs for Escrow Account	\$22,412.41

- B. If it appears that the actual costs incurred will exceed the estimate or that the actual costs incurred will be less than the estimate, then Developer and City shall review the costs required to complete the project. In such case, if the actual costs exceed the estimate, then Developer shall promptly pay the additional sums to the City to pay for the agreed upon increase. However, in such case where the actual costs are less than the estimate, the City shall promptly reimburse to Developer any amounts overpaid by the Developer. The Developer may request a statement of the account each month for review.
- C. Intentionally Deleted.

VIII. REMEDIES FOR BREACH

- A. The City shall give prior written notice to the Developer of any default hereunder before proceeding to enforce such financial guarantee or before the City undertakes any work for which the City will be reimbursed through the financial guarantee. If within twenty (20) days after receipt of such written notice to it, the Developer has not notified the City by stating in writing the manner in which the default will be cured and the time within which such default will be cured, the City will proceed with the remedy it deems reasonably appropriate.
- B. At any time after the completion date and any extensions thereof, if any of the work is deemed incomplete, the City may proceed in any one or more of the following ways to enforce the undertakings herein set forth, and to collect any and all expenses reasonably incurred by the City in connection therewith, including, but not limited to, engineering, legal, planning and litigation costs and expense. The enumeration of the remedies hereunder shall be in addition to any other remedies available to the City.

1. Specific Performance. The City may in writing direct the surety or the Developer to cause the Work to be undertaken and completed within a specified reasonable time. If the Developer fails to cause the Work to be done and completed in a manner and time reasonably acceptable to the City, the City may proceed to bring an action for specific performance to require work to be undertaken.
2. Completion by the City. The City, after written notice, may enter the premises and proceed to have the Work done either by contract, by day labor or by regular City forces. The Developer may not question the manner of doing such work or the letting of any such contracts for the doing of any such work; provided that all such work is performed in a reasonable manner, the costs are reasonable and the work is completed in a good and workman-like manner and in accordance with the approved plans and specifications. Upon completion of such work, the Developer shall promptly pay the City the full cost thereof as aforesaid.
3. Deposit of Financial Guarantee. In the event the financial guarantee has been submitted in the form of a Letter of Credit, the City may draw on the Letter of Credit the sum equal to the reasonably estimated cost of completing the Work, plus the City's reasonably estimated expenses as defined herein, including any other reasonable costs, expenses, and damages for which the surety may be liable hereunder, but not exceeding the amount set forth on the Letter of Credit. The money shall be deemed to be held by the City for the purpose of reimbursing the City for any reasonable costs incurred in completing the Work as hereinafter specified. Any funds remaining after completion of the project shall be promptly returned to the Developer.

IX. OCCUPATION OF PREMISES

The Developer agrees that it will not cause to be occupied any portion of the building or improvements to be constructed upon the premises until completion of the building and site improvements as more fully described in the approved plans and following issuance of a Certificate of Occupancy.

X. INSURANCE

Developer or its general contractor shall take out and maintain until one year after the City accepted the Developer Improvements, public liability and property damage insurance covering personal injury, including death, and claims for property damage which may arise out of the Developer's or general contractor's work, as the case may be, or the work of its subcontractors or by one directly or indirectly employed by any of them. Limits for bodily injury and death shall be

not less than Five Hundred Thousand and no/100 (\$500,000.00) Dollars for one person and One Million and no/100 (\$1,000,000.00) Dollars for each occurrence; limits for property damage shall be not less than One Million and no/100 (\$1,000,000.00) Dollars for each occurrence; or a combination single limit policy of Two Million and no/100 (\$2,000,000.00) Dollars or more. The City, its employees, its agents and assigns shall be named as an additional insured on the policy, and the Developer or its general contractor shall file with the City a certificate evidencing coverage prior to the City signing the plat. The certificate shall provide that the City must be given ten days advance written notice of the cancellation of the insurance. The certificate may not contain any disclaimer for failure to give the required notice.

XI. REIMBURSEMENT FOR LITIGATION EXPENSES

The City and Developer agree that the prevailing party in any litigation pertaining to the enforcement of this Agreement shall be entitled to reimbursement from the non-prevailing party for all reasonable costs incurred by said prevailing party including court costs and reasonable engineering and attorneys' fees.

XII. VALIDITY

If a portion, section, subsection, sentence, clause, paragraph or phrase in this Agreement is for any reason held to be invalid by a court of competent jurisdiction, such decision shall not affect or void any of the other provisions of the Site Improvement Performance Agreement.

XIII. GENERAL

- A. Binding Effect. The terms and provisions hereof shall be binding upon and inure to the benefit of the heirs, representatives, successors and assigns of the parties hereto and shall be binding upon all future owners of all or any part of the Property and shall be deemed covenants running with the land.
- B. Notices. Whenever in this Agreement it shall be required or permitted that notice or demand be given or served by either party to this Agreement to or on the other party, such notice or demand shall be delivered personally or (i) mailed by United States mail by certified mail (return receipt requested) or (ii) sent by nationally recognized overnight carrier to the addresses hereinbefore set forth on Page 1. Such notice or demand shall be deemed timely given when delivered personally or when deposited in the mail or the overnight carrier in accordance with the above. The addresses of the parties hereto are as set forth on Page 1 until changed by notices given as above.

- C. Incorporation by Reference. All plans, special provisions, proposals, specifications and contracts for the improvements furnished and let pursuant to this Agreement shall be and hereby are made a part of this Agreement by reference as fully as if set out herein in full.
- D. Hours of Construction Activity. Construction activity shall be limited to the hours set out as follows:

Monday through Friday	7:00 a.m. to 7:00 p.m.
Saturday	9:00 a.m. to 5:00 p.m.
Sunday and Holidays	No working hours allowed

XIV. VIOLATIONS/BUILDING PERMITS

In the event that Developer violates any of the covenants and agreements contained in this Site Improvement Performance Agreement and to be performed by the Developer, the City, at its option, and after providing written notice and opportunity to cure to Developer in addition to the rights and remedies as set out hereunder may refuse to issue building permits to any property within the development and/or stop building construction within the development until such time as such default has been corrected to the satisfaction of the City.

CITY OF LINO LAKES

By _____
Mayor

ATTEST:

By _____
City Clerk

STATE OF MINNESOTA)
) SS
COUNTY OF ANOKA)

This instrument was acknowledged before me on _____ day of _____, 2024, by Rob Rafferty as Mayor of the City of Lino Lakes on behalf of said City.

Notary Public

STATE OF MINNESOTA)
) SS
COUNTY OF ANOKA)

This instrument was acknowledged before me on _____ day of _____, 2024 by Hannah Lynch as City Clerk of the City of Lino Lakes on behalf of said City.

Notary Public

DEVELOPER

By _____
 Lariat Companies, Inc.

STATE OF MINNESOTA)
) ss.
 COUNTY OF ANOKA)

On this _____ day of _____, 2024, before me, a Notary Public
 within and for said County, personally appeared, _____,
 who executed the foregoing instrument.

 Notary Public

This instrument was drafted by:

City of Lino Lakes
 600 Town Center Parkway
 Lino Lakes, Minnesota 55014

440 Park Court (Lino Lakes Tech Center & Storage Facility)

City Council Meeting
April 22, 2024



Land Use Application

- Applicant: Lariat Companies Inc
- 36,000 sf multi-tenant industrial and indoor self-storage building
- Land Use Application
 - Conditional Use Permit for two (2) or more principal buildings
 - Site and Building Plan Review
- Previous Review-Concept Plan
 - July 12, 2023: Planning & Zoning Board
 - August 7, 2023 and December 4, 2024: Work Session

History

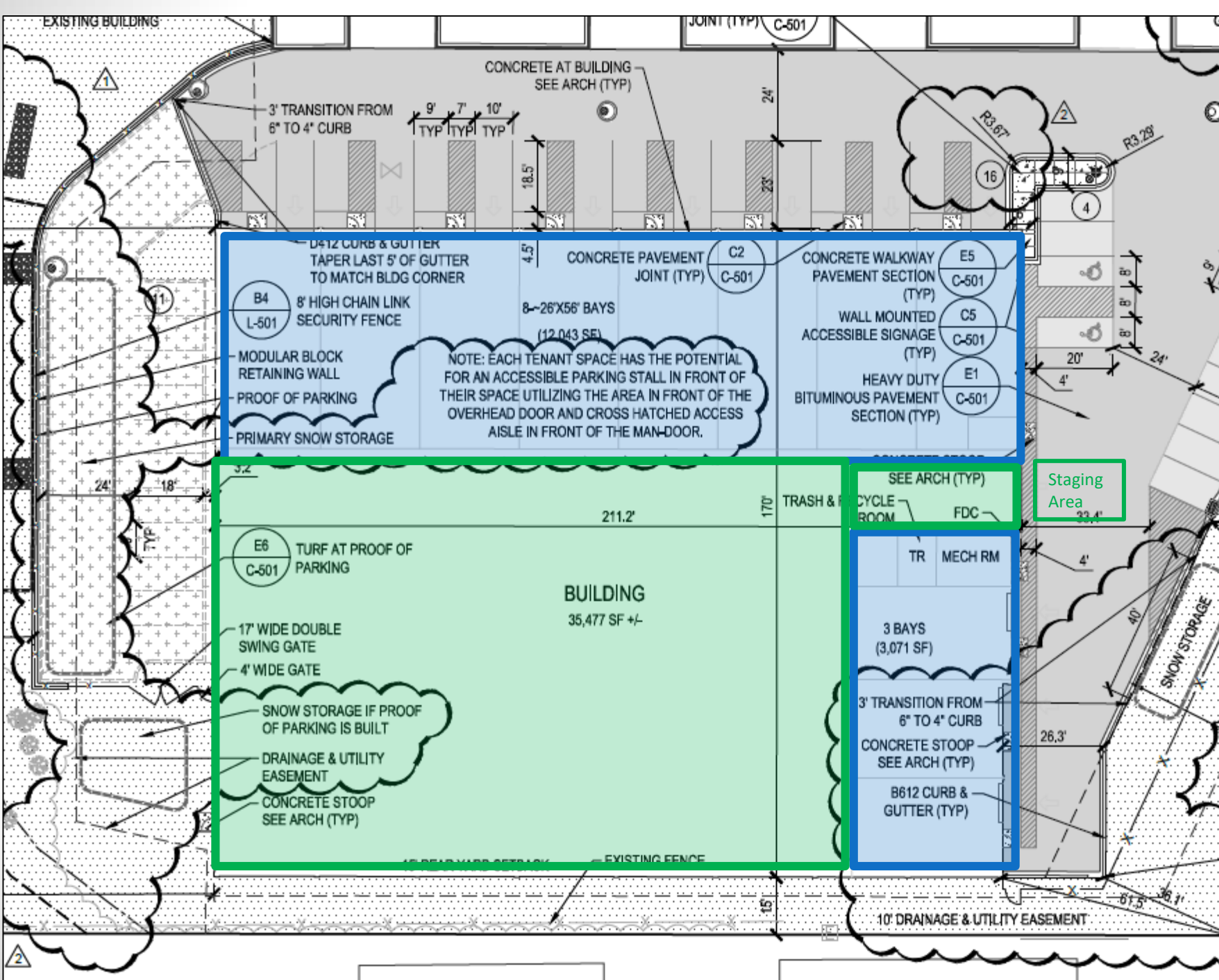
- September 10, 2018: CUP for mini self-storage facility approved
- Phase I (north): mini self-storage facility
- Phase II (south): potential future mini self-storage facility
- January 2023:
 - New zoning ordinance adopted
 - Mini self-storage no longer allowed in LI
 - Indoor self-storage facility is allowed
- Total site = 5.74 acres Phase II = 2.5 acres
- Zoning = LI, Light Industrial
 - Construction related business and indoor self-storage are permitted uses
 - Only LI permitted uses allowed in units/bays.
 - No CUP uses e.g. auto repair, outdoor storage

- Access to Phase II through the Phase I mini self-storage private driveways.
- No access Lake Dr. allowed.
- Setbacks are met
 - Lake Dr = 50ft
 - Park Ct = 30ft
- 40 parking stalls required
 - 31 parking spaces +
 - 11 proof of parking provided
- Stormwater Management
 - New infiltration basin
- 12" watermain exists Park Ct
- 8" sanitary sewer installed Lake Dr
- Impervious Surface:
- 3.39ac proposed < 3.98 ac allowed



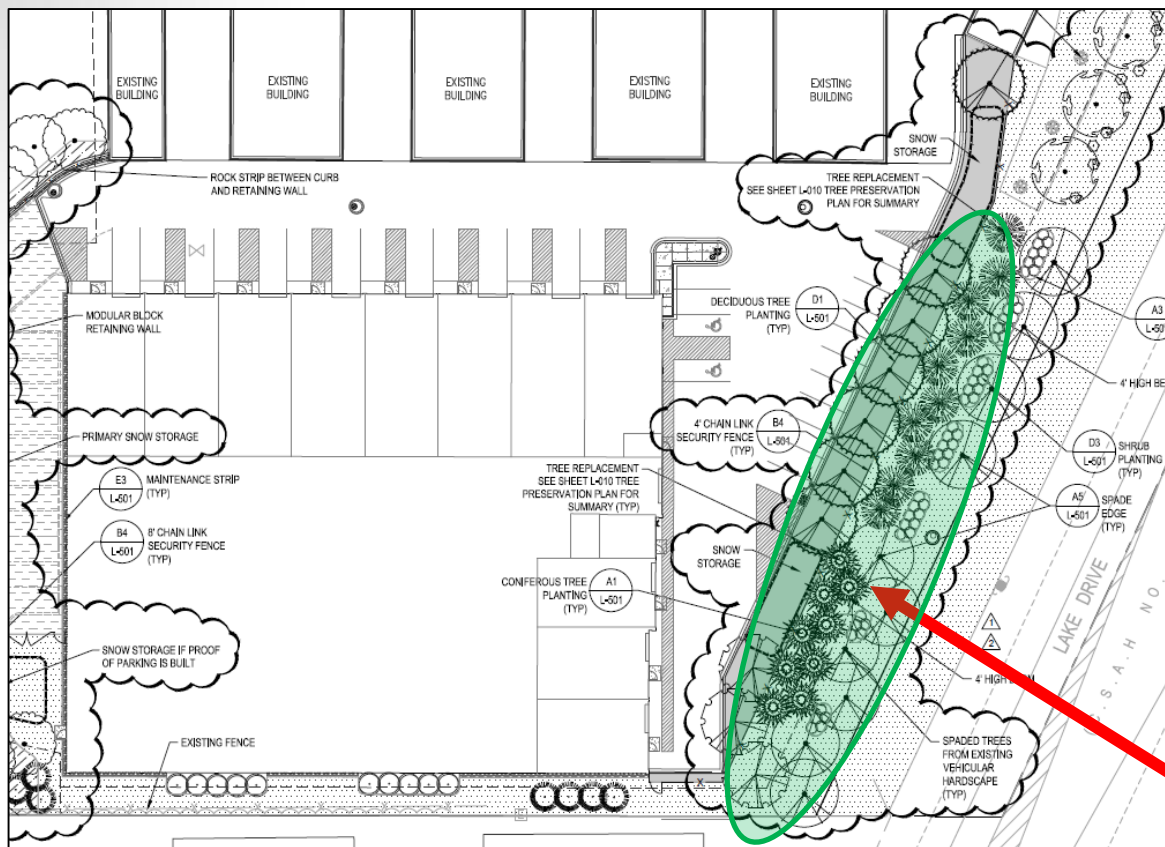
Site & Building Plan Review

- Total building is 36,000sf
- Multi-tenant industrial
 - 8 units on north side
 - 3 units on east side
- Indoor Self Storage (19,997sf)
- Trash and mechanical inside
- Trip generation statement:
 - 165 daily trips
 - CSAH 23 = A-Minor Arterial
- Performance Standards Met except for ADA routes required to all units
 - Cannot be behind parking spaces
 - Parked vehicles cannot block



Landscaping and Lake Drive Screen

- 4ft berm
- Landscaping
- 4ft high chain link fence similar to that along Park Court
- Tree Preservation, Mitigation, Open Area, Buffer & Screen Standards, Foundation Plantings, and Canopy Cover requirements have been met.
- Required to re-establish existing berm landscaping



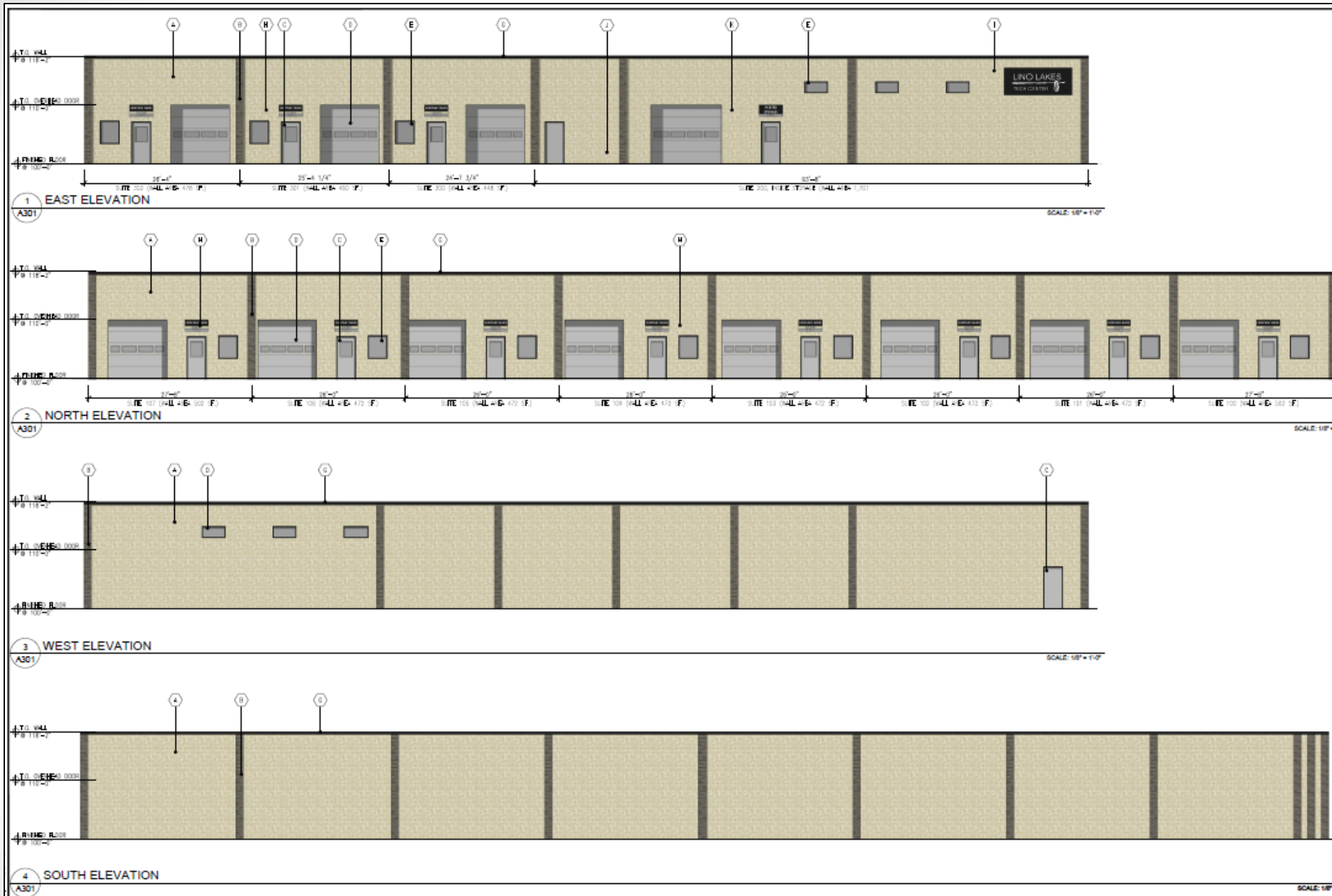
VIEW FROM S.E. & LAKE DRIVE OF RENDERED BUILDING

SITE IMAGES

NO SCALE

Architectural Plans

- Smooth integral colored CMU (cream)
- Smooth colored accent concrete brick flint (slate)
- Hollow metal doors (black frames)
- Prefinished overhead doors.
- Each unit has a window.
- Height: 18'2" < 45'
- Restrooms = Yes
- Rooftop Mechanical shall be screened.

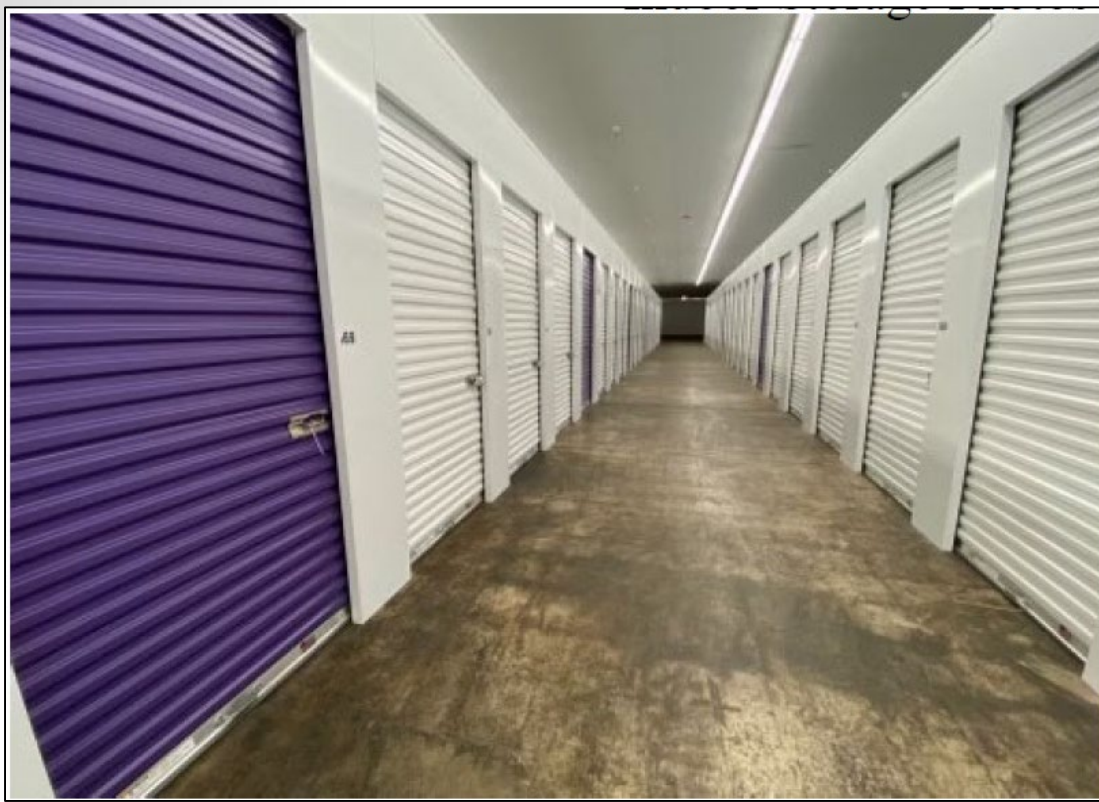


Smoothface CMU vs Splitface CMU



Indoor Storage Photos

- Storage Unit Sizes:
 - 5'x10', 10'x10', 10'x20'



Planning & Zoning Board

- March 13, 2024: P&Z held public hearing.
- There were no public comments.
- P&Z recommended approval with 6-0 vote.
- Added condition that existing berm be re-established

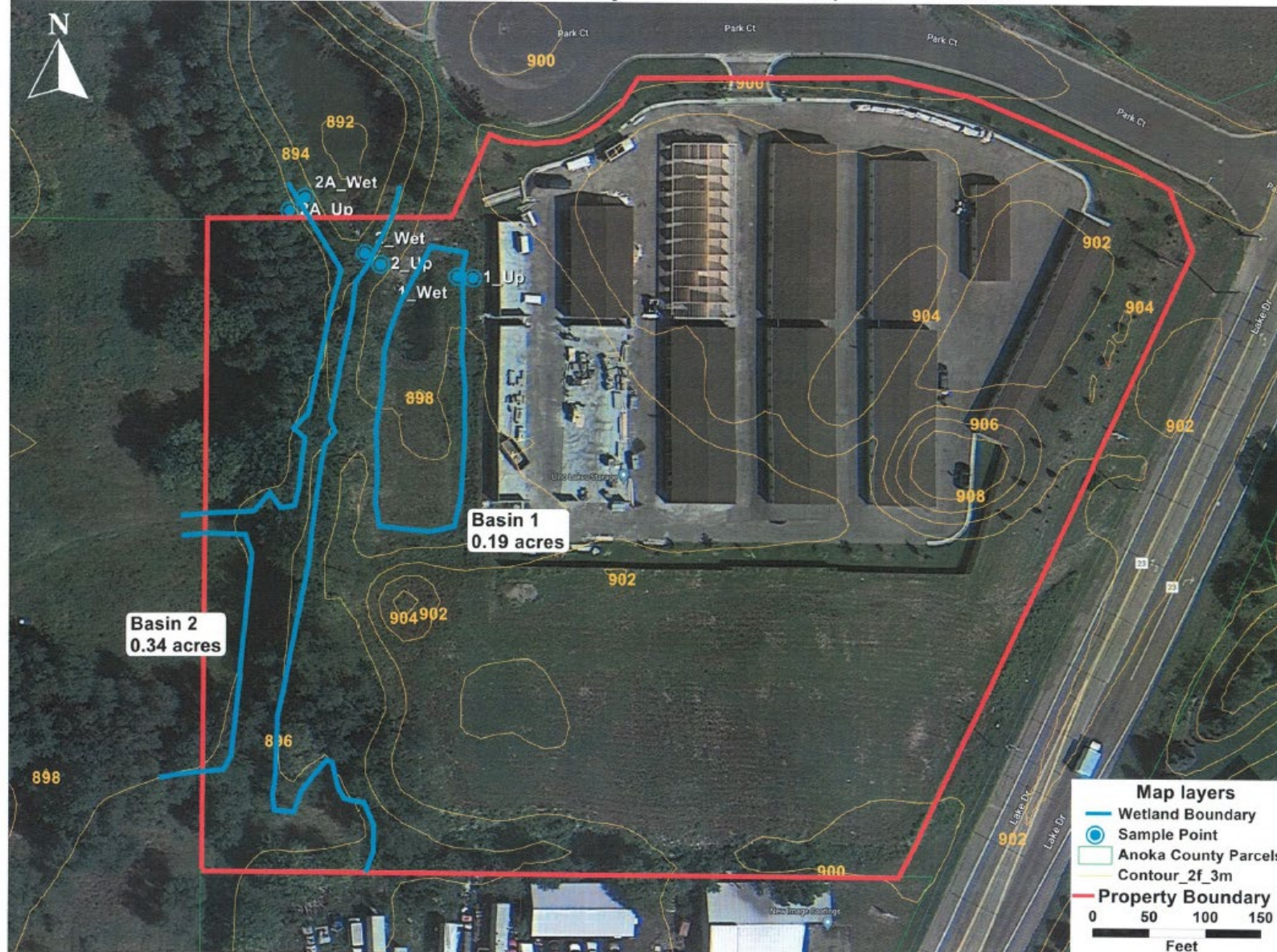
Council Action

- Resolution No. 24-34 details Findings of Fact
- Consider Resolution No. 24-34 Approving Conditional Use Permit for Two (2) or More Principal Buildings
- Consider Resolution No. 24-35 Approving Parking Deferment Agreement
- Consider Resolution No. 24-36 Approving Site Improvement Performance Agreement

Unused slides

Wetland

Figure 5 Delineation Map - 440 Park Ct, Lino Lakes



- May 2023: Wetland Delineation Report completed by Jacobson Environmental
- Wetland boundaries have changed since first August 2017 delineation
- RCWD has not issued a formal Notice of Decision (NOD)
- There appear to be no wetland impacts proposed with the Phase II industrial building.
- RCWD NOD is required prior to City Council action

Comprehensive Plan

- Resource Management System
- Land Use Plan
- Housing Plan
- Transportation Plan
- Sanitary Sewer and Water Supply Plan

Findings of Fact-CUP Administrative

1. The proposed development application has been found to be **consistent** with the **design standards** listed in City Code Section 1007.020(4).

- Consistent with Comprehensive Plan
- Compatible with present and future land uses
- Conforms to performance standards
- Traffic
- Adequate and safe water supply
- Adequate and safe sanitary sewer supply
- No expenditure of City funds
- No activity involving the handling or storage of flammable or explosive materials

Findings of Fact-CUP Administrative

2. Will **not involve uses**, activities, processes, materials, equipment and conditions of operation that will be **detrimental** to any **persons, property, or the general welfare** because of excessive production of traffic, noise, smoke, fumes, glare, or odors.
- The proposed multi-tenant industrial and indoor self-storage building will not involve activities detrimental to any person, property, or the general welfare.

Findings of Fact-CUP Administrative

3. Will **not result** in the **destruction**, loss, or damage of a **natural, scenic or historic feature** of major importance.
- The proposed multi-tenant industrial and indoor self-storage building will not result in the destruction of a natural, scenic, or historic feature of major importance.

Findings of Fact - CUP 2 Principal Buildings

City Code Section 1007.120(9) must also be met:

(g) **Two (2) or more principal buildings** on same lot provided such buildings relate to a permitted or conditional use that is **operated as a single business or enterprise.**

- The Phase I-Lino Lake Storage mini self-storage facility and Phase II multi-tenant industrial and indoor self-storage building shall be operated as a single business or enterprise.

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

STAFF ORIGINATOR: Katie Larsen, City Planner

MEETING DATE: April 22, 2024

TOPIC: Jansen Addition
 i. Consider Resolution No. 24-40 Approving Final Plat
 ii. Consider Resolution No. 24-41 Approving Development Agreement

VOTE REQUIRED: Simple Majority

INTRODUCTION

Staff is requesting Council consideration of the above noted items.

Complete Application Date:	March 5, 2024
60-Day Review Deadline:	May 4, 2024
120-Day Review Deadline:	July 3, 2024
Environmental Board Meeting:	N/A
Park Board Meeting:	N/A
Planning & Zoning Board Meeting:	April 10, 2024
City Council Work Session:	April 22, 2024
City Council Meeting:	April 22, 2024

The applicant, Boulder Contracting Inc, is proposing to subdivide the existing parcel located at 523 Lois Lane into three (3) single family lots for the purpose of constructing two (2) new single family homes. The lot is 1.11 gross acres (48,510 sf).

The Land Use Application is for the following:

- Final Plat
 - 3 lots

This staff report provides updates to the February 12, 2024 Council staff report related to the preliminary plat. Changes are either narratively described or shown as ~~striketrough~~ (deletions) or underline (additions).

This staff report is based on the following information:

- Certificate of Survey and Resource Inventory Map prepared by EG Rud & Sons, Inc. dated ~~December 7, 2023~~ February 14, 2024
- Landscape Plan prepared by Plowe Engineering dated ~~December 7, 2023~~ February 27, 2024
- Preliminary Plat prepared by EG Rud & Sons, Inc. dated ~~December 7, 2023~~ February 14, 2024
- Tree Inventory/Removals prepared by EG Rud & Sons, Inc. dated ~~December 7, 2023~~ February 14, 2024
- Civil Plan Set prepared by Plowe Engineering dated ~~December 7, 2023~~ February 29, 2024
- Soil Boring Data prepared by ITCO Allied Engineering Company dated December 18, 2023
- Site Drainage Narrative and Calculations prepared by Plowe Engineering, Inc. dated ~~December 7, 2023~~ February 29, 2024

Previous Council Actions:

- February 12, 2024: Resolution No. 24-11 approving Preliminary Plat

BACKGROUND

Existing Site Conditions

The residential lot contains an existing house, attached garage, deck, fence, and detached shed. The house was built in 1982. The Certificate of Survey indicates Zimmerman Fine Sand and Soderville Fine Sand. Groundwater was encountered at approximately 7.5 to 9 feet.

Zoning

Current Zoning	R-1, Single Family Residential
Current Land Use	Rural Residential
2040 Comp Plan Land Use	Low Density Sewered Residential
Utility Staging Area	1A=2018-2025

Surrounding Zoning and Land Use

Direction	Zoning	Current Land Use	Future Land Use
North	R-1	Single Family Residential	Low Density Sewered Residential

South	R-1	Rural Residential	Low Density Sewered Residential
East	R-1	Single Family Residential	Low Density Sewered Residential
West	R-1	Rural Residential	Low Density Sewered Residential

Density and Land Area Calculations

The following chart implements Met Council's formula for calculating net density.

Gross Area (acres)	1.11
Wetlands & Water Bodies	0.00
Public Parks & Open Space	0.00
Arterial ROW	0.00
Other (Utility Transmission Easement)	0.00
Other (Wetland Buffer Area)	0.00
Net Area (acres)	1.11
# of Units	3
Gross Density (units/acre)	2.70
Net Density (units/acre)	2.70

The parcel is guided low density residential development and allows for 1.6 to 3.0 units per net acre. The proposed net density of 2.70 units per acre is consistent with the Comprehensive Plan.

Zoning Requirements

The parcel is zoned R-1, Single Family Residential. Lot 2 will contain the existing single family house. Lots 1 and 3 are being created for the purpose of constructing two (2) single family homes.

	R-1 Requirements	Lot 1 (Proposed House)	Lot 2 (Existing House)	Lot 3 (Proposed House)
Min. Lot Size	10,800 sf	10,867 sf	19,425 sf 11,407 sf	12,075 sf ^a
Min. Lot Width				
--Corner Lot	100 ft	NA	NA	NA
--Interior Lot	80 ft	80.5 ft	84.5 ft	80.0 ft
Min. Lot Depth	135 ft	135.0 ft	135.0 ft	154 ft
Building Setback (ft)				
-From Streets Lois Lane and Arlo Lane (Both Minor Collector)	30 ft	40.0 ft	40.0 ft	40.0 ft
-Rear Yard				
--Principal	30 ft	30.0 ft	70 ft	30.0 ft
-Accessory	5 ft	Future	50 ft (deck)	Future
-Side Yard				
--Principal	10 ft	10 ft	11.6 ft	10.0 ft
--Accessory	5 ft	10 ft	10.6 ft	10.0 ft
Impervious Surface	65%	TBD w/ building permit	21.3%	TBD w/ building permit

^a Lot Size = Gross Area – Oversized Easements = Net Area (23,835 sf – 11,760sf = 12,075 sf)

The proposed lots meet zoning requirements.

Building Requirements

At the time of building permit, the single family houses proposed on Lots 1 and 3 will be reviewed for compliance regarding impervious surface, building footprint area, garage size, and design and construction standards.

Subdivision Ordinance

The legal description of the parcel is Lot 2, Block 1, Mar Don Acres and was platted in 1978. Similar residential subdivisions of Mar Don Acres lots have been approved in previous years (Cavegn Estates-2006, Hailey Manor-2007, Isabell Estates-2014 and Golden Acre-2017).

Conformity with the Comprehensive Plan and Zoning Code

The preliminary plat and final plat are consistent with the comprehensive plan for low density residential development and zoning code requirements for R-1, Single Family Residential as discussed above.

Blocks and Lots

The final plat contains Lots 1-3, Block 1, Jansen Addition. As noted above, Lot 2 contains the existing house and Lots 1 and 3 propose new single family homes.

Streets and Alleys

Lots 1 and 2 are served by Lois Lane which is a minor collector road. The existing road right-of-way width is 60 ft which is consistent with previously approved plats in the area. No additional road right-of-way is needed.

Lot 3 is served by Arlo Lane which is a minor collector road. The existing road right-of-way width is 60 ft which is consistent with previously approved plats in the area. No additional road right-of-way is needed.

Staff evaluated the need to extend the 30ft wide road right-of-way along the entire north lot line to potentially serve 511 Lois Lane and determined it wasn't feasible. An additional 30ft of road right-of-way would be needed from 7901 Henry Lane and a public street would need to be constructed to serve the potential one (1) or two (2) additional lots that could be created at 511 Lois Lane.

Easements

The Mar Don Acres final plat has existing drainage and utility easements dedicated per the plat. These easements will remain in place.

Standard drainage and utility easements at least ten (10) feet wide have been provided along all other lot lines. An oversized drainage and utility easement exists on Lot 3 in the front, side, and rear yards over the stormwater management facility.

Storm Water Management and Erosion and Sediment Control

Per the December 18, 2023 RCWD CAPROC, the project includes subdivision of an area exceeding one acre, thus triggering Rule C. The single-family residential subdivision does not create a new public road nor a private road serving three or more lots; therefore, Rules C.6 and C.7 do not apply per Rule C.12(d). An infiltration basin is proposed to meet City requirements. The applicant submitted a stormwater drainage report with the application. The proposed BMP

and associated stormwater modeling is not required by the District due to the Rule C.12(d) exception and has not been reviewed as part of this application.

Utilities

Sanitary Sewer

A 2" pressurized sanitary sewer main exists along this section of Lois Lane and laterals are stubbed to the lot line on both Lots 1 and 2. The existing house is on private septic system and shall connect to municipal sanitary sewer. The private septic system shall be removed. The new house proposed on Lot 1 will also be connected to municipal sanitary sewer.

An 8" sanitary sewer main exists along Arlo Lane and two (2) sets of laterals are stubbed to the lot line on Lot 3. The new house will be connected to municipal sanitary sewer. The other lateral shall be removed.

Watermain

An 8" watermain exists along Lois Lane and laterals are stubbed to the lot line on both Lots 1 and 2. The existing house is currently on a private well and shall connect to the municipal watermain. The private well shall be disconnected from the house. It may be used for irrigation or it shall be abandoned. The new house proposed on Lot 1 will also be connected to the municipal watermain.

An 8" watermain exists along Arlo Lane and two (2) sets of laterals are stubbed to the lot line on Lot 3. The new house will be connected to the municipal watermain. The other lateral shall be removed.

Public Land Dedication

The proposed subdivision is within the Highland Meadow Park neighborhood service area. The development is not within the greenway system. Arlo Lane is identified as a future trail corridor that is proposed to extend from Highland Meadows Park to Woodduck Trail and eventually to 4th Avenue.

The City will require cash in lieu of land dedication for the two (2) new lots. Lot 2 with the existing house will not be charged a park dedication fee.

Park Dedication Fees	
Total # of Lots =	2
x 2024 Park Dedication Fee	\$3,300
= Total Due	\$6,600

Landscape Plan

Per the December 27, 2023 Environmental Board staff report:

Boulevard Trees

Boulevard trees are required for all new residential subdivisions at a rate of one tree per lot frontage.

The existing house has trees in the right-of-way area and will not require an additional boulevard tree.

Boulevard trees are shown on the landscape plan for lots 1 and 3. The tree on Lot 1 ~~must be~~ has been moved into the right-of-way area.

Boulevard tree requirements are ~~not~~ currently met.

Tree Preservation and Mitigation Standards

The purpose of these standards is to protect valuable trees and stands of vegetation while not interfering with landowners' reasonable use and development of property. The goal is to minimize unnecessary loss of habitat, biodiversity, and forest resources and to replace removed trees in areas where tree cover is most critical.

A tree survey was performed that identified:

Total Trees	49
Total Trees Removed	24
Total Trees Preserved	25
Mitigation Trees Required	3

Of the 49 total trees in the inventory, 24 trees will be removed, 25 will be preserved.

The 25 trees planned for preservation must have Tree Protection Zones installed in accordance with the City Tree Protection Fence Detail.

23 of the tree removals are in the Basic Use Area (BUA). 8 of these are in Environmentally Sensitive Area (ESA) and will require mitigation at a rate of one tree planted for four removed. 15 of the 23 trees in the BUA are in non-ESA and will not require mitigation.

One tree planned for removal is in non-BUA and non-ESA. This tree will require mitigation at a one to one ratio.

Overall, for the 24 removals, 3 mitigation trees will be required. These trees ~~must be~~ have been added to the Landscape Plan.

Tree Preservation and Mitigation Standards have ~~not~~ been met.

Open Areas Landscape Standards

Open areas standards do not apply to single family residential lots.

Buffer and Screen Standards

The purpose of this requirement is to separate and buffer different land use types, screen roads and parking, and screen utility and loading areas. The project property and surrounding properties are zoned R1, so buffer and screen standards do not apply.

Canopy Cover

Canopy cover standards do not apply to single family residential development.

Foundation Landscaping

Foundation landscaping standards do not apply to single family residential development.

Sod and Ground Cover Standards

All areas not otherwise improved in accordance with the approved site plans shall have a minimum depth of 4 inches of topsoil and be sodded including boulevard areas. Seed may be provided in lieu of sod in certain cases, including when the area is adjacent to natural areas or wetlands.

Mn DOT seed mix (33-261) is noted in the details for the stormwater basin. The ground cover types ~~must be~~ have been added to the Landscape Plan.

Environmental Assessment Worksheet (EAW)

An Environmental Assessment Worksheet is not mandated. The three (3) unattached residential units are under the 250 unattached unit threshold required for a mandatory EAW.

Wetlands

There are no wetlands on site.

Shoreland Management Overlay

The parcel is not located within a Shoreland Management Overlay district.

Floodplain Management

There is no FEMA floodplain on site.

Impervious Surface Coverage

The maximum allowed impervious surface coverage per lot is 65%. Lot 2 (existing house) is at 21.3% and compliant. The impervious coverage for Lot 1 and 3 will be evaluated with those individual building permits and surveys.

Traffic Study

A traffic study was not required for one (1) new single family lot on the Lois Lane and one (1) single family lot on Arlo Lane. Both streets are minor collectors and have capacity for one (1) additional single family home on each street.

Title Commitment

The City Attorney reviewed the title commitment and final plat and had no concerns.

Agreements

Stormwater Maintenance Agreement

A stormwater maintenance agreement is not required since a stormwater management plan is not required per City Code Chapter 1010.

Development Agreement and Final Plat

The applicant ~~shall~~ has submitted a Land Use Application for final plat after preliminary plat approval. A Development Agreement ~~will then~~ has been prepared by the City as part of the final plat application.

Comprehensive Plan

Jansen Addition is consistent with the goals and policies of the comprehensive plan in regards to land use, housing, economic development, transportation, local water management plan, sanitary sewer, water supply and parks, greenway and trails.

Land Use Plan

Per the 2040 Comprehensive Plan, the parcel is guided low density residential development and allows for 1.6 to 3.0 units per net acre. The proposed three (3) single family and net density of 2.70 units per acre is consistent with the Comprehensive Plan.

The site is located in Planning District 2 and is guided for low density residential development. There are no specific planning recommendations for this site.

Housing Plan

A goal of the housing plan is to maintain existing housing stock to insure a high-quality environment in all residential neighborhoods. It is a policy to encourage in-fill housing where appropriate.

Jansen Addition meets the goals of the housing plan by supporting in-fill housing.

Economic Development

The three (3) lot single family residential development does not negatively impact the City's economic development plan.

Transportation Plan

A goal of the transportation plan is to ensure that streets are as safe as possible. Lois Lane and Arlo Lane are minor collector roads and they both have capacity to accommodate one (1) new single family home.

Local Water Management Plan

The purpose of the water management program is to protect, preserve, and use natural surface and groundwater storage and retention systems and prevent erosion of soil into surface water systems.

Jansen Addition protects the natural surface and groundwater storage with the construction of a stormwater management infiltration basin. Erosion and sediment control practices will also be implemented.

Sanitary Sewer Plan

The goal of the sanitary sewer plan is to maintain the city's residents and businesses with an affordable and safe sanitary sewer system.

The existing house and two (2) new houses will be municipally served by 2" pressurized system and 8" sanitary sewer main. The existing sanitary sewer system has capacity for three (3) single family houses.

Water Supply Plan

A goal of the water supply plan is to provide residents and businesses with affordable potable water that is safe and of high quality for daily consumption and fire demand.

The existing house and two (2) new houses will be municipally served by 8" watermain. The existing water supply system has capacity for three (3) single family houses.

Parks, Greenways and Trails

A goal and policy of the parks, greenways and trails plan is to continue to development and fund recreational activities in the City. The City will require cash in lieu of land dedication for the two (2) new lots.

Findings of Fact

Council Resolution No. 24-40 details the findings of fact.

RECOMMENDATION

The Planning & Zoning Board reviewed the Jansen Addition final plat on April 10, 2024 and recommended approval with a 6-0 vote.

ATTACHMENTS

1. Resolution No. 24-40
2. Final Plat
3. Resolution No. 24-41
4. Development Agreement

**CITY OF LINO LAKES
RESOLUTION NO. 24-40**

RESOLUTION APPROVING JANSEN ADDITION FINAL PLAT

WHEREAS, on March 5, 2024, the City received a land use application for Jansen Addition final plat hereafter referred to as Development; and

WHEREAS, City staff completed review of the proposed Development based on the following plans and information:

- Certificate of Survey and Resource Inventory Map prepared by EG Rud & Sons, Inc. dated February 14, 2024
- Landscape Plan prepared by Plowe Engineering dated February 27, 2024
- Preliminary Plat prepared by EG Rud & Sons, Inc. dated February 14, 2024
- Tree Inventory/Removals prepared by EG Rud & Sons, Inc. dated February 14, 2024
- Civil Plan Set prepared by Plowe Engineering dated February 29, 2024
- Soil Boring Data prepared by ITCO Allied Engineering Company dated December 18, 2023
- Site Drainage Narrative and Calculations prepared by Plowe Engineering, Inc. dated February 29, 2024; and

WHEREAS, the City Council the approved the preliminary plat with Resolution No. 24-11 on February 12, 2024; and

WHEREAS, the Planning & Zoning Board reviewed and recommended approval of the Development on April 10, 2024; and

WHEREAS, the proposed Development is not considered premature and meets the performance standards of the subdivision and zoning ordinance; and

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

FINDINGS OF FACT

1. The final plat substantially conforms to the approved preliminary plat subject to the conditions listed below.
2. The City Attorney reviewed the status of title/property ownership related to the final plat.
3. A Development Agreement has been drafted and shall be executed.
4. Conditions attached to approval of the preliminary plat have been fulfilled or secured by the Development Agreement.

5. All fees, charges and escrow related to the preliminary or final plat have been paid in full.

BE IT FURTHER RESOLVED the final plat is approved subject to the following conditions:

1. The existing house on proposed Lot 2, Block 1, Jansen Addition shall connect to municipal watermain and municipal sanitary sewer.
2. The private septic system located on proposed Lot 2, Block 1, Jansen Addition shall be removed.
3. The private well located on proposed Lot 2, Block 1, Jansen Addition shall be capped if it cannot be used for private irrigation.
4. The new houses on proposed Lots 1 and 3, Block 1, Jansen Addition shall connect to municipal watermain and municipal sanitary sewer main.

BE IT FURTHER RESOLVED the following items shall be addressed prior to releasing the final plat mylars:

1. All comments from City Engineer Memo dated April 3, 2024.
2. The existing shed shall be removed.
3. The existing fence shall be relocated onto proposed Lot 2, Block 1, Jansen Addition.
 - a. An approved zoning permit is required to relocate the existing fence.
4. Sheet S2, Preliminary Plat:
 - a. A note shall be added to the preliminary plat stating, "Lots 1-3 may have limited ability to construct accessory structures due to oversized drainage and utility easements."

BE IT FURTHER RESOLVED the following items shall be addressed prior to issuing building permits for Lot 1 or Lot 3, Block 1, Jansen Addition:

1. The existing house on proposed Lot 2, Block 1, Jansen Addition shall connect to municipal watermain and municipal sanitary sewer.
2. Proof that the private septic system on Lot 2, Block 1, Jansen Addition has been properly removed shall be submitted to the City upon completion.
3. If removed, proof that the private well located on Lot 2, Block 1, Jansen Addition has been properly capped shall be submitted to the City upon completion.
4. A note shall be added to the certificate of survey submitted with the building permit applications for Lots 1 and 3 stating, "Lot may have limited ability to construct accessory structures due to oversized drainage and utility easements."
5. Copies of the following executed and recorded documents shall be submitted to the City:
 - a. Final Plat
 - b. Development Agreement

Adopted by the City Council of the City of Lino Lakes this 22nd day of April, 2024.

Rob Rafferty, Mayor

ATTEST:

Hannah Lynch, City Clerk

CITY OF LINO LAKES
RESOLUTION NO. 24-41

RESOLUTION APPROVING JANSEN ADDITION DEVELOPMENT AGREEMENT

WHEREAS, on April 22, 2024 the City Council passed Resolution No. 24-40 approving Jansen Addition final plat; and

WHEREAS, the City’s subdivision ordinance and conditions of approval require the execution of a development agreement between the Developer and the City of Lino Lakes

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lino Lakes approves the Development Agreement between Boulder Contracting, LLC and the City of Lino Lakes for Jansen Addition and authorizes the Mayor and City Clerk to execute such agreement on behalf of the City

Adopted by the City Council of the City of Lino Lakes this 22nd day of April 2024.

Rob Rafferty, Mayor

ATTEST:

Hannah Lynch, City Clerk

DEVELOPMENT AGREEMENT

Jansen Addition

THIS AGREEMENT is made this ____ day of _____, 2024, by and between the City of Lino Lakes (“City”), a Minnesota municipal corporation, and Boulder Contracting LLC. (“Developer”).

- 1. **Subdivision.** Developer received preliminary plat approval from the City by Resolution No. 24-11 for a plat known as Jansen Addition (“Subdivision”). Unless otherwise stated, all terms and conditions of this Agreement relate to work within the Subdivision.

- 2. **Final Plat Approval.** The City’s approval of the final plat of Jansen Addition is contingent upon execution and delivery of this agreement, all required petitions, bonds, security, and other documents required by the City, and satisfaction of all conditions of approval required by Resolution No. 24-40. The Final Plat including 3 lots is attached hereto as Exhibit A.

- 3. **Phased Development.** Not Applicable.

- 4. **Developer Plans.**
 - a. The Subdivision shall be developed in accordance with the following Developer Plans, original copies of which are on file with the City Engineer. The Developer Plans may be prepared and revised after entering into this Agreement but must be approved by the City before commencement of any work. If the plans vary from the written terms of this Agreement, this Agreement shall control.

 - b. The Developer Plans as of the date of this Agreement are:
 - i. Jansen Addition final plat, prepared by E.G. Rud and Sons Inc., received February 27, 2024.

 - ii. Jansen Addition Civil Construction plan set containing 6 sheets and Landscaping Plan containing 1 sheet, prepared by Plowe Engineering Inc., revised February 29, 2024, received February 29, 2024.

- 5. **Permits.** The Developer shall be responsible for securing all site grading and development approvals and all other required permits from all appropriate Federal, State, Regional and Local jurisdictions prior to the commencement of site grading or construction and prior to the City awarding construction contracts for public improvements.

6. **Developer Improvements.** The Developer shall secure a contractor to install the improvements described in this paragraph, or otherwise required herein to be installed by Developer, hereinafter referred to as the “Developer Improvements,” which contractor shall be approved by the City in its absolute and sole discretion. The Developer Improvements shall be constructed per the City Standard Specifications for Construction dated January 2024.

The cost of Developer Improvements is as shown on Exhibit B attached hereto. All Developer Improvements shall require City inspection and approval and, where appropriate, the approval of any other governmental agency having jurisdiction. The Developer shall construct and install at the Developer's expense the following improvements according to the following terms and conditions:

a. Site Grading

- i. No grading shall commence until all requirements of the Rice Creek Watershed District (RCWD) have been satisfied.
- ii. All site grading shall be conducted in accordance with the grading plan as approved by the City and in accordance with NPDES and RCWD requirements. The Developer shall perform the work in accordance with a Storm Water Pollution Prevention Plan (SWPPP) pursuant to Minnesota Pollution Control Agency (MPCA) requirements.

b. Grading and Erosion Control

- i. The Developer shall grade the site to within 0.2 foot of the grades shown on the approved grading plan. No deviations will be allowed unless a revised plan is submitted and approved in writing by the City and all other regulatory agencies.
- ii. The street right-of-way, storm water storage ponds, and surface water drainage ways shall be graded prior to commencement of utility construction. Four inches of topsoil and a City approved seed mix shall be installed within disturbed areas, and seed mix information shall be provided to the City. Surface water management systems shall be maintained by the Developer until they are accepted by the City.
- iii. The Developer shall be responsible for ascertaining that site geotechnical and groundwater conditions are adequate and conforming with the grading and site improvement as proposed. The Developer shall provide testing from an approved testing company.

- iv. The Developer's engineer shall certify in writing, with an as-built survey, that all grading complies with the approved grading plan prior to issuance of any building permits.
- v. The Developer shall promptly clear dirt and debris within public rights-of-way and drainage and utility easements resulting from construction by the Developer, its purchasers, builders and contractors within five (5) days after notification by the City. The Developer shall be responsible for all necessary street and storm sewer maintenance, including street sweeping, until all home construction is completed, unless otherwise released by the City. Warning signs shall be placed when hazards develop in streets to prevent the public from traveling on them, including detour signs if necessary. If and when the streets become impassable, such streets shall be barricaded and closed. The Developer shall maintain a smooth, hard driving surface and adequate drainage on all temporary streets.
- c. Final street grading, subbase, gravel base, concrete curb and gutter, and bituminous base and wear course, street signs and striping – Not Applicable.
- d. Sidewalks, trails and street lighting – Not Applicable.
- e. Storm sewers – Not Applicable.
- f. Sanitary sewer mains, laterals or extensions, including all necessary building services and other appurtenances, shall be furnished and installed.
- g. Water mains, laterals or extensions, including all necessary building services, hydrants, valves and other appurtenances, shall be furnished and installed.
- h. The Developer shall place iron monuments at all lot, block, and outlot corners and at all other angle points on boundary lines consistent with the final plat. Iron monuments shall be placed after all street and lawn grading has been completed in order to preserve the lot markers for future property owners. Lot corner irons on the back property line shall be installed so that the top of the iron corresponds to the finished ground elevation in accordance with the approved grading plan. Guard stakes shall be appropriately installed to mark these irons.
- i. Landscaping shall be furnished and installed in accordance with the approved plans. The landscaping shall be maintained by the Developer until accepted by the City's Environmental Coordinator.

Developer shall be responsible for vegetative restoration of ponding areas, outlots, wetland mitigation areas, and other native planting areas identified on the plans in accordance with City Standard Specifications for Construction. Developer shall provide a contract with a qualified firm for the establishment and maintenance of all open space / native plant areas. Said contract shall cover a minimum of the 3 year establishment period, from the date of planting.

- j. The Developer shall arrange for all gas, telecommunications, cable, internet, electric, and other necessary private utility services to the Subdivision in accordance with City Code and State law. The utilities are required to be located within a joint trench.
 - k. The Developer shall install mailboxes in accordance with Federal and Postal Service regulations.
 - l. The Developer shall install wetland buffer signs– Not Applicable.
7. **Time of Performance.** The Developer shall install all required improvements enumerated in Paragraph 6 by November 30, 2024. The Developer may request a reasonable extension of time from the City. If the extension is granted, it shall be conditioned upon updating the security posted by the Developer to reflect cost increases and the extended completion date.
8. **City Improvements.** No City installed improvements are proposed to be constructed for this subdivision.
9. **Record Drawings.**
- a. Upon project completion, Developer shall submit record drawings, in electronic format, of all public and private infrastructure improvements, including grading, sanitary sewer, watermain, storm sewer facilities, and roads, constructed by Developer. The files shall be drawn in Anoka County NAD 83 Coordinate system and provided in both AutoCAD .dwg and Adobe .pdf file formats. The plans shall include accurate locations, dimensions, elevations, grades, slopes and all other pertinent information concerning the complete work.
 - b. The Developer shall submit certified compaction testing results for the site grading operations that certify that grading work meets pertinent compaction requirements for the project.
 - c. A summary of the record plan attribute data for the storm sewer, watermain, and sanitary sewer structures and pipes shall be submitted in the form of an Excel Spreadsheet as provided by the City Engineer.

- d. No securities will be fully released until all record drawings have been submitted and accepted by the City Engineer.

10. Faithful Performance of Construction Contracts and Security.

- a. The Developer will fully and faithfully comply with all terms and conditions of any and all contracts entered into by the Developer for the installation and construction of all Developer Improvements. Concurrent with the execution hereof by the Developer, the Developer will furnish to, and at all times thereafter maintain with the City, a cash deposit, certified check, or Irrevocable Letter of Credit, based on one hundred fifty (150%) percent of the total estimated cost of Developer's Improvements as determined by the City Engineer.
- b. Irrevocable Letter of Credit. If an Irrevocable Letter of Credit is utilized, it shall be for the exclusive use and benefit of the City of Lino Lakes and shall state that it is issued to guarantee and assure performance by the Developer of all the terms and conditions of this Development Agreement and construction of all required improvements referenced therein in accordance with the ordinances and specifications of the City. The letter shall be in a form, and from a bank, as approved by the City. The City reserves the right to draw, in whole or in part, on any portion of the Irrevocable Letter of Credit for the purpose of guaranteeing the terms and conditions of this agreement. The Irrevocable Letter of Credit shall be automatically extended for additional periods of one year from present or future expiration dates on an annual basis, unless at least sixty (60) days prior to the expiration date, the Community Development Director and City Engineer, are notified by certified mail or overnight courier, that the Letter of Credit will not be extended.
- c. Alternatively, the Developer may enter into a Public Improvement Surety Agreement, subject to City approval.
- d. Reduction of Security. The Developer may request reduction of the Letter of Credit or cash deposit based on prepayment or the value of the completed improvements at the time of the requested reduction.

- 11. **Warranty.** The Developer warrants all utility work required to be performed by it against poor material and faulty workmanship for a period of two years after its completion and acceptance by the City. All new streets shall be warranted by the developer for a period of one year from the time the final inspection of the street is completed and accepted by the City Council. All trees, grass and sod shall be warranted to be alive, of good quality and disease free for 12 months after planting. Prior to final acceptance of the Developer Improvements the City shall require a Surety Bond or Cash Escrow to cover the warranty provisions of this Agreement. The amount shall be 20 % of the original cost of construction identify in Exhibit B.

12. **Dedication.** The Developer shall dedicate to the City, at no cost to the City, any permanent or temporary easements that may be necessary for the construction and installation of the Developer Improvements. All such easements required by the City shall be in writing, in recordable form, containing such terms and conditions as the City shall determine.
13. **Ownership of Improvements.** Upon completion and City acceptance of the work and construction required by this Agreement, the public improvements lying within public rights-of-way and easements shall become City property without further notice or action unless the improvements are to be deemed private infrastructure.
14. **Recording and Release.** The Developer agrees that the terms of this Development Agreement shall be a covenant on any and all property included in the Subdivision. The Developer agrees that the City shall have the right to record a copy of this Development Agreement with the Anoka County Recorder to give notice to future purchasers and owners. This shall be recorded against the Subdivision described on Page 1.
15. **Escrow for City's Costs.**
- a. The Developer agrees to establish a non-interest bearing escrow account with the City in an amount determined by the City Administrator or their designee for the payment of all costs incurred by the City related to the development of the Subdivision including, but not limited to, the following (See Exhibit B for breakdown of costs):
 - i. Planning/ Review
 - ii. Administration - 3% of Developer Improvement Costs
 - iii. City Engineering and Legal
 - iv. Street lighting installation – Not Applicable
 - v. Boulevard tree planting
 - vi. Street, storm sewer and pond maintenance
 - vii. Property Taxes. Should the recording of the Final Plat occur after July 1st, any and all property taxes on any public property dedicated as a part of this plat shall be the responsibility of the Developer.
 - b. If the above escrow amounts are insufficient, the Developer shall make such additional deposits as required by the City. The City shall have a right to reimburse itself from the Escrow with suitable documentation supporting the charges.

16. **Developer Fees.** At the time of execution of this Agreement, the Developer shall pay the following fees related to the development of the Subdivision (See Exhibit B for breakdown of costs):

a. Park Dedication

The Park Dedication Fee for this site is calculated as follows:

$$2 \text{ units} \times \$3,300 \text{ per unit} = \$6,600$$

b. The Developer shall pay 15 months of maintenance and energy costs for street lights – Not Applicable.

c. GIS Mapping Fees

d. Trunk Sewer Connection Fees

The City established trunk utility connection fees to uniformly distribute the costs of public trunk sanitary sewer infrastructure. The Trunk Utility Connection Fee consists of two components; a Trunk Charge and an Availability Charge.

Trunk Charge

The trunk charge shall be paid at the time of subdivision approval or at the time of hook-up, whichever is first. Residential trunk charges are based on one unit per dwelling unit.

Sanitary Sewer	\$1,737.00 Per Unit
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Availability Charge

For residential properties, the availability charge shall be paid at the time of subdivision approval or at the time of hook-up, whichever is first. Residential uses shall be assigned one unit per dwelling unit unless otherwise noted by MCES.

City Sewer (CSAC)	\$1,626.00 Per SAC Unit
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Trunk sewer unit charges addressed under this paragraph are in addition to any SAC charges imposed by Metropolitan Council Environmental Services. An estimate of the total charge and the trunk utility credit for developer installed trunk oversizing is specified in Exhibit B.

e. Trunk Water Connection Fees

The City established trunk utility connection fees to uniformly distribute the costs of public trunk water infrastructure. The Trunk Utility Connection Fee consists of two components; a Trunk Charge and an Availability Charge.

Trunk Charge

The trunk charge shall be paid at the time of subdivision approval or at the time of hook-up, whichever is first. Residential trunk charges are based on one unit per dwelling unit.

Water	\$2,496.00 Per Unit
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Availability Charge

For residential properties, the availability charge shall be paid at the time of subdivision approval or at the time of hook-up, whichever is first. Residential uses shall be assigned one unit per dwelling unit unless otherwise noted by MCES.

City Water (CWAC)	\$1,570.00 Per SAC Unit
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An estimate of the total charge and the trunk utility credit for developer installed trunk oversizing is specified in Exhibit B.

f. Surface Water Management Area Charges

The City established a trunk area charge to uniformly distribute the costs of public trunk surface water infrastructure and water quality improvements. The Surface Water Management Charge shall be based on developable acreage, in the amount specified in Exhibit B. The charge shall be paid at the time of subdivision approval.

17. Assessment of Charges and Waiver of Rights.

- a. In consideration of the construction of City Improvements listed in Section 7 and /or provision of sewer, water and storm water services, the Developer agrees that the costs of City Improvements together with Trunk Sewer Unit Charge, Trunk Water Unit Charge and the Surface Water Management Area Charge (collectively, "the Charges") may be assessed against the Subdivision parcels. The Developer hereby waives any and all procedural and substantive objections to the special assessments, including notice and hearing requirements, any claim

that the assessments exceed the benefit to the properties, and any right to appeal.

- b. Unless the Developer pays the entire balance owed for the Charges contemporaneously with the execution of this Agreement, the Developer shall provide to the City a cash escrow or irrevocable letter of credit in an amount equal to 35% of the total assessments for the Charges as estimated by the City Engineer (see Exhibit B). The letter of credit shall be in a form, and from a bank, as approved by the City. The letter of credit or cash escrow may be used by the City upon default by Developer in the payment of special assessments. The cash escrow or letter of credit shall remain in place throughout the term of the special assessments. The letter of credit may not be terminated without the City's written consent.
- c. Developer, its heirs, successors or assigns, agrees that within 30 days after the date of sale of a lot, the Developer, its heirs, successors or assigns, at its own cost and expense, shall pay the entire unpaid charges assessed or to be assessed under this Agreement against such property.
- d. If a certificate of occupancy is issued before the special assessments have been levied, the Developer, its heirs, successors or assigns shall pay the City the sum of cash equal to 120% of the Engineer's estimate of the special assessments for such Charges that would be levied against the property. Upon such payment the City shall issue a certificate showing the assessments are paid in full. Notwithstanding the issuance of said certificate, the Developer shall be liable to the City for any deficiency and the City shall pay the Developer any surplus arising from the payment based upon such estimate.
- e. Acceleration of Special Assessments upon Default. In the event the Developer violates any of the covenants, conditions or agreements herein, violates any ordinance, rule or regulation of the City, County of Anoka, State of Minnesota or other governmental entity having jurisdiction over the plat or development, or fails to pay when due any installment of any special assessment levied pursuant to this agreement, or any interest thereon, the City at its option, in addition to its rights and remedies hereunder, after 10 days written notice to the Developer, may declare all of the unpaid special assessments which are then estimated or levied pursuant to this agreement due and payable in full, with interest. The City may seek recovery of such special assessments due and payable from the security provided herein. In the event that such security is insufficient to pay the outstanding amount of such special assessments plus accrued interest the City may certify such outstanding special assessments in full to the County Auditor pursuant to Minnesota Statutes section 429.061, subdivision 3, for collection the following year. The City, at its option, may commence legal action against the

Developer to collect the entire unpaid balance of the special assessments then estimated or levied pursuant hereto, with interest, including reasonable attorney's fees, and Developer shall be liable for such special assessments and, if more than one, such liability shall be joint and several. In addition to any other rights and remedies upon Developer's default, the City may refuse to issue building permits and/or Certificates of Occupancy for any property within the Subdivision until such time as such default has been corrected to the satisfaction of the City. The Developer agrees to reimburse the City for all costs incurred by the City in the enforcement of this agreement, or any portion thereof, including court costs and reasonable engineering and attorneys' fees, if the City prevails in any enforcement action.

18. Building Permits. No building permits shall be issued until:

- a. Site grading, certified compaction testing, City sewer, water, storm sewer, and bituminous base construction of the streets, temporary street signs, gas, electric, telecommunication, cable and internet are installed and approved by the City, except as provided below
 - i. Model Homes: Structures may be installed as model homes consistent with City ordinance upon approval of the final plat. A record drawing of the site grading for the model home lots shall be submitted prior to issuance of building permits for the model homes.
 - ii. If any building permits for model homes are issued prior to the completion and acceptance of public improvements, the Developer assumes all liability and costs resulting in delays in completion of public improvements and damage to public improvements caused by the City, the Developer, its contractors, subcontractors, material men, employees, agents or third parties. Any such costs shall be reimbursed from Developer's escrow.

19. Special Provisions.

- a. The existing house on proposed Lot 2, Block 1, Jansen Addition shall connect to municipal watermain and municipal sanitary sewer.
- b. The private septic system located on proposed Lot 2, Block1, Jansen Addition shall be removed.
- c. The private well located on proposed Lot 2, Block1, Jansen Addition shall be capped if it cannot be used for private irrigation.
- d. The new houses on proposed Lots 1 and 3, Block 1, Jansen Addition shall connect to municipal watermain and municipal sanitary sewer main.
- e. The existing shed shall be removed.
- f. The existing fence shall be relocated onto proposed Lot 2, Block 1, Jansen

Addition.

20. Hours of Construction Activity.

All construction activity shall be limited to the hours as follows:

Monday through Friday	7:00 a.m. to 7:00 p.m.
Saturday	9:00 a.m. to 5:00 p.m.
Sunday and Holidays	No working hours allowed

21. Insurance. Developer or its general contractor shall take out and maintain until one year after the City accepted the Developer Improvements, public liability and property damage insurance covering personal injury, including death, and claims for property damage which may arise out of the Developer's or general contractor's work, as the case may be, or the work of its subcontractors or by one directly or indirectly employed by any of them. Limits for bodily injury and death shall be not less than Five Hundred Thousand and no/100 (\$500,000.00) Dollars for one person and Two Million and no/100 (\$2,000,000.00) Dollars for each occurrence; limits for property damage shall be not less than One Million and no/100 (\$1,000,000.00) Dollars for each occurrence; or a combination single limit policy of Two Million and no/100 (\$2,000,000.00) Dollars or more. The City, its employees, its agents and assigns shall be named as an additional insured on the policy, and the Developer or its general contractor shall file with the City a certificate evidencing coverage prior to the City signing the plat. The certificate shall provide that the City must be given ten days advance written notice of the cancellation of the insurance. The certificate may not contain any disclaimer for failure to give the required notice.

22. Developer's Default. In the event of default by the Developer as to any of the work to be performed by it hereunder, the City may, at its option, perform the work and the Developer shall promptly reimburse the City for any expense incurred by the City, including but not limited to attorney and engineering fees, provided the Developer is first given notice of the work in default, not less than 48 hours in advance. This Agreement is a license for the City to act, and it shall not be necessary for the City to seek a court order for permission to enter the land. When the City does any such work, the City may, in addition to its other remedies, levy the cost in whole or in part as a special assessment against the Subject Property. Developer waives its rights to notice of hearing and hearing on such assessments and its right to appeal such assessments pursuant to Minnesota Statutes, chapter 429.

23. General.

a. Binding Effect

The terms and provisions hereof shall be binding upon and inure to the benefit of the heirs, representatives, successors and assigns of the parties hereto and shall be binding upon all future owners of all or any part of the Subdivision and shall be deemed covenants running with the land, unless otherwise released pursuant to section 14 of this Agreement.

b. Validity.

If a portion, section, subsection, sentence, clause, paragraph or phrase in this agreement is for any reason held to be invalid by a court of competent jurisdiction, such decision shall not affect or void any of the other provisions of the Development Agreement.

c. Notices

Whenever in this Agreement it shall be required or permitted that notice or demand be given or served by either party to this Agreement to or on the other party, such notice or demand shall be delivered personally, or mailed by United States mail to the addresses below, or sent by email to the email address below. Such notice or demand shall be deemed timely given when delivered personally or when deposited in the mail in accordance with the above or when emailed. The addresses of the parties are as set forth until changed by notice given as above.

Brian Jansen
Boulder Contracting LLC.
16522 Wake Street NE
Ham Lake MN 55304
brian@bouldercontractingllc.com

Community Development Director
City of Lino Lakes
600 Town Center Parkway
Lino Lakes, MN 55014
mgrochala@linolakes.us

24. **Land Use Controls - Planned Unit Development. - Not Applicable**

IN WITNESS WHEREOF, the City and the Developer have caused this Development Agreement to be executed in their respective corporate names by their duly authorized officers, all as of the date and year first written above.

CITY OF LINO LAKES

By _____
Mayor

ATTEST

By _____
City Clerk

STATE OF MINNESOTA)
) SS
COUNTY OF ANOKA)

This instrument was acknowledged before me on _____ day of _____, 2024,
by Rob Rafferty as Mayor of the City of Lino Lakes on behalf of said City.

Notary Public

STATE OF MINNESOTA)
) SS
COUNTY OF ANOKA)

This instrument was acknowledged before me on _____ day of _____, 2024,
by Hannah Lynch as City Clerk of the City of Lino Lakes on behalf of said City.

Notary Public

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Execution page of the Developer to the Development Agreement, dated as of the date and year first written above.

DEVELOPER

By _____

Its _____

STATE OF MINNESOTA)
) SS
COUNTY OF _____)

On this _____ day of _____, 2024, before me, a Notary Public within and for said County, personally appeared _____, _____ of _____ (Developer), who executed the foregoing instrument.

Notary Public

This instrument was drafted by:

City of Lino Lakes
600 Town Center Parkway
Lino Lakes, Minnesota 55014

CONSENT AND SUBORDINATION

_____, the holder of a mortgage dated _____, filed for record with the County Recorder, Anoka County, Minnesota, on _____, as Document No. _____, hereby consents to the recording of this Development Agreement and agrees that its rights in the property affected by the Development Agreement shall be subordinated thereto.

IN WITNESS WHEREOF, _____, has caused this Consent and Subordination to be executed this ____ day of _____, 2024.

By:

Its:

STATE OF MINNESOTA)
) SS
COUNTY OF _____)

On this _____ day of _____, 2024, before me, a Notary Public within and for said County, personally appeared _____, who executed the foregoing instrument.

Notary Public

EXHIBIT A

Final Plat

JANSEN ADDITION

City of Lino Lakes
County of Anoka
Sec. 8, T31, R22

KNOW ALL PERSONS BY THESE PRESENTS, That Boulder Contracting, LLC, a Minnesota limited liability company, owner of the following described property situated in the City of Lino Lakes, County of Anoka, State of Minnesota:

Lot 2, Block 1, MAR DON ACRES, Anoka County, Minnesota.
Has caused this same to be surveyed and plotted as JANSEN ADDITION and does hereby dedicate to the public for public use the public way and the drainage and utility easements as shown on this plat.

In witness whereof said Boulder Contracting, LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper officer, this _____ day of _____, 20____.

BOULDER CONTRACTING, LLC

By: Brian Jansen, General Manager

STATE OF _____

COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____, 20____, by Brian Jansen, General Manager of Boulder Contracting, LLC, a Minnesota limited liability company, on behalf of the company.

_____, (Signature)

_____, County, Minnesota

My Commission Expires _____

I, Jason E. Rud do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and notes are correctly designated on this plat; that all monuments depicted on this plat have been, shown and blotted on this plat; and all public ways are shown and blotted on this plat.

Dated this _____ day of _____, 20____.

_____,

Jason E. Rud, Licensed Land Surveyor

Minnesota License No. 41578

STATE OF MINNESOTA

COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____, 20____, by Jason E. Rud,

_____, (Signature)

_____, County, Minnesota

My Commission Expires _____

CITY COUNCIL, CITY OF LINO LAKES, MINNESOTA

This plat of JANSEN ADDITION was approved and accepted by the City Council of the City of Lino Lakes, Minnesota at a regular meeting thereof held this _____ day of _____, 20____, and said plat is in compliance with the provisions of Minnesota Statutes, Section 365.03, Subd. 2.

CITY COUNCIL, CITY OF LINO LAKES, MINNESOTA

By _____ Mayor

By _____ Clerk

COUNTY SURVEYOR

I hereby certify that in accordance with Minnesota Statutes, Section 365.021, Subd. 11, this plat has been reviewed and approved this _____ day of _____, 20____.

_____,

Dawn M. Ziegler

Anoka County Surveyor

COUNTY AUDITOR/TREASURER

Pursuant to Minnesota Statutes, Section 36A.021, Subd. 9, taxes payable in the year 20____ on the land herebefore described have been paid. Also, pursuant to Minnesota Statutes, Section 372.11, there are no delinquent taxes and transfer entered on _____ day of _____, 20____.

Property Tax Administrator

By _____ Deputy

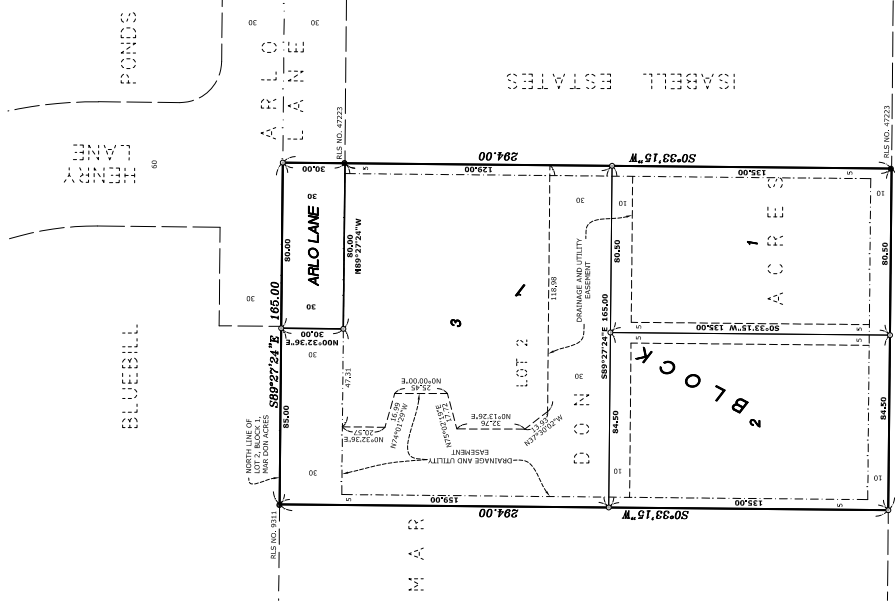
COUNTY RECORDER/REGISTRAR OF TITLES

COUNTY OF ANOKA, STATE OF MINNESOTA

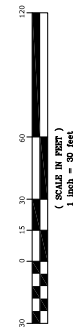
I hereby certify that this plat of JANSEN ADDITION was filed in the office of the County Recorder/Registrar of Titles for public record on this _____ day of _____, 20____, at _____ A.M., and was duly recorded as Document Number _____.

County Recorder/Registrar of Titles

By _____ Deputy



NORTH

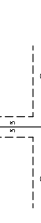


LEGEND

- DENOTES 1/2 INCH IRON PIPE FOUND AS LABELED.
- DENOTES 1/2 INCH BY 14 INCH IRON PIPE SET, MARKED RLS NO. 41578.
- DENOTES DRAINAGE AND UTILITY EASEMENT PER PLAT OF MAR DON ACRES

EASEMENT DETAIL

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THIS:



NOTE: 1. 1/2 INCH IRON PIPE FOUND AS LABELED. 2. 1/2 INCH BY 14 INCH IRON PIPE SET, MARKED RLS NO. 41578. 3. 1/2 INCH BY 14 INCH IRON PIPE SET, MARKED RLS NO. 41578. 4. 1/2 INCH BY 14 INCH IRON PIPE SET, MARKED RLS NO. 41578. 5. 1/2 INCH BY 14 INCH IRON PIPE SET, MARKED RLS NO. 41578. 6. 1/2 INCH BY 14 INCH IRON PIPE SET, MARKED RLS NO. 41578. 7. 1/2 INCH BY 14 INCH IRON PIPE SET, MARKED RLS NO. 41578. 8. 1/2 INCH BY 14 INCH IRON PIPE SET, MARKED RLS NO. 41578. 9. 1/2 INCH BY 14 INCH IRON PIPE SET, MARKED RLS NO. 41578. 10. 1/2 INCH BY 14 INCH IRON PIPE SET, MARKED RLS NO. 41578. 11. 1/2 INCH BY 14 INCH IRON PIPE SET, MARKED RLS NO. 41578. 12. 1/2 INCH BY 14 INCH IRON PIPE SET, MARKED RLS NO. 41578. 13. 1/2 INCH BY 14 INCH IRON PIPE SET, MARKED RLS NO. 41578. 14. 1/2 INCH BY 14 INCH IRON PIPE SET, MARKED RLS NO. 41578. 15. 1/2 INCH BY 14 INCH IRON PIPE SET, MARKED RLS NO. 41578. 16. 1/2 INCH BY 14 INCH IRON PIPE SET, MARKED RLS NO. 41578. 17. 1/2 INCH BY 14 INCH IRON PIPE SET, MARKED 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EXHIBIT B

Securities, Escrows & Fees

EXHIBIT B
Securities, Escrows & Fees

PROJECT: JANSEN ADDITION	NUMBER OF REU's:	3
APPLICANT: BOULDER CONTRACTING, LLC	NO. OF LOT FRONTAGE:	3
	AREA (ACRES):	1.11

IMPROVEMENTS	COST
<u>DEVELOPER IMPROVEMENT COSTS (Private)</u>	
SITE GRADING	\$10,919
EROSION CONTROL	\$0
LANDSCAPING	\$0
PARKING LOT	\$0
STORM SEWER CONST.	\$0
SANITARY SEWER CONST.	\$0
WATERMAIN CONST.	\$0
LIGHTING	\$0
Total	<u>\$10,919</u>
Letter of Credit Amount X 35%	\$3,822

<u>ESCROW for CITY'S COSTS</u>	
PLANNING/ REVIEW	\$0
ADMINISTRATION	\$1,000
ENGINEER PLAN REVIEW	\$1,600
ENGINEER CONSTRUCTION SERVICES	\$2,200
PROJECT FINAL DOCUMENTS & CITY ENGINEER	\$2,500
STREET LIGHT INSTALLATION	\$0
STREET & STORMWATER MAINTENANCE	\$2,800
PROPERTY TAXES	\$0
BOULEVARD TREE PLANTING	\$1,200
Total	<u>\$11,300</u>

<u>DEVELOPMENT FEES</u>	
PARK DEDICATION	\$6,600
PARK DEDICATION CREDIT	\$0
Subtotal Park Dedication Fee	\$6,600
AUAR	\$0
GIS MAPPING FEE	\$180
STREET LIGHTING OPERATION	\$0
Total	<u>\$6,780</u>

TRUNK SANITARY SEWER	
TRUNK CHARGE PER (ACRE OR UNIT)	\$5,211
AVAILABILITY CHARGE PER SAC UNIT	\$4,878
SANITARY LATERAL 80' ARLO LN (\$77.20/FT)	\$6,176
SANITARY ASSESSMENT LOIS LN (18,457/2)*ENR	\$16,192
TRUNK WATERMAIN	
TRUNK CHARGE PER (ACRE OR UNIT)	\$7,488
AVAILABILITY CHARGE PER SAC UNIT	\$4,710
WATERMAIN LATERAL 80' ARLO LN (\$73.00/ft)	\$5,840
WATERMAIN ASSESSMENT LOIS LN (18,457/2)*ENR	\$16,192
TOTAL TRUNK SEWER & WATER FEES	\$66,687
SURFACE WATER MANAGEMENT	\$8,796
TOTAL SURFACE WATER MANAGEMENT FEES	\$8,796
Total	<u>\$75,483</u>
Letter of Credit Amount X 35%	\$26,419

<u>SUMMARY OF SECURITIES, ESCROW & FEES</u>	
SECURITY: DEVELOPER IMP'MENT COSTS	\$3,822
ESCROW FOR CITY COSTS	\$11,300
DEVELOPMENT FEES	\$6,780
SECURITY: TRUNK FEES	\$26,419

Jansen Addition

City Council Meeting
April 22, 2024

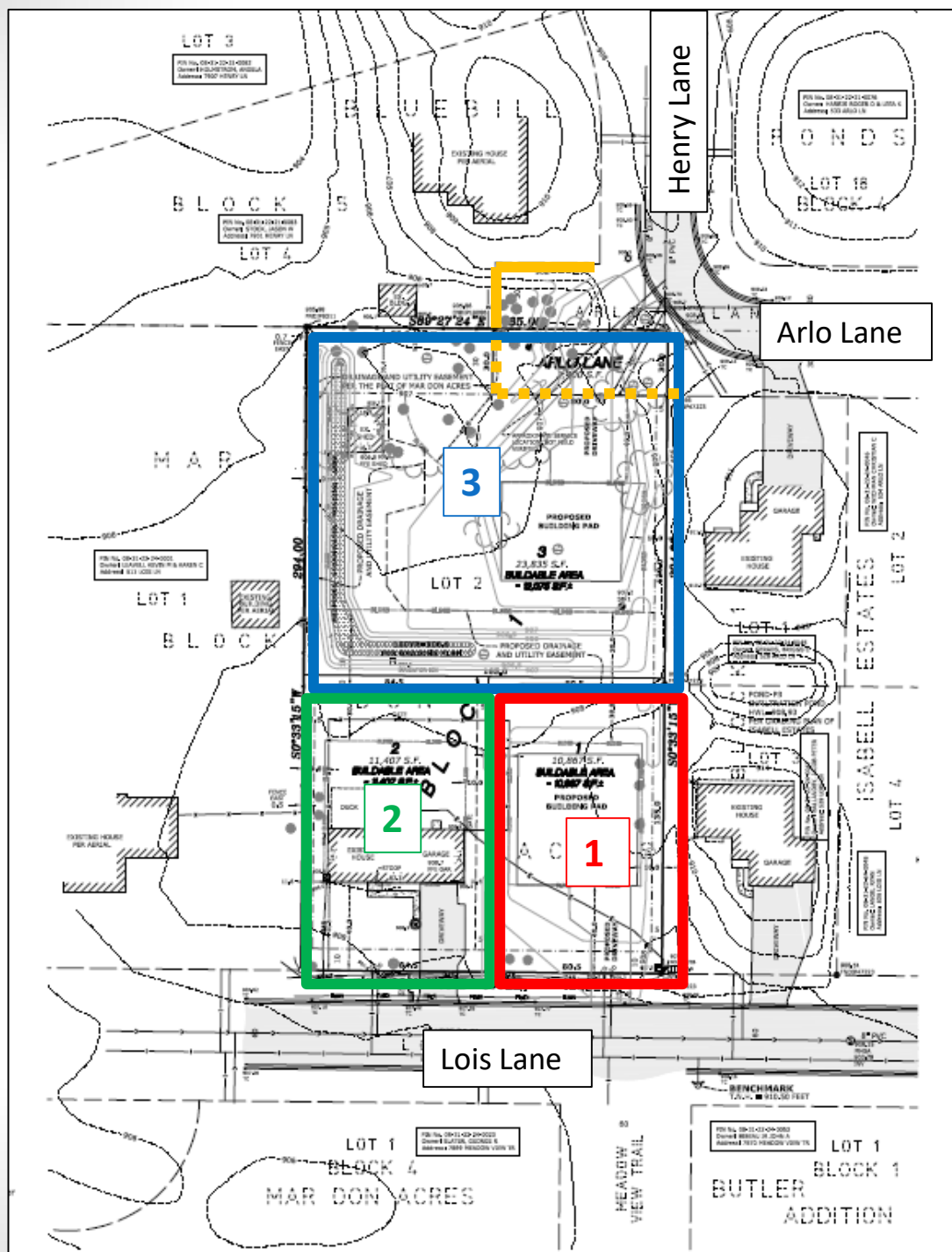


Land Use Application

- Land Use Application = Final Plat
 - 3 lots
- Applicant = Brian Jansen, Boulder Contracting
- Property = 523 Lois Lane
- Subdivide the existing parcel into 3 single family lots for purpose of constructing 2 new single family homes

PRELIMINARY PLAT

- February 12, 2024: Resolution No. 24-11 approving Preliminary Plat
- Lot 2 = Existing house
- Lot 1 & 3 = New houses
- Lois Lane and Arlo Lane
 - Minor Collector Roads
- Zoned R-1, Single Family Residential
- Lot size, widths, and setbacks met



JANSEN ADDITION

FINAL PLAT

KNOW ALL PERSONS BY THESE PRESENTS That Boulder Contracting, LLC, a Minnesota limited liability company, owner of the following described property situated in the City of Lino Lakes, County of Anoka, State of Minnesota:

Lot 2, Block 1, MAR DON ACRES, Anoka County, Minnesota.

Has caused the same to be surveyed and platted as JANSEN ADDITION and does hereby dedicate to the public for public use the public way and the drainage and utility easements as shown on this plat.

In witness whereof said Boulder Contracting, LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper officer this ____ day of ____ 20__.

BOULDER CONTRACTING, LLC

Brian Jansen, General Manager

STATE OF _____
COUNTY OF _____

This instrument was acknowledged before me this ____ day of _____, 20__ by Brian Jansen, General Manager of Boulder Contracting, LLC, a Minnesota limited liability company, on behalf of the company.

(Signature)

(Print Name)

Notary Public, _____ County, Minnesota
My Commission Expires _____

I, Jason E. Rud, do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat and all public ways are shown and labeled on this plat.

Dated this ____ day of _____, 20__.

Jason E. Rud, Licensed Land Surveyor
Minnesota License No. 41578

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this ____ day of _____, 20__ by Jason E. Rud,

(Signature)

(Print Name)

Notary Public, _____ County, Minnesota
My Commission Expires _____

CITY COUNCIL, CITY OF LINO LAKES, MINNESOTA

This plat of JANSEN ADDITION was approved and accepted by the City Council of the City of Lino Lakes, Minnesota at a regular meeting thereof held this ____ day of _____, 20__, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

CITY COUNCIL, CITY OF LINO LAKES, MINNESOTA

By _____ Mayor By _____ Clerk

COUNTY SURVEYOR

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this ____ day of _____, 20__.

David M. Ziegler
Anoka County Surveyor

COUNTY AUDITOR/TREASURER

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20__ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272A.02, there are no delinquent taxes and transfer entered this ____ day of _____, 20__.

Property Tax Administrator

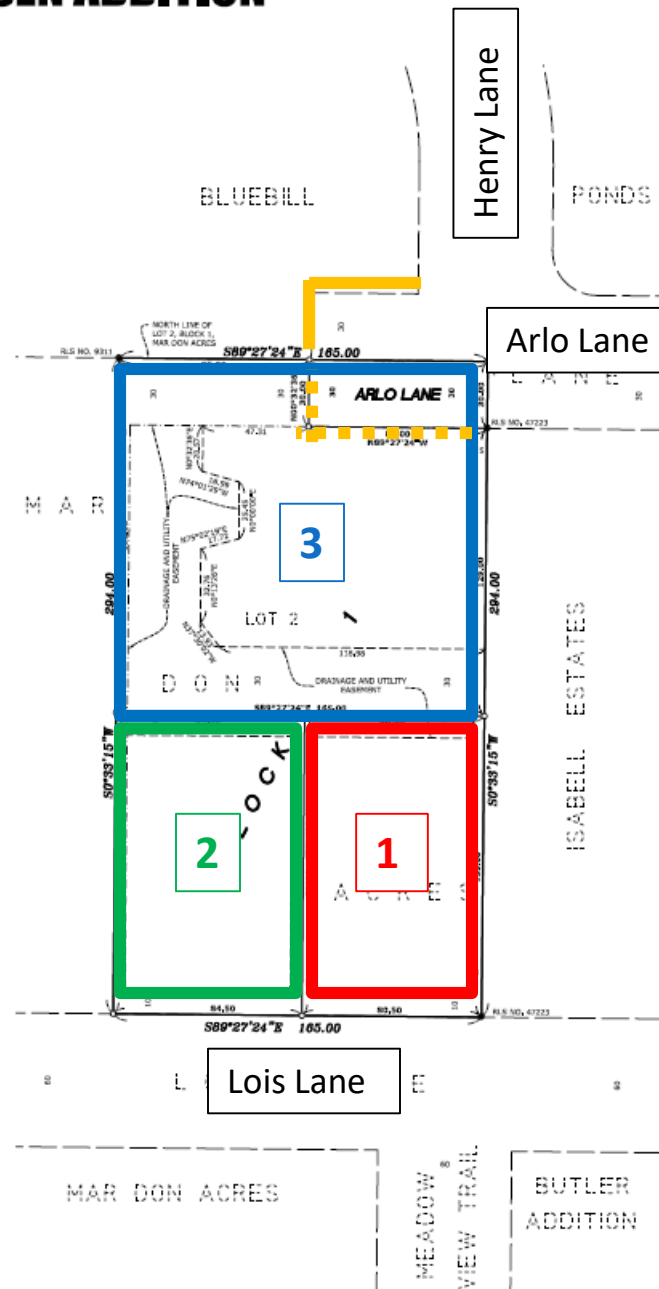
By _____ Deputy

COUNTY RECORDER/REGISTRAR OF TITLES
COUNTY OF ANOKA, STATE OF MINNESOTA

I hereby certify that this plat of JANSEN ADDITION was filed in the office of the County Recorder/Registrar of Titles for public record on this ____ day of _____, 20__, at ____ o'clock ____ M., and was duly recorded as Document Number _____.

County Recorder/Registrar of Titles

By _____ Deputy



- Final plat substantially conforms to preliminary plat
- Outstanding preliminary plat comments have been addressed
- Park Dedication Fees
 - 2 new lots = \$6,600

LEGEND

- DENOTES 1/2 INCH IRON PIPE FOUND AS LABELED.
- DENOTES 1/2 INCH BY 14 INCH IRON PIPE SET, MARKED RLS NO. 41578.
- DENOTES DRAINAGE AND UTILITY EASEMENT PER PLAT OF MAR DON ACRES

EASEMENT DETAIL

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN (U.S.)

BEING 5 FEET IN WIDTH, AND ADJOINING SIDE LOT LINES, AND 10 FEET IN WIDTH AND ADJOINING RIGHT OF WAY LINES, AND REAR LOT LINES, UNLESS OTHERWISE SHOWN ON THIS PLAT.

FOR THE PURPOSES OF THIS PLAT, THE NORTH LINE LOT 2, BLOCK 1, MAR DON ACRES, ANOKA COUNTY, MINNESOTA IS ASSUMED TO HAVE A BEARING OF SOUTH 89 DEGREES 27 MINUTES 24 SECONDS EAST.

Council Action

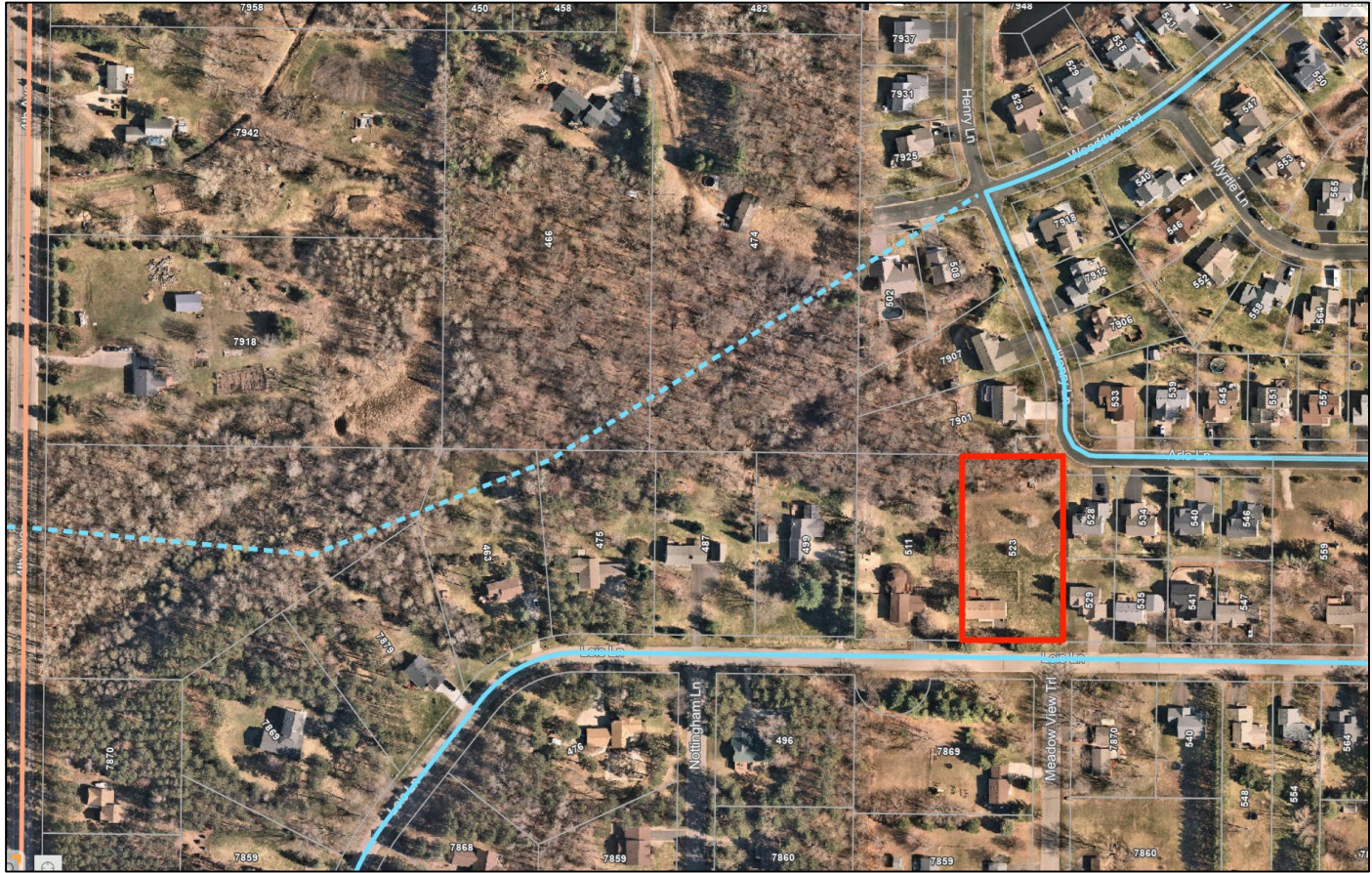
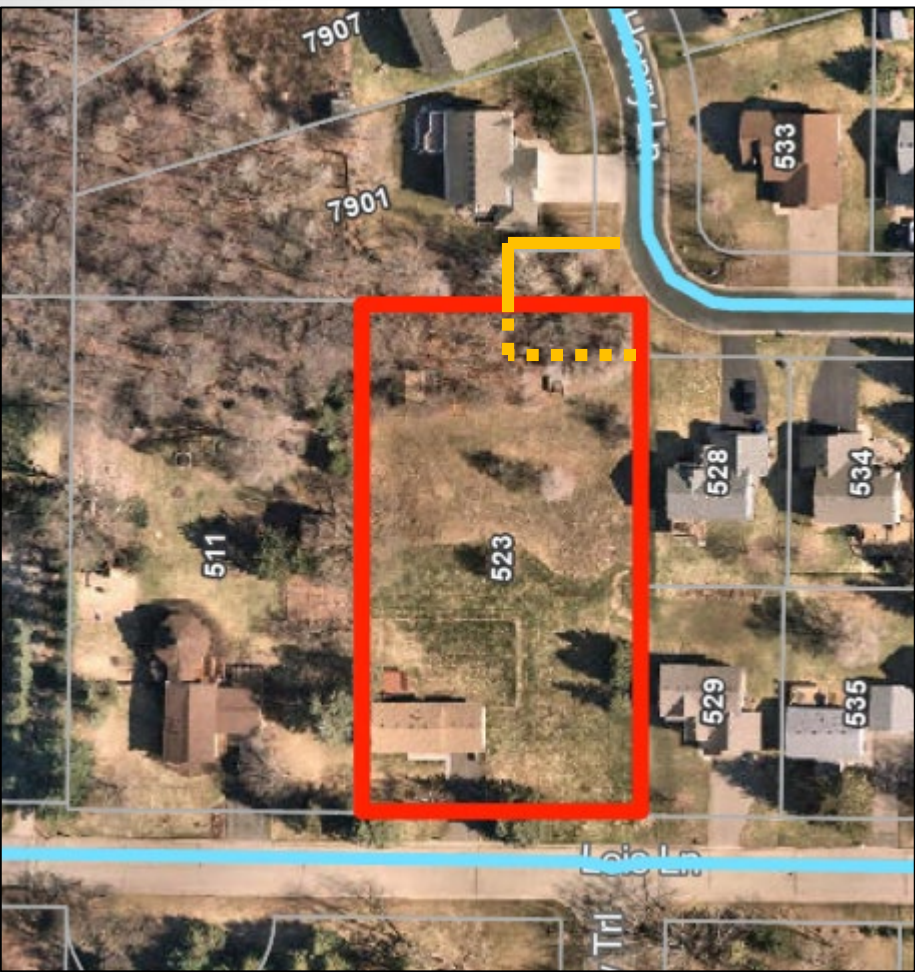
- April 10, 2024: PZ recommended approval with 6-0 vote
- Consider Resolution No. 24-40 Approving Final Plat
- Consider Resolution No. 24-41 Approving Development Agreement

Unused

EXISTING CONDITIONS

- Parcel= 1.11 acres
- Existing house built 1982
- Zoning = R-1, Single Family
- 2040 Comp Plan-Land Use
 - Low Density Res
 - 1.6-3.0 net upa
- Proposed: 2.7 net upa
 - Consistent
- No Wetlands
- No Floodplain



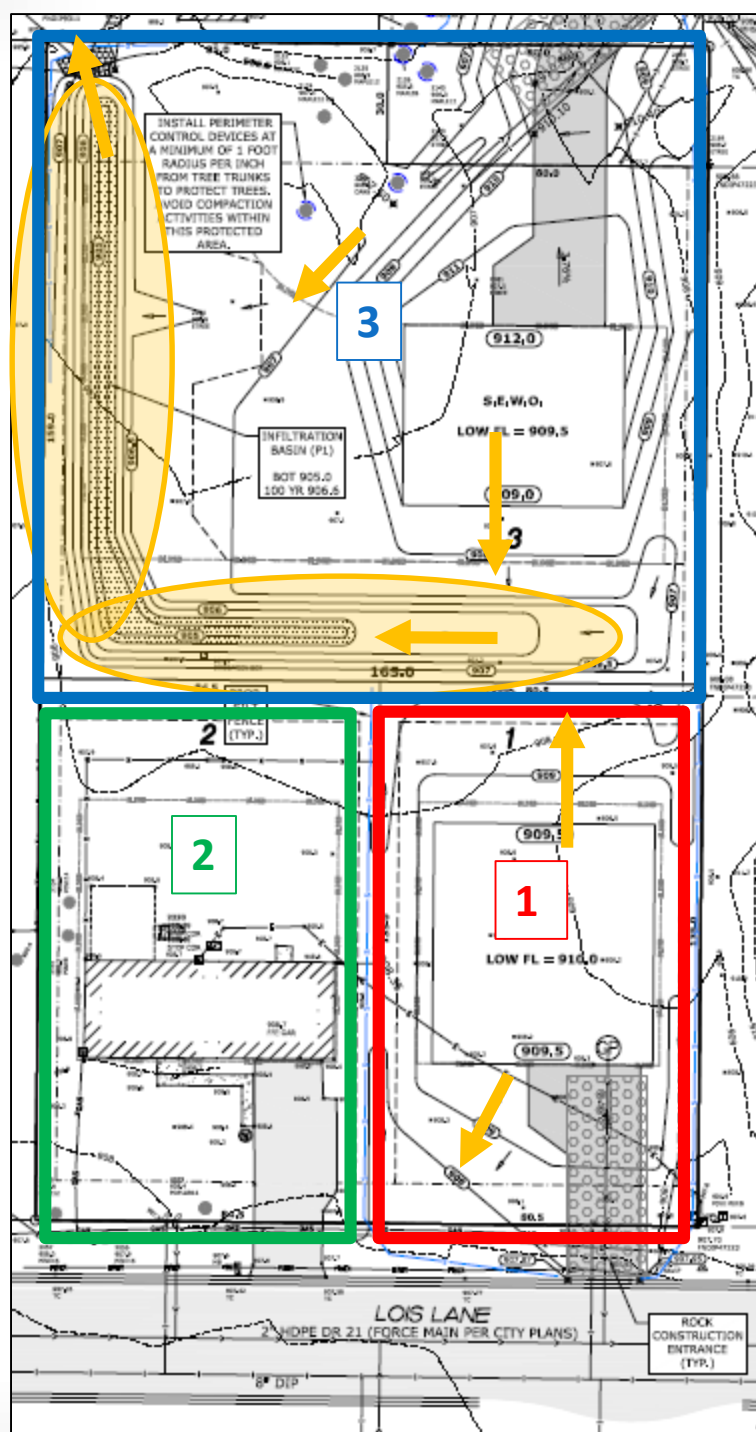


Staff evaluated the need to extend the 30ft wide road right-of-way along the entire north lot line to potentially serve 511 Lois Lane and determined it wasn't feasible.

An additional 30ft of road right-of-way would be needed from 7901 Henry Lane and a public street & utilities would need to be constructed to serve the potential one (1) or two (2) additional lots that could be created at 511 Lois Lane.

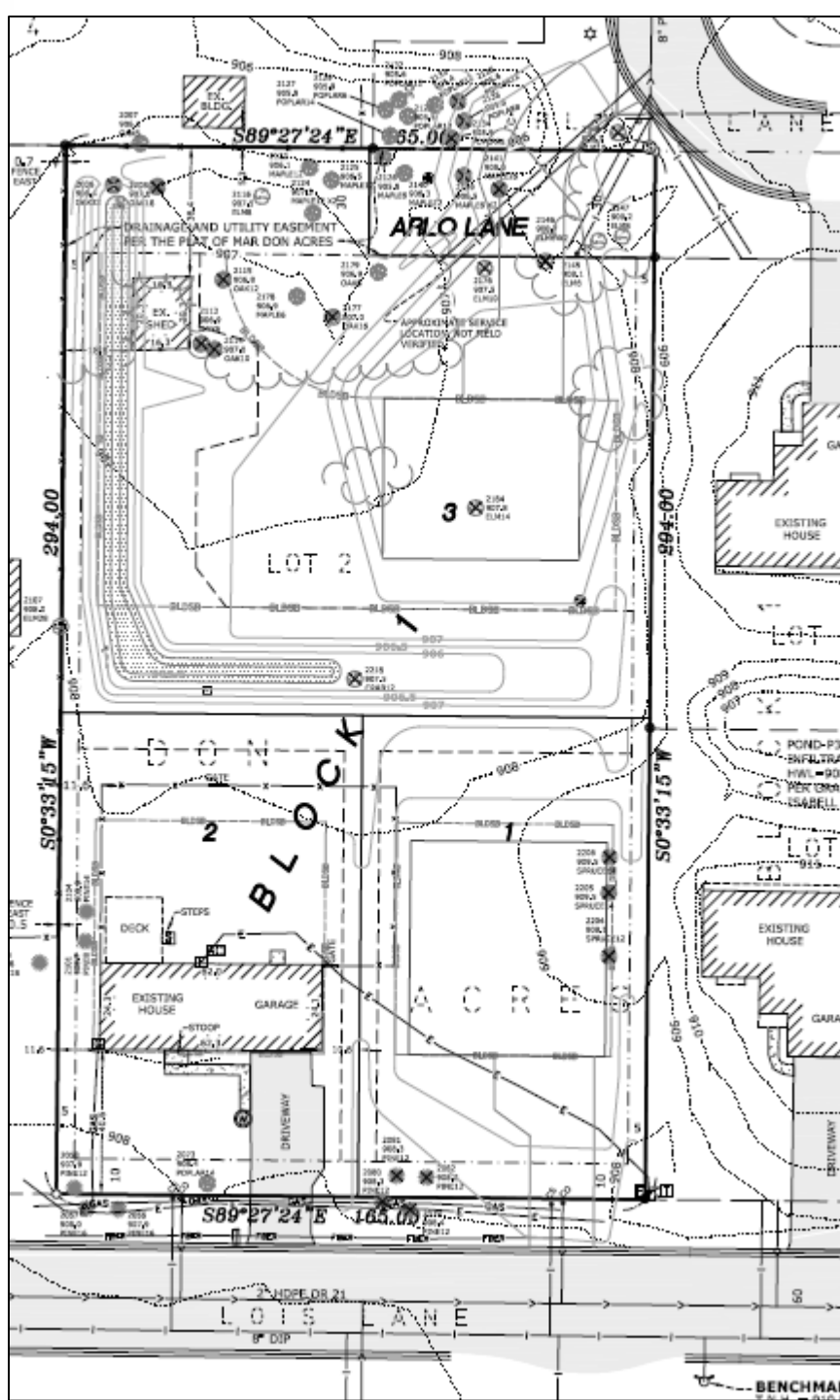
Stormwater Management

- Per RCWD and City Code Section 1011.011, storm water management requirements do not apply to SF residential subdivisions creating <7 lots
- However, the applicant has proposed an infiltration basin on Lot 3
- 1 - 1.5ft deep
- Post-development discharge rates < pre-development rates



Zoning Requirements

	R-1 Requirements	Lot 1 (Proposed House)	Lot 2 (Existing House)	Lot 3 (Proposed House)
Min. Lot Size	10,800 sf	10,867 sf	19,425 sf	12,075 sf ^a
Min. Lot Width				
--Corner Lot	100 ft	NA	NA	NA
--Interior Lot	80 ft	80.5 ft	84.5 ft	80.0 ft
Min. Lot Depth	135 ft	135.0 ft	135.0 ft	154 ft
Building Setback (ft)				
-From Streets Lois Lane and Arlo Lane (Both Minor Collector)	30 ft	40.0 ft	40.0 ft	40.0 ft
-Rear Yard				
--Principal	30 ft	30.0 ft	70 ft	30.0 ft
-Accessory	5 ft	Future	50 ft (deck)	Future
-Side Yard				
--Principal	10 ft	10 ft	11.6 ft	10.0 ft
--Accessory	5 ft	10 ft	10.6 ft	10.0 ft
Impervious Surface	65%	TBD w/ building permit	21.3%	TBD w/ building permit



Tree Preservation

- Reviewed by EC and EB
- 49 total trees
 - 24 trees removed
 - 25 trees preserved
- 3 mitigation trees required

Boulevard Trees

- Required on Lots 1 & 3
- Open Area, Canopy Cover and Foundation Landscaping does not apply

Comprehensive Plan

- Land Use Plan
 - Consistent with low density residential development
- Housing Plan
 - Compatible with adjacent single family homes and promotes infill development
- Economic Development
 - Does not negatively impact
- Transportation Plan
 - Lois and Arlo Lane are minor collector roads and have capacity for 1 new home

Comprehensive Plan

- Local Water Management Plan
 - Infiltration basin
- Sanitary Sewer Plan
 - Capacity for 3 single family homes
- Water Supply Plan
 - Capacity for 3 single family homes
- Parks, Greenways and Trails
 - Cash in lieu of land dedication

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

STAFF ORIGINATOR: Michael Grochala, Community Development Director

MEETING DATE: April 22, 2024

TOPIC: Water Treatment Plant Funding, Michael Grochala

- i. Consider Resolution No. 24-43, Authorize Minnesota Public Facilities Authority Application for Water Treatment Plant Grant Agreement
- ii. Consider Resolution No. 24-45, Authorize Minnesota Public Facilities Authority Application for Water Treatment Plant Loan Agreement, Michael Grochala

VOTE REQUIRED: Simple Majority

INTRODUCTION

Staff is requesting City Council authorization to submit information and enter into grant and loan agreements with the Minnesota Public Facilities Authority MPFA.

BACKGROUND

During the 2023 Legislative session \$13,500,000 was appropriated to the MPFA for a grant to the City of Lino Lakes for the water treatment facility. To receive this money the City must submit the required information and enter into a grant agreement.

The attached resolution certifies that the City has the legal authority to enter into a grant agreement and has the capacity to ensure proper construction, operation and maintenance of the facility for its design life. The resolution also designates the Mayor and Clerk as the signers of the agreement.

Additionally, the City is receiving a \$3 million grant through the MPFA Emerging Contaminants program along with a low interest loan through the Drinking Water Revolving Loan Program for the balance of the project cost (\$18,000,000). This program requires the submittal of application materials in preparation for the loan agreement.

Once the required information has been submitted the MPFA will prepare the grant and loan agreement for City execution.

RECOMMENDATION

Staff is recommending approval of Resolution No. 24-43 and Resolution No. 24-45

ATTACHMENTS

1. Resolution No. 24-43
2. Resolution No. 24-45

RESOLUTION NO. 24-43

RESOLUTION AUTHORIZING THE CITY OF LINO LAKES TO SUBMIT INFORMATION TO THE MINNESOTA PUBLIC FACILITIES AUTHORITY (MPFA) AND TO ENTER INTO A GRANT AGREEMENT WITH THE MPFA.

WHEREAS, under the provisions contained in Laws of Minnesota 2023 chapter 72, article 1, section 23, subd. 15, \$13,500,000 was appropriated to the MPFA

“For a grant to the city of Lino Lakes to design, engineer, construct, furnish, and equip a water treatment facility, including accompanying water utility infrastructure.”

WHEREAS, to receive this money, the City of Lino Lakes must submit required information and enter into a Grant Agreement with the MPFA,

NOW, THEREFORE, BE IT RESOLVED by the City Council of Lino Lakes, Minnesota that the City has the legal authority to apply for the grant, and the financial, technical, and managerial capacity to ensure proper construction, operation and maintenance of the project for its design life.

BE IT FURTHER RESOLVED that the Grant Agreement shall be executed on behalf of the City of Lino Lakes by the signature of its Mayor and its City Clerk. In the event of disability or resignation or other absence of either such officer, the Grant Agreement may be signed by the manual signature of that officer who may act on behalf of such absent or disabled officer. In case either such officer whose signature shall appear on the Grant Agreement shall cease to be such officer before delivery of the Grant Agreement, such signature shall nevertheless be valid and sufficient for all purposes, the same as if he or she had remained in office until delivery.

Adopted by the City Council of the City of Lino Lakes on this 22nd day of April, 2024.

Rob Rafferty, Mayor

ATTEST:

Hannah Lynch, City Clerk

SEAL

RESOLUTION NO. 24-45**RESOLUTION AUTHORIZING THE CITY OF LINO LAKES TO SUBMIT INFORMATION TO THE MINNESOTA PUBLIC FACILITIES AUTHORITY (MPFA) AND TO ENTER INTO A LOAN AGREEMENT WITH THE MPFA.**

WHEREAS, the City of Lino Lakes, Minnesota is proposing to construct a water treatment plant, and

WHEREAS, the City is eligible for a loan from the Minnesota Public Facilities Authority,

NOW, THEREFORE, BE IT RESOLVED by the City Council of Lino Lakes, Minnesota that the City is hereby applying to the Minnesota Public Facilities Authority for a loan from the Drinking Water Revolving Fund for improvements to its municipal drinking water system as described in the loan application.

BE IT FURTHER RESOLVED, that the City estimates the amount of the loan to be \$18,000,000 or the as-bid cost of the project less any grant amounts.

BE IT FURTHER RESOLVED, that the City has the legal authority to apply for the loan, and the financial, technical, and managerial capacity to repay the loan and ensure proper construction, operation and maintenance of the project for its design life.

Adopted by the City Council of the City of Lino Lakes on this 22nd day of April, 2024.

Rob Rafferty, Mayor

ATTEST:

Hannah Lynch, City Clerk

SEAL