



AMENDED AGENDA
REGULAR MEETING OF THE CITY COUNCIL OF
THE CITY OF WHITE BEAR LAKE, MINNESOTA
TUESDAY, DECEMBER 12, 2023
7 P.M. IN THE COUNCIL CHAMBERS

1. CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE

2. APPROVAL OF MINUTES

A. Minutes of the Regular City Council Meeting on November 28, 2023

3. ADOPT THE AGENDA *(No item of business shall be considered unless it appears on the agenda for the meeting. The Mayor or Councilmembers may add items to the agenda prior to adoption of the agenda.)*

4. CONSENT AGENDA *(Those items listed under Consent Agenda are considered routine by the City Council and will be acted upon by one motion under this agenda item. There will be no separate discussion of these items, unless the Mayor or a Councilmember so requests, in which event, the item will be removed from the consent agenda and considered under New Business.)*

- A. Accept minutes: September & October Environmental Advisory Commission, October White Bear Lake Conservation District, October Park Advisory Commission, November Planning Commission
- B. Resolution not waiving the monetary limits on municipal tort liability
- C. Resolution renewing the final plat for Wildwood Rowhomes – 2502 County Road E
- D. Resolution approving an electrical inspection services agreement with Nykanen Inspections
- E. Resolution accepting restricted donations as established by Minnesota Statutes 465.03

5. VISITORS AND PRESENTATIONS

- A. Northeast Youth and Family Services Annual Report and Service Agreements
- B. Recognition of Councilmember Dan Jones by Former Elected Officials

6. PUBLIC HEARINGS

- A. 2024 Final Budget, Tax Levy, and Truth-in-Taxation Hearing

7. UNFINISHED BUSINESS

- A. Second reading of an ordinance adopting the 2024 fee schedule

8. NEW BUSINESS

- A. Cheri Court Addition Lot Split – 1788 Cheri Court
- B. 2024 Classification and Compensation Plan

9. DISCUSSION

None

10. COMMUNICATIONS FROM THE CITY MANAGER

11. ADJOURNMENT



**MINUTES
REGULAR MEETING OF THE CITY COUNCIL
OF THE CITY OF WHITE BEAR LAKE, MINNESOTA
TUESDAY, NOVEMBER 28, 2023
7 P.M. IN THE COUNCIL CHAMBERS**

1. CALL TO ORDER AND ROLL CALL

Mayor Dan Louismet called the meeting to order at 7 p.m. The City Clerk took attendance for Councilmembers Kevin Edberg, Steven Engstran, Heidi Hughes, Dan Jones and Bill Walsh. Staff in attendance were City Manager Lindy Crawford, Public Works Director/City Engineer Paul Kauppi, Community Development Director Jason Lindahl, City Clerk Caley Longendyke, and City Attorney Troy Gilchrist.

PLEDGE OF ALLEGIANCE

2. APPROVAL OF MINUTES

A. Minutes of the Regular City Council Meeting on November 14, 2023

It was moved by Councilmember **Engstran**, seconded by Councilmember **Edberg**, to approve the minutes. Motion carried 3-0. Councilmember Walsh and Councilmember Jones abstained.

3. APPROVAL OF THE AGENDA

Mayor Louismet reported that the resolution to approve updated polling places for the 2024 Presidential Primary Election has been moved from *Consent* to *New Business*. It was moved by Councilmember **Edberg**, seconded by Councilmember **Engstran**, to approve the agenda as amended. Motion carried unanimously.

4. CONSENT AGENDA

- A. ~~Resolution approving updated polling places for the 2024 Presidential Primary Election~~
Moved to New Business
- B. Resolution approving edible cannabinoid products license **Res. No. 13277**
- C. Resolution approving issuance of a massage therapy establishment license to Blooming Wellness Massage & Bodywork LLC **Res. No. 13278**
- D. Resolution authorizing on-sale intoxicating, Sunday and on-going extension liquor licenses for Foley Professional Golf Services LLC, new owners of Manitou Ridge Golf Course **Res. No. 13279**
- E. Resolution requesting the SCORE funding allocation and authorization for grant application submittal **Res. No. 13280**
- F. Resolution accepting donations for the Rotary Nature Preserve restoration project **Res. No. 13281**

It was moved by Councilmember **Jones**, seconded by Councilmember **Engstran**, to approve the consent agenda as amended. Motion carried unanimously.

5. VISITORS AND PRESENTATIONS

A. White Bear Lake Area Schools North Campus Roadway Improvements Update

Public Works Director/City Engineer Kauppi introduced Paul Aplikowski of Wold Architects and Engineers (Wold) to provide an overview of the White Bear Lake Area Schools (WBLAS) North Campus roadway improvements. Since the WBLAS bond referendum passed in November 2019, traffic studies have been conducted and roadway designs have been designed to help traffic flow around North Campus. In 2021, WBLAS was issued a conditional use permit, which included conditions involving improvement of roads. Wold has been consulting with Short Elliott Hendrickson, Inc. (SEH) on the road improvements. Aplikowski said the presentation is a preliminary design and that there is another scheduled neighborhood meeting.

Josh Breid of SEH presented the preliminary design. The design would widen Division Avenue to the west, into the school property, with turn lanes. Homeowners on the east side of Division Avenue wouldn't be impacted. Multiple turn lanes would bring drivers to different areas of the campus, such as student parking and parent drop-off. A median would be incorporated to provide a crossing between the school and the Center for the Arts property, and would also be considered a traffic calming device for drivers on Division Avenue. There is also a proposal to widen 8th Street to the north for through lanes in both directions with no parking on the north side of the street. A sidewalk is proposed from Bloom Avenue to Highway 61 on 8th Street. He discussed the changes at the intersection of 8th Street and the railroad crossing. Another change was modifying the median between 7th and 8th Streets on Highway 61, extending the northbound left turn lane onto 8th Street, which would eliminate the southbound left turn lane at 7th Street. At the intersection of 8th Street and Division Avenue, stop signs would be installed for a four-way stop. The representative provided an overview of next steps, including plansets, a public open house, agency approvals, bids and construction. Tentative plans show that construction would be completed by September 2024.

Councilmember Hughes sought clarification on the turn lane onto 7th Street being removed, and noted that people use the turn lane to access the gas station. Director Kauppi said the extended turn lane onto 8th Street is necessary based on the traffic study and the added pedestrian crossing at 7th Street will also help fulfill residents' desires, based on the preliminary findings in the Downtown Mobility and Parking Study, for safer crossings of Highway 61. Councilmember Walsh asked about the timeline for when Council will take additional action. Director Kauppi said Council will vote on the 8th Street construction in January or February 2024.

Councilmember Edberg asked how traffic would be impacted during construction. It would be estimated that there would a lane closed in both directions for about two to three weeks. Director Kauppi shared more information about WBLAS paying upfront for the costs of construction, but the City will have some ongoing expenses involving traffic signals and ongoing maintenance, like the new 8th Street sidewalk. Councilmember Hughes shared her concerns about the left turn lane onto 7th Street being removed, and concerns about vehicles detouring onto 8th Street into neighborhoods. Director Kauppi acknowledged the change in traffic patterns and believes cars will use 5th Street to get to the gas station. Mayor Louismet recognized Councilmember Hughes' concerns and would like to know more about the traffic study and how vehicles will be dispersed between 5th and 8th Streets. City Manager Crawford

added that these improvements will direct traffic to a city owned parking lot as well as help traffic generated by the Arts District.

6. PUBLIC HEARINGS

A. First reading of an ordinance establishing the 2024 Fee Schedule

City Manager Crawford introduced an ordinance establishing the 2024 Fee Schedule. City staff review fees and utility costs each year, ensuring fees cover personnel and operating costs for services. She summarized proposed changes to the Fee Schedule, including increases to business license fees, ambulance rates, water consumption rate and infrastructure fees, surface water fees and refuse and recycling fees.

City Manager Crawford explained that a second reading and adoption will occur at the December 12 Council meeting, then the 2024 Fee Schedule will go into effect on January 1. Mayor Louismet opened the public hearing at 7:38 p.m. There being no comment, the public hearing was closed. Mayor Louismet noted the drastic increase in some of the fees, but noted those fees haven't been adjusted in 20 years. City Manager Crawford said other cities have slowly incremented increases every year and the City of White Bear Lake's fees are drastically lower than other cities. She said the increases proposed for 2024 will not catch up the City with other comparable cities, but it is a start. Councilmember Edberg pointed out the rental increases for Pioneer Manor and requested more conversation about determining that increase. City Manager Crawford explained the increase is separate from paying off the building's bond and is necessary to cover high-expense maintenance items like carpet and elevator replacements.

7. UNFINISHED BUSINESS

Nothing scheduled.

8. NEW BUSINESS

A. Level Up Academy Performance Agreement

Community Development Director Lindahl introduced a performance agreement with Level Up Academy. The corresponding resolution would authorize the city manager to negotiate and enter into a performance agreement with SYH Level Up, LLC/Level Up Academy to secure completion of their site development and allow issuance of a final certificate of occupancy. Director Lindahl said Level Up Academy went through the development review and land use approval process in fall 2021, and was issued their building permits in early 2022. He explained they are in need of a final certificate of occupancy for their internal needs. With a few outstanding items before final completion, the City had issued a temporary certificate of occupancy, which no longer fits Level Up Academy's needs. City staff generated an agreement that documents the City's expectations for them to finalize the project in the next six months and will issue the final certificate of occupancy.

Councilmember Edberg made a comment about the traffic backup during pickup and drop-off and asked about traffic management. Director Lindahl said one similar comment was received

in the spring, but there haven't been any comments this fall. With Councilmember Edberg's comment, Director Lindahl said staff will monitor further.

It was moved by Councilmember **Jones**, seconded by Councilmember **Engstran**, to approve **Res. No. 13282** authorizing the city manager to negotiate and enter into a performance agreement with SYH Level Up, LLC/Level Up Academy to secure completion of their site development and allow issuance of a final certificate of occupancy. Motion carried unanimously.

B. Resolution approving updated polling places for the 2024 Presidential Primary Election

City Manager Crawford presented a resolution to approve an updated list of polling places for the 2024 Presidential Primary Election. At the August 8, 2023 regular meeting, the City Council approved the polling places for the March 5, 2024 Presidential Primary Election. With the anticipated construction of Sunrise Park Middle School and their unavailability to be a polling place for Ward 3 for the 2024 August Primary and 2024 November Presidential Election, Ramsey County, which administers the City's elections, worked with City staff to identify a new polling place for Ward 3. Parkview United Church of Christ was identified as the new polling place for Ward 3. Separately, St. Stephen Lutheran Church, a previous polling location for Ward 5, re-offered their building as a polling place for 2024 elections.

To create consistency for voters during all 2024 elections Ramsey County elections staff and City staff concluded it would best to amend the March 2024 Presidential Primary Election polling places to designate Parkview United Church of Christ and St. Stephen Lutheran Church as the polling places for Ward 3 and Ward 5, respectively, which keeps polling places the same for each ward between all 2024 elections. City Manager Crawford said there will be several methods of communications to inform residents.

Councilmember Walsh acknowledged that changing polling places from what they have typically been can cause confusion. He appreciated the communication plan. Councilmember Edberg asked recognized that Ward 4 is in a different location than previous elections. City Clerk Longendyke clarified that the polling location changes will create consistency for all 2024 elections.

It was moved by Councilmember **Walsh**, seconded by Councilmember **Jones**, to approve **Res. No. 13283** approving updated polling places for the 2024 Presidential Primary Election. Motion carried unanimously.

9. DISCUSSION

Nothing scheduled.

10. COMMUNICATIONS FROM THE CITY MANAGER

City Manager Crawford shared information on upcoming City meetings, including a Downtown Mobility and Parking Study committee meeting, a Zoning Code Update committee meeting, a Water Treatment Plant Tour for the Mayor and City Council and the upcoming truth-in-taxation Hearing and 2024 budget presentation at the December 12 Council meeting. For upcoming events, she shared information about

the GoodThings Café ribbon cutting, Share the Joy event for the Greater White Bear Lake Community Foundation, the Chamber of Commerce’s 100th Gala Celebration and Mainstreet’s Winterfest.

11. ADJOURNMENT

There being no further business before the Council, it was moved by Councilmember **Edberg**, seconded by Councilmember **Engstran**, to adjourn the regular meeting at 8:06 p.m. Motion carried unanimously.

Dan Louismet, Mayor

ATTEST:

Caley Longendyke, City Clerk



**MINUTES
ENVIRONMENTAL ADVISORY COMMISSION
OF THE CITY OF WHITE BEAR LAKE, MINNESOTA
WEDNESDAY, SEPTEMBER 20, 2023
6:30 P.M. IN THE CITY HALL CONFERENCE ROOM**

1. CALL TO ORDER AND ATTENDANCE

Chair Schroeher called the meeting to order at 6:41 p.m.

MEMBERS PRESENT: Sheryl Bolstad, Chris Frye, Chris Greene, Bonnie Greenleaf, Rick Johnston (Vice Chair), Jeff Luxford, Gary Schroeher (Chair)

MEMBERS ABSENT: None

STAFF PRESENT: Connie Taillon, Environmental Specialist

VISITORS PRESENT: None

2. APPROVAL OF AGENDA

The commission members reviewed the agenda and had no changes.

It was moved by member **Greenleaf** seconded by member **Johnston**, to approve the agenda as presented.

Motion carried 7:0.

3. APPROVAL OF THE MINUTES

A. Minutes of the Environmental Advisory Commission meeting on August 16, 2023.

The commission members reviewed the draft August 16, 2023 meeting minutes and had the following change: Item 5B, add “a native plant demonstration garden” at the end of the third paragraph.

It was moved by member **Luxford** seconded by member **Greene**, to approve the minutes of the August 16, 2023 meeting as amended.

Motion carried, 7:0.

4. VISITORS AND PRESENTATIONS

None

5. UNFINISHED BUSINESS

A. 2023 work plan – park visit reports

The commission members discussed how to present the findings from the park visits at the next joint meeting with the Parks Advisory Commission. Chair Schroeher suggested bulleted text descriptions of the park visit findings, and member Luxford mentioned

including images with the text in addition to the aerial map. Taillon asked the commission members to submit the write-up to her and she will compile them and include the aerial maps with the identified areas circled on the maps. She asked that any photos be included in the word document.

Member Frye noted that the commission should brainstorm possible questions that Council may ask about this project. The commission members responded that there are additional benefits of converting little-used lawn areas to native prairie such as reduced staff time, fuel costs, and fertilizer and chemical use. They also mentioned that restored areas are considered another type of 'use' for a park. Rotary Nature Preserve user counts in 2023 show that the trails, which wind through the natural areas, are a popular use. On a recent tour of the Blaine Wetland Sanctuary, Blaine staff stated that the wetland boardwalks and trails are an extremely popular amenity.

B. Budget (EAC shirts)

Commission members discussed purchasing polo shirts with the remaining budget, and narrowed down the colors to royal blue or clover green. The color and shirt sizes will be finalized at the October meeting. Member Greenleaf mentioned that the remaining 2023 budget or a portion of the 2024 budget could also be used to purchase buckthorn removal tools for residents.

6. NEW BUSINESS

A. Board and Commissions Recognition Banquet presentation

The commission members reviewed the 2022 banquet presentation and had the following changes:

Slide 2: Update terms.

Slide 3: Add 2023 statistics to the adopt-a-drain program. Taillon stated that the 2023 totals are not yet available but will add the 2022 results.

Slide 4: Remove slide.

Slide 5 and 6: Add 2023 Expo exhibitors and new photos.

Slide 7: Remove food scraps audit numbers.

Slide 8: Change to downtown parking and mobility study steering committee and add other community involvement such as the code update committee, recycling ambassador program, and RWMWD Citizen Advisory Committee.

Slide 9: Update pollinator map numbers and add Lakewood Hills raingarden.

Slide 10: Keep this slide (zero waste events).

Plus, add a new slide for the joint Parks Commission meeting and maps.

The commission members asked Taillon to revise the presentation and include this item on the October agenda for review.

B. Joint work session presentation

For the sake of time, the commission members asked Taillon to add this item to the October agenda.

C. 2024 draft work plan

For the sake of time, the commission members asked Taillon to add this item to the October agenda.

7. DISCUSSION

A. Staff updates

- NE Metro Climate Action September Program

Taillon noted that climatologist and meteorologist Mark Seeley will present "How Our Changing Climate is Impacting our Extreme Weather" at the NE Metro Climate Action September Program via Zoom on Wednesday, September 27th, at 7 pm. Member Greenleaf will try to attend.

- Oak Knoll Pond spent lime pilot project

Taillon stated that the spent lime project is on hold due to repairs at the Water Treatment Plant. The plant is scheduled up and running by the end of September if all goes well.

- Urban and Community Forestry Grants

Taillon stated that the City recently applied for two grants with the DNR to remove and replace boulevard ash trees. She will provide an update when the City hears back from the DNR. Member Greenleaf asked if the City has a recommended tree list. Taillon stated that the City does have a list, but it may need revising. Gary noted that Wild Ones has information on trees that are beneficial to wildlife. He will forward a link.

- Volunteer list

Taillon mentioned that she started a buckthorn removal volunteer list, which includes the Stillwater Natural Resources Technician and a two people that Taillon met at a VLAWMO event.

B. Commission member updates

- Downtown Mobility and Parking Study Steering Committee

Member Bolstad provided an update on the Downtown Mobility and Parking Study Steering Committee meeting held on August 23rd. There will be a total of 5 monthly meetings. Staff, consultants, citizens, and business owners were in attendance. The consultants showed a map of the project area, which is Banning Ave from 5th to 2nd street and one to two blocks west. A traffic data and parking study was completed. Maps were shown of the percentage of parking in different areas at various times of the day. She mentioned that EV charging stations and trees were discussed. There are plans for charging stations, but there is some resistance to the tree cover that the EAC

would like to see due to issues with underground utilities and tree maintenance. Member Bolstad pointed out the large trees near the hardware store, and the consultants stated that are aware of these trees. She brought up recycling containers at the meeting but there wasn't time to discuss this topic in detail. Once the study is completed, the consultants will report the results to City Council.

- County Road E & Bellaire Ave
(Figure 2 from the Terracon June 30, 2022 report was displayed at the meeting as part of Member Johnston's summary)

Member Johnston reported that he had reviewed reports provided by MPCA that were prepared by Terracon describing work they had conducted over the past few years for the MPCA at the subject intersection. This work was initially conducted to evaluate the presence of carbon tetrachloride (CCl₄) on and around the former Speedway/Super America (S/SA) property on the northwest corner of E. and Bellaire (2491 Co. Rd. E). The presence of the CCl₄ was identified during the previous investigation of the petroleum release on the site. The MPCA had concluded previously (2007) that the source of the CCl₄ was not from the S/SA site. The recent Terracon reports indicated that the CCl₄ was limited to the S/SA property, and therefore not from an off-site source.

The MPCA petroleum leaksite file on the S/SA site (as well as the petroleum leaksite files for the former gas stations on the other three corners of the subject intersection) were previously closed by MPCA. Closure does not necessarily mean the sites are clean, only that they do not pose a risk to human health or the environment from the petroleum releases under the site uses at the time of file closure. The petroleum file closure determination does not apply to non-petroleum contamination (such as the CCl₄) or if the site usage subsequently changes (say industrial/commercial usage to residential usage). In a letter from MPCA to S/SA, dated February 9, 2007, MPCA stated the following:

"Due to the high concentrations of volatile organic compounds in soil vapor at the Site, plans to occupy the existing building or to redevelop the Site should be accompanied by a vapor intrusion evaluation and/or installation of an appropriate vapor mitigation system."

The volatile organic compounds referenced in the italicized text above is the CCl₄. Member Johnston was unaware if such an evaluation or installation had been subsequently conducted or reported to MPCA, or whether the more recent Terracon work would change MPCA's 2007 requirement for such work.

The Terracon work did identify the presence of tetrachloroethylene (also known as perchloroethylene or PCE) in soil vapor on the southeast and southwest corners of the intersection. This includes on the former Pfeffer's Cleaners site on the SW corner

(2490 Co. Rd. E), on the commercial property at 3577 Bellaire just to the south of Pfeffer's Cleaners, and on the right-of-way on Bellaire Avenue adjacent to former Amoco/PetroWash (A/PW) gas station on the SE corner (2502 Co. Rd. E). Based on that work, Terracon reported that:

"Completion of VI mitigation activities is required at the 2490 Country Road E East and 3577 Bellaire Avenue buildings based on the reported detection of PCE in select sub-slab soil-gas samples at concentrations greater than 33 times its MPCA commercial/industrial ISV." (RJ note: VI = vapor intrusion)

And recommended that:

"VI mitigation activities should be verified as having been completed at the 2490 County Road E East commercial property and 3577 Bellaire commercial property."

Member Johnston was unaware of whether that recommendation was followed up on by MPCA.

Terracon work at the residential properties adjacent to the A/PW site (3578 Glen Oaks Avenue) and just southwest of the commercial property at 3577 Bellaire, south of Pfeffer's Cleaners (2465 Jensen Avenue), did not identify PCE or other VOCs in excess of 33 times their respective residential soil vapor criteria. No additional investigation or mitigation was recommended by Terracon for those residential properties.

A soil vapor sample collected on the Bellaire Avenue ROW adjacent to the A/PW site exceeded 33 times the residential soil vapor criteria, but not 33 times the industrial soil vapor criteria. Because the most recent A/PW site use was industrial, it is likely the reason that no further investigation or mitigation was recommended by Terracon. Terracon did not conduct any work on the A/PW site, so the PCE soil vapor concentrations between the ROW and the residential property at 3578 Glen Oaks Avenue to the east of the A/PW property are unknown. This would not appear to affect commercial redevelopment of the A/PW property, but should be evaluated if the A/PW site is redeveloped as residential property. Mitigation of these contaminants for structures would be similar to that for radon gas.

C. Do-outs

New do-out items for August 16, 2023 include:

- Members to email park visit notes in a word document to Taillon. Any photos should be saved within the document.
- Taillon to attach park visit word documents to each park map.
- Members to choose the size and color shirt by the October meeting.
- Taillon to revise Board and Commissions Recognition Banquet presentation slides for review at the October meeting.

- Taillon to highlight environmental related items from the zoning code for a future discussion.

8. ADJOURNMENT

There being no further business before the Commission, it was moved by member **Greenleaf** seconded by member **Bolstad** to adjourn the meeting at 8:56 p.m.

Motion carried, 7:0



**MINUTES
ENVIRONMENTAL ADVISORY COMMISSION
OF THE CITY OF WHITE BEAR LAKE, MINNESOTA
WEDNESDAY, OCTOBER 18, 2023
6:30 P.M. IN THE CITY HALL CONFERENCE ROOM**

1. CALL TO ORDER AND ATTENDANCE

Chair Schroeher called the meeting to order at 6:39 p.m.

MEMBERS PRESENT: Sheryl Bolstad, Chris Frye, Chris Greene, Bonnie Greenleaf, Rick Johnston (Vice Chair), Jeff Luxford, Gary Schroeher (Chair)

MEMBERS ABSENT: None

STAFF PRESENT: Connie Taillon, Environmental Specialist

VISITORS PRESENT: None

2. APPROVAL OF AGENDA

The commission members reviewed the agenda and had no changes.

It was moved by member **Greenleaf** seconded by member **Bolstad**, to approve the agenda as presented.

Motion carried 7:0.

3. APPROVAL OF THE MINUTES

A. Minutes of the Environmental Advisory Commission meeting on September 20, 2023. Member Johnston requested that the September meeting minutes be approved at the November meeting to provide time for him to submit a summary of his update on County Road E and Bellaire. Taillon will add the September 20, 2023 meeting minutes to the November agenda for approval.

4. VISITORS AND PRESENTATIONS

None

5. UNFINISHED BUSINESS

A. EAC shirts – *Action item*

Taillon stated that the remaining 2023 budget will cover the cost of 7 embroidered shirts. She requested that each commission member email their shirt size to her. She will order the shirts once she hears back from everyone. The commission members discussed color options and chose clover green.

It was moved by Chair Schroeher seconded by member Johnston to authorize Taillon to order 7 embroidered shirts with the City bear logo and 'Environmental Advisory Commission' text from the 2023 EAC budget not to exceed \$163.40.

Motion carried 7:0.

B. Board and Commissions Recognition Banquet presentation

The commission members reviewed the 2022 Board and Commissions Recognition Banquet EAC presentation and updated the following slides for the 2023 presentation:

- On the Expo slides, add that the League of Women Voters exhibit focused on their environmental initiatives.
- Taillon will coordinate the park restoration slide with Andy.
- Members added an EAC community involvement slide. Member Bolstad will email an image to Taillon from the downtown mobility and parking study steering committee presentation for inclusion on this slide.
- Keep ongoing program slides in presentation (adopt a drain, pollinator map, food scraps recycling, Zero Waste Events policy).

6. NEW BUSINESS

A. Joint work session presentation

The commission members brainstormed topics to discuss at the joint workshop with City Council. Member Frye suggested discussion regarding electric equipment commitments and expanding on the native landscapes code. Member Bolstad would like to discuss increasing tree planting in the downtown area and supporting infrastructure to grow healthy trees. Member Frye mentioned that the EAC consider asking for concrete projects and for support of these projects. Member Greenleaf stated that Chair Schroeher did a great job at last year's joint work session and that she hopes that all Council members are able to attend this year.

B. 2024 Draft Work Plan

The commission members asked Taillon to include the draft 2024 Work Plan to the November meeting.

7. DISCUSSION

A. Staff updates

Taillon mentioned that she and Sadie from the Parks Department gave a presentation to Rotary Club at Rotary Nature Preserve last week. The presentation described the restoration projects and partnerships. After the presentation, Taillon led a tour of the restoration areas.

B. Commission member updates

Member Bolstad provided an update on the downtown mobility and parking study steering committee meeting held on October 11, 2023. The study indicated that parking is not a serious issue as long as people are willing to walk one or two blocks. The planning team presented slides on mobility options such as one-way streets and increasing pedestrian flow. One option under consideration is to turn one block of 3rd Street into a pedestrian walkway. For Clark Ave at the farmers Market, duplicate what is

South of 2nd Street and put north of 2nd Street. The Farmers Market could be on the pedestrian walkway.

Member Frye stated that the next zoning code update community advisory committee meeting is scheduled for December 5, 2023.

C. Do-outs

New do-out items for October 18, 2023 include:

- Members to email Taillon their shirt sizes.
- Taillon to update recognition banquet presentation slides and consult with Andy on the parks restoration slide.
- Members to brainstorm topics for discussion at the joint work session, and finalize at November meeting

D. November agenda

Commission members asked Taillon to add the joint work session presentation and draft 2024 work plan to the November agenda.

8. ADJOURNMENT

There being no further business before the Commission, it was moved by member **Greene** seconded by member **Greenleaf** to adjourn the meeting at 8:54 p.m.

Motion carried, 7:0



White Bear Lake Conservation District

Regular Board Meeting Minutes

Oct 17, 2023, 7:00 p.m., White Bear Lake City Hall Council Chambers

(6:00 pm LUC meeting)

1. **Roll Call/Quorum** – Present: Chair Bryan DeSmet, Vice Chair Meredith Walburg, Treasurer Mike Parenteau, Mark Ganz, Chris Churchill, Scott Costello, Darren DeYoung, Diane Longville, Mark Wisniewski, and Alan Kantrud. Absent: Susie Mahoney. A quorum was present.
2. **Call to Order** – The meeting was called to order at 7:04 pm by Bryan DeSmet.
3. **Approval of Agenda** – Motion to approve the agenda was made by Mike Parenteau, seconded and passed.
4. **Approval of Previous Board Meeting Minutes** – Motion to approve the Sept. 19, 2023 meeting minutes was made by Mike Parenteau, seconded and passed.
5. **Public Comments** – none
6. **New Business**
 - LMC liability coverage - approval to not waive the statutory tort limits – Motion to approve not waiving the statutory tort limits of LMC liability insurance coverage was made by Diane Longville, seconded and passed.
 - 2024 Form 5 permit applications correction – Motion to remove the ‘public dock and mooring fee’ from 2024 Form 5 permit applications and 2024 license fee schedule was made by Chris Churchill, seconded and passed. Churchill stated the LUC would review the license fee schedule.
 - 2024 Lake use study RFB draft - Meredith Walburg, Mark Wisniewski, and Alex Schwartz put together a draft proposal for a lake use study to be conducted during summer 2024. Request for proposals will be solicited for the study, and will include surveys for homeowners and lakeshore owners. When asked if winter data might be useful, Walburg stated that winter questions will be on the homeowner and lakeshore owner surveys. Another survey question was suggested in regard to how zebra mussels have impacted homeowners.

The Board is tasked to review the draft prior to the November Board meeting, and send any comments to Cheri to include in a final proposal to be presented for approval at the meeting. Once approved, a request for proposal will be sent out, with bids received in December for review in January or February.

- Buoy placement and map – Meredith Walburg stated that a buoy map is being created to make lake users aware of the location of buoys, and will be published on social media, website, and the White Bear Press, or *The Laker*. The timing of buoy placement, and who will do the work to place and monitor them next year was also discussed with suggestions to put buoys in around May 1 and take out around Oct. 15, and to also note that on the buoy map. Mark Ganz suggested an article about buoys and their meaning. The buoy map would be updated and approved every year. Work on the map and placement will continue through the winter.
- City of WBL – Lion’s Park and Veteran’s Park fishing pier permit applications – Bryan DeSmet stated that the fishing piers in Commercial Bay are basically permanent

structures, and rather than having owners apply for a permit every year, the Conservation District should consider them permanent.

Motion to approve established public piers, specifically Lions Park and Veteran's Memorial Park, as permanent structures, was seconded and passed. As permanent structures, they will no longer need to submit annual permit applications, unless there is intent to make changes to the permitted structure(s). Also, the responsibility for inspection of the structures belongs to the owner of the pier. It was noted that the DNR is the owner of the Lion's Park pier, but has an operating agreement with the City of WBL. Cheri will send a letter to the City of WBL regarding this.

- Aeration regulation – Meredith Walburg stated that the WBLCD bylaws require regulation of aeration on the Lake, and is developing procedures for regular monitoring. There are two DNR permits for ice control on the Lake. Cheri will get a copy of the permits for Walburg to review, and create a simple form to track aeration users. Aeration would be a topic for the last *Laker* issue.

7. Unfinished Business

- VFW-EAW 2nd draft review Board comments – The Board put together a page of comments on the 2nd draft of the EAW, however it was discovered that the submitted draft was incomplete (only the 1st page of each double-sided page was copied). The complete 2nd draft VFW-EAW was just received and Cheri will send a copy for the Board to review. Motion to approve the 2nd draft Board comments in the packet, and send to the applicant was made by Bryan DeSmet, second and passed. The Board will review the missing pages that were received, and send comments to Cheri by Oct. 24. She will incorporate any comments to the previous Board comments and send to the applicant by Oct. 26.

8. Reports/Action Items

- **Executive Committee** – A meeting was held with DNR East Metro hydrologist, Dan Scollan, regarding how the WBLCD and the DNR could work more closely together with permit procedures. It was suggested that the DNR would still regulate the number of slips, and other standard provisions, giving the WBLCD flexibility in permitting dock lengths and dock configurations. Ideally, the DNR permit would be general enough to give the WBLCD flexibility in permitting as long as the number of DNR approved slips is not exceed. Scollan was open to that approach, and asked that a copy of the dock configuration that is approved with the permit be sent to the DNR for its files.

The committee also discussed the lake study proposal, buoy monitoring during the boating season, VFW-EAW, aeration for ice control, and ordinance review work.

- **Lake Quality Committee** – Mike Parenteau
 - Lake level – The lake level today is 922.24', three inches more than last month.
 - Lake temperature – The lake temperature today is 54°F.
 - Phragmites and EWM Treatment – Phragmites treatment was completed on Oct. 11, and we'll find out next spring how effective it was. Steve McComas will present on the EWM survey and treatment at the November Board meeting.
- **Lake Utilization Committee** – Mark Ganz
 - Snyder Bay Beach Club – Motion to approve their 2024 noncommercial dock permit application was made by Mark Ganz, seconded and passed with Scott Costello abstaining. The permit application is identical to last year.
 - Redpath Wolgamot water Ski Courses – The 2024 ski course permit application was tabled to look into the need for slalom/buoy permits from Ramsey and Washington Counties. Cheri and Alan will research and inform the applicant.
 - Manitou Island Association – The 2024 swim buoys/floats permit application was tabled to look into the need for swim buoy permits from Ramsey County. Alan will research and Cheri will inform the applicant.

- **Lake Education Committee**

- Educational outreach update – Scott Costello stated that copy for the winter issue of *The Laker* (the last issue in our contract with White Bear Press), will be submitted by the WBLCD by the Nov. 30 deadline.
- Social media update – Meredith Walburg will post an invitation on social media to the McComas presentation in November, and lake temperature and level.

9. Treasurer's Reports

- October Treasurer's Report – Motion to approve debit card 16 and 17, and checks 4901 to 4908 was made by Mike Parenteau, seconded and passed.
- HEPA filter and dehumidifier – Motion to approve the purchase of a HEPA filter air purifier and dehumidifier to help control moisture issues in the basement office was made by Bryan DeSmet, seconded and passed. Cheri will research and purchase.

10. Board Council Report

- Your Boat Club contacted Alan Kantrud offering to donate their services to install and remove shallow water buoys during the boating season. Mike Parenteau stated that they did a good job, and Alan will call them tomorrow to have them remove the buoys. Their services will be considered for next year.
- Water patrol activity has been quiet, and Sgt. Jeremy Bolen is the new head of the patrol. Cheri will remind Ramsey County to send their invoice.

11. Announcements

- Cheri thanked everyone who helped move furniture and got rid of old stuff in the office to get ready for the carpet installation. However, the installation was cancelled due to water entering the basement. The City of WBL is looking into the issue. A new installation date will be rescheduled, leaving an uncarpeted space near the wall for the City to do repairs.
- The next Board meeting will be held on Tues., Nov. 21.

12. Adjournment – Motion to adjourn at 8:10 pm was made by Mark Ganz, seconded and passed.

ATTEST:

Bryan DeSmet, Chair *Bryan DeSmet* Date 11-21-2023
Cheri Howe, Administrator *Cheri Howe* Date 11/21/2023



**MINUTES
PARK ADVISORY COMMISSION
CITY OF WHITE BEAR LAKE, MINNESOTA
THURSDAY, OCTOBER 19, 2023
6:30 P.M. AT CITY HALL CONFERENCE ROOM
AT 4701 HWY 61 NORTH**

1. CALL TO ORDER AND ATTENDANCE

Chair Bill Ganzlin called the meeting to order at 6:30 p.m.

MEMBERS PRESENT: Bryan Belisle, Mark Cermak, Ginny Davis, Bill Ganzlin, and Mike Shepard

MEMBERS ABSENT: Victoria Biehn, Anastacia Davis

STAFF PRESENT: Andy Wietrecki, Parks Working Foreman; Paul Kauppi, Public Works Director/City Engineer

VISITORS PRESENT: Jackie Lundy and Steve of the White Bear Lake Pickleball Club

2. APPROVAL OF AGENDA

It was moved by member **Mark Cermak** seconded by member **Ginny Davis**, to approve the agenda as presented.

Motion carried, 5:0.

3. APPROVAL OF THE MINUTES

Minutes of September 21, 2023

It was moved by member **Bryan Belisle** seconded by member **Ginny Davis**, to approve the minutes of the September 21, 2023 meeting.

Motion carried, 5:0.

4. VISITORS AND PRESENTATIONS

Jackie Lundy, who serves as the White Bear Lake Pickleball Club organizer, came to present to the Park Advisory Commission the need for pickleball courts in our community. There are 207 members currently enrolled in the White Bear Lake Pickleball Club that is organized through the WBL Senior Center. Jackie shared some stats of other communities who are building courts and some of the cities that already have courts available for play. There are currently no courts other than the school district and private courts available within our community. Jackie mentioned one of the biggest hurdles the club has is the lack of access to the school district courts during the school year. The courts are being utilized by the school district both before and after school during the school year.

Paul Kauppi asked what the size difference is between a tennis court and a pickleball court. Pickleball courts are much smaller. Four pickleball courts can be fit into the same space as two tennis courts. Steve also advised the Commission that dedicated pickleball nets are important because the nets sit 2 inches

lower than a tennis court net and are only one foot outside the court lines. Shared courts use tennis nets and those nets are 16 feet longer than a pickleball net creating issues with adhering to the rules of pickleball.

Paul Kauppi asked what it means to be a member of the White Bear Lake Pickleball Club. Jackie explained that it gives a person access to indoor/outdoor facilities to play on. The Club also supplies the balls, paddles, and offers classes to individuals that are just learning to play or looking to improve their skills.

Jackie listed the different parks the Club has looked at as possible locations that would work great for new courts to be added. The Club came up with quite a few possible locations but logistically they thought that Stellmacher and Bossard Park offered the best locations. Bryan Belisle mentioned the courts at Sunrise Middle School and suggested those courts might have more availability once the school projects are completed. Sunrise Middle School also offers more parking than any of the City parks. Bryan suggested creating a partnership with the school district to create new courts on their property since the City doesn't have many options available for the new infrastructure and parking is lacking at most City parks. Andy agreed with Bryan and believes it makes more sense for new courts to be added to Sunrise Middle School as there is plenty of open space available to add a number of new courts. The City parks may have open areas but many of them also have filtration infrastructure that cannot be built upon.

Bryan asked if there were any indoor courts. Jackie advised the Commission that indoor courts are limited and currently they only have access to the gym at Lincoln Elementary 3 days a week. The only options outside of Lincoln Elementary are private clubs like Lifetime Fitness. The school district currently has 17 dual courts which is meant for both tennis and pickleball but none dedicated to only pickleball. Andy asked what a reasonable number of dedicated courts would be and both Steve and Jackie both thought 10 dedicated courts would be a great number to satisfy the needs of the club.

Paul questioned how the Club scheduled their events and how do they get along with non-members or other residents who show up to play. Steve provided examples of how other community's schedule play but for the most part they welcome others to join in and play with them. Some communities have one or two non-club use courts. If someone shows up, the Club must leave or give non-members first dibs on the courts. Some communities only schedule club events on specific courts. Steve also addressed the noise that the game creates and to date there have no reported complaints to the White Bear Lake School District from any of their current court locations.

Andy asked about a reasonable time frame the Club would like to see new courts added to the community. Jackie and Steve both thought three years would be a great goal to work towards. They recommended that the City look into grants that are available through the DNR for new amenities such as pickleball courts. Based on the City's current capital improvement plan, park improvement funds are already designated out to 2029. The City would be looking at 2030-2032 to add a major project to the City's plans.

Andy suggested starting a fundraiser to help fund this major project as many of the sports associations do to help improve the fields they utilize. The White Bear Lake Lions Club, for examples, donated over \$400,000 for purchase and construction of the City's first All Abilities Playground at Lakewood Hills Park.

5. UNFINISHED BUSINESS

January Workshop Strategic Planning

Due to the length of the pickleball presentation, the Commission postponed the January workshop planning to their next meeting.

6. NEW BUSINESS

Nothing scheduled

7. DISCUSSION

A. Staff updates

Andy Wieteki reminded the Commission to attend the Volunteer Recognition Banquet on November 1st.

The City signed an agreement to develop three park sign concepts. Once the concepts are delivered, Andy will bring them to the Commission for input and ideas.

B. Commission member updates

None.

8. ADJOURNMENT

There being no further business before the Commission, it was moved by member **Mark Cermak** seconded by member **Mike Shepard** to adjourn the meeting.

Motion carried, 5:0



**MINUTES
PLANNING COMMISSION MEETING
OF THE CITY OF WHITE BEAR LAKE, MINNESOTA
MONDAY, NOVEMBER 27, 2023
7:00 P.M. IN THE COUNCIL CHAMBERS**

1. CALL TO ORDER AND ATTENDANCE

MEMBERS PRESENT: Mark Lynch, Mike Amundsen, Andrea West, Ken Baltzer, Scott Bill
MEMBERS ABSENT: Pam Enz, Jim Berry
STAFF PRESENT: Jason Lindahl, Community Development Director; Ashton Miller, City Planner; Shea Lawrence, Planning Technician
OTHERS PRESENT: none

2. APPROVAL OF AGENDA

It was moved by Member **Baltzer** and seconded by Member **Lynch** to approve the agenda as presented.

Motion carried, 5:0.

3. APPROVAL OF THE MINUTES

A. Minutes of October 30, 2023

It was moved by Member **Bill** and seconded by Member **West** to approve the minutes of October 30, 2023.

Motion carried, 5:0.

4. CASE ITEMS

A. **Case No. 23-28-Z:** A City-initiated text amendment to Zoning Code section 1301.040 to allow passage of proposed amendments by a majority vote of the City Council.

Shea Lawrence, Planning Technician, discussed the case. Staff recommended approval of the City Initiated text amendment.

Member Amundsen asked if the city attorney recommended the change based on any recent activity or pushback. Community Development Director Lindahl provided a brief history on state statute as it compared to the city charter. He explained that when state statute required a four-fifths vote, it was acceptable that the zoning code did not align with the city charter, but since state statute has been amended to eliminate the super majority requirement, the zoning code must be updated to align with the city charter.

Lindahl emphasized that this is a house keeping item that came up as a result of the city's overall zoning code update. It was the city attorney's opinion that this item should not wait for the completion of the zoning code update, which is why staff has brought it forward as a standalone amendment.

Member Amundsen opened the public hearing. As there was nobody in the audience, Member Amundsen closed the public hearing.

It was moved by Member **Bill** to approve Case No. 23-28-Z, seconded by Member **Baltzer**.

Motion carried, 5:0

5. DISCUSSION ITEMS

A. City Council Meeting Update

Lindahl provided an overview of the previous City Council meeting, which included approval of the Gun Club conditional use permit. City Council also heard presentations on the progress of the Downtown Mobility and Parking Study and the Housing Community Survey that was completed over the summer and fall. Lindahl also updated the Planning Commission on upcoming meetings for City Council, Planning Commission and the Zoning Code update.

Lindahl extended congratulations to Member West who recently won the open City Council election seat.

6. ADJOURNMENT

There being no further business before the Commission, it was moved by Member **Baltzer** seconded by Member **West** to adjourn the meeting at 7:17 p.m. Motion carried 5:0.



City of White Bear Lake
Finance Department

MEMORANDUM

To: Lindy Crawford, City Manager
From: Kerri Kindsvater, Finance Director
Date: December 12, 2023
Subject: **Municipal Tort Liability Limits**

SUMMARY

The City Council will consider adopting a resolution not to waive the statutory limits set by Minnesota Statutes.

BACKGROUND INFORMATION

Minnesota Statute Section 466.04 caps municipal tort liability at a maximum of \$500,000 for any individual and \$1.5 million per occurrence in which the statutory tort limits apply. These limits apply whether the claim is against the city, an individual officer or employee, or both.

Cities obtaining liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must decide whether or not to waive the statutory tort liability limits to the extent of the coverage purchased.

The City's insurance coverage through the LMCIT provides a standard limit of \$2 million per occurrence with annual aggregate amounts that limit the total amount of coverage for the year regardless of the number of claims for certain specific risks. A \$3 million aggregate limit applies to claims involving failure to supply utility services, data security breaches, and limited contamination issues.

The coverage limits provided through the LMCIT policy are higher than the statutory limits to recognize that some types of liability claims are not subject to the statutory tort caps and that contracts typically require more coverage than the statutory limit, with \$2 million being the common figure.

If a City chooses not to waive the statutory limits, the statutes limit liability at the amounts listed above, no more than \$500,000 per claimant and \$1.5 million per occurrence. The higher coverage limit of \$2 million only applies to those types of claims not covered by the statutory limit. Exceptions to the statutory tort caps are situations such as claims under federal civil rights laws, claims of tort liability that the city assumed by contract, claims for actions in another state, claims based on liquor sales, and claims challenging land use regulations.

If the City chooses to waive the statutory limits, any claimant could recover up to the \$2 million

insurance policy coverage amount, or higher if the city purchases excess liability coverage. Waiving the statutory liability limits does not give the city better insurance protection it only grants a better benefit to the party making the liability claim against the city. Because the waiver increases the exposure to higher claim costs, the premium is higher for coverage if the statutory limits are waived.

The LMCIT does offer excess liability insurance that provides umbrella coverage for instances where a City might need coverage greater than \$2 million. Example situations are: claims not limited by statutory tort caps, a loss or claim in one of the areas when there might not be enough aggregate limit to cover the city's full exposure if a second similar event occurs within the same year, contracts may require higher coverage limits, more than one political subdivision is covered by the one policy. The City has not purchased excess liability insurance coverage in previous years since there have not been situations where claims have exceeded the statutory limit during a year and the extra premium charge was not cost effective.

The City's Housing Redevelopment Authority (HRA) is a separate political subdivision. The HRA maintains its own general liability policy due, in part, to the independent nature of its activities, and the potential of a civil action against both the City and HRA. Therefore, the HRA will review this same matter at their upcoming meeting.

RECOMMENDATION

Staff recommends the City Council adopt the attached resolution not to waive the statutory limits set by the Minnesota Statutes.

This decision remains consistent with prior years' coverages and provides statutory tort liability payment limit of \$500,000 to individual claimants and \$1,500,000 to all claimants for a single occurrence claim against the City.

ATTACHMENTS

Resolution

RESOLUTION NO.

**RESOLUTION NOT WAIVING THE MONETARY LIMITS ON MUNICIPAL TORT LIABILITY
ESTABLISHED BY MINNESOTA STATUTES 466.04**

WHEREAS, Minnesota Statutes 466.04 caps municipal tort liability to a maximum of \$500,000 per claimant on any claim to which the statutory tort limits apply; and

WHEREAS, Minnesota Statutes 466.04 caps the municipal tort liability to a maximum of \$1,500,000 for the total claimants for a single occurrence to which the statutory tort limits apply.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of White Bear Lake that the City does not waive the statutory liability limits for the Fiscal Year January 1, 2024 – December 31, 2024:

The foregoing resolution, offered by Councilmember Jones and supported by Councilmember Engstran, was declared carried on the following vote:

Ayes:

Nays:

Passed:

Dan Louismet, Mayor

ATTEST:

Caley Longendyke, City Clerk



City of White Bear Lake
Community Development Department

M E M O R A N D U M

TO: Lindy Crawford, City Manager
FROM: Jason Lindahl AICP, Community Development Director
DATE: December 12, 2023
SUBJECT: **Wildwood Rowhomes Final Plat Renewal, 2502 County Road E - Case No. 23-31**

SUMMARY

The applicant, Element Design-Build, requests renewal of the Wildwood Rowhomes Addition final plat. Renewal of the final plat is necessary because the original condition of approval to record the final plat within 100 days of City Council approval expired. Should the City Council approve renewal of the final plat, it would remain subject all the terms and conditions of the original approvals and the applicant would be granted an additional 100 days to record the final plat.

GENERAL INFORMATION

Applicant/Owner: Ryan McKilligan, Element Design-Build

Existing Land Use/
Zoning: Vacant Commercial Gas Station/ R-5, Single Family – Two Family Medium Density Residential

Surrounding Land
Use /Zoning: North and West - Commercial, South & East - Low Density Residential/
North – B-3, Auto Oriented Business, West – B-2, Limited Business, South & East – R-3, Single Family Residential

Comprehensive Plan: North and West - Neighborhood Mixed Use, South & East - Low Density Residential

Lot Size & Width: Current Zoning - B-3, Auto Oriented Business: None & 100'
Requested Zoning – R-5, Single Family – Two Family Medium Density Residential:
5,000 Sq. Ft./Unit & 100'

BACKGROUND INFORMATION

In July of 2023, the City Council approved the preliminary and final plats for Wildwood Rowhomes Addition. Those approvals allowed subdivision of the property into 9 for sale, 2.5-story townhome units.

While the preliminary plat approval lasts for one year, a condition of final plat approval required the applicant to record the final plat with Ramsey County within 100 days of City Council approval. Since the 100-day time period for the final plat has expired but we are still within the one year limit of the

preliminary plat, the applicant has requested to renew the final plat. Staff is agreeable to renewing the final plat based on the finding that it is within the one year time period of the preliminary plat and the final plat remains consistent with the preliminary plat and all other terms and conditions of the original approvals.

RECOMMENDATION

Staff recommends the City Council adopt a resolution renewing the Wildwood Rowhomes final plat, subject to:

1. Conformance with all requirements of the preliminary plat.
2. Conformance with all requirements of the original final plat.
3. Conformance with all requirements of the rezoning.
4. Conformance with all requirements of the planned unit development (PUD).

ATTACHMENTS

Resolution

Final Plat

RESOLUTION NO.

**RESOLUTION RENEWING THE WILDWOOD ROWHOMES FINAL PLAT
WITHIN THE CITY OF WHITE BEAR LAKE, MINNESOTA**

WHEREAS, Element Design-Build has requested renewal of the Wildwood Rowhomes final plat, per City Code Section 1401, at the following location:

LOCATION: 2502 County Road E PID (363022120027)

WHEREAS, the preliminary and final plats were approved through Resolution 13219 on July 25, 2023, and

WHEREAS, the preliminary plat approval is good for one year but a condition of approval for the final plat required the final plat to be recorded within 100 days of the original City Council approval, and

WHEREAS, the final plat remains consistent with the preliminary plat.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of White Bear Lake renews the Wildwood Rowhomes final plat, subject to the following conditions:

1. Conformance with all requirements of the preliminary plat.
2. Conformance with all requirements of the original final plat.
3. Conformance with all requirements of the rezoning.
4. Conformance with all requirements of the planned unit development (PUD).

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes:

Nays:

Passed:

Dan Louismet, Mayor

ATTEST:

Caley Longendyke, City Clerk

WILDWOOD ROWHOMES

KNOW ALL MEN BY THESE PRESENTS: That Woypoints Equity Investments, LLC, a Minnesota limited liability company, and Element Design-Build LLC, a Minnesota limited liability company, owners of the following described property situated in White Bear Lake, Ramsey County, Minnesota:

The West 183 feet of the North 233 feet of the Northwest Quarter of Section 36, Township 30, Range 22;

EXCEPT that part of the West 183 feet of the North 233 feet of the Northwest Quarter of Section 36, Township 30 North, Range 22 West, Ramsey, Minnesota, described as follows:

From the center of said Section 36, run Northerly along the North and South Quarter Line of said Section 36 on an azimuth of 359 degrees 23 minutes 51 seconds (azimuth oriented to Minnesota State Plane Coordinate System) for 2577.02 feet to Right of Way Boundary Corner B 809 as shown on Minnesota Department of Transportation Right of Way Plot No. 62-9 as the same is on file and of record in the office of the County Recorder in and for said county; thence on an azimuth of 89 degrees 23 minutes 51 seconds along the boundary of said plot for 33 feet to Right of Way Boundary Corner B 808; thence on an azimuth of 270 degrees 00 minutes 00 seconds along the boundary of said plot for 4.77 feet to the point of beginning of Tract A to be described; thence continue on an azimuth of 359 degrees 23 minutes 51 seconds along the boundary of said plot for 150 feet to Right of Way Boundary Corner B 30; thence on an azimuth of 44 degrees 09 minutes 58 seconds along the boundary of said plot for 7.10 feet to Right of Way Boundary Corner B 29; thence on an azimuth of 88 degrees 06 seconds along the boundary of said plot for 3 feet; thence on an azimuth of 230 degrees 01 minutes 30 seconds for 10.35 feet to the point of beginning.

ALSO EXCEPT that part of the Northwest Quarter of the Northeast Quarter of Section 36, Township 30 North, Range 22 West, Range 22 West, Ramsey County, Minnesota, as shown on Minnesota Department of Transportation Right of Way Plot No. 62-9 as the same is on file and of record in the office of the County Recorder in and for Ramsey County, Minnesota.

Have caused the same to be surveyed and platted as WILDWOOD ROWHOMES and do hereby dedicate to the public for public use the public ways and the drainage and utility easements as created herewithin.

In witness whereof said Woypoints Equity Investments, LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper officer this _____ day of _____, 202____.

Signed: Woypoints Equity Investments, LLC

Chief Manager

STATE OF MINNESOTA

COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 202____, by _____, Chief Manager of Woypoints Equity Investment, LLC, a Minnesota limited liability Company, on behalf of said company.

Notary Public, _____ County, Minnesota
My Commission Expires _____

In witness whereof said Element Design-Build LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper officer this _____ day of _____, 202____.

Signed: Element Design-Build LLC

Chief Manager

STATE OF MINNESOTA

COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 202____, by _____, Chief Manager of Element Design-Build LLC, a Minnesota limited liability company on behalf of said company.

Notary Public, _____ County, Minnesota
My Commission Expires _____

I, Ryan M. Peterson, Professional Land Surveyor, do hereby certify that I have surveyed or directly supervised the survey of the property described on this plat; prepared this plat or directly supervised the preparation of this plat; 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 correctly set; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of the surveyor's certification are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this _____ day of _____, 202____.

Ryan M. Peterson, Professional Land Surveyor
Minnesota License No. 60424

STATE OF MINNESOTA

COUNTY OF _____

The foregoing Surveyor's Certificate was acknowledged before me this _____ day of _____, 202____, by Ryan M. Peterson, a Licensed Land Surveyor.

Notary Public, _____ County, Minnesota
My Commission Expires _____

City of White Bear Lake

We do hereby certify that on the _____ day of _____, 202____, the City Council of the City of White Bear Lake, Minnesota, approved this plat.

City Clerk

Mayor

Property Tax, Records and Election Services Department

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 202____ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this _____ day of _____, 202____.

Ramsey County Auditor/Treasurer

By _____ Deputy

County Recorder, County of Ramsey, State of Minnesota

I hereby certify that this plat of WILDWOOD ROWHOMES was filed in the office of the County Recorder for public record on this _____ day of _____, 202____, at _____ o'clock _____ M. and was duly filed in Book _____ of Plats, Page _____ as Document Number _____.

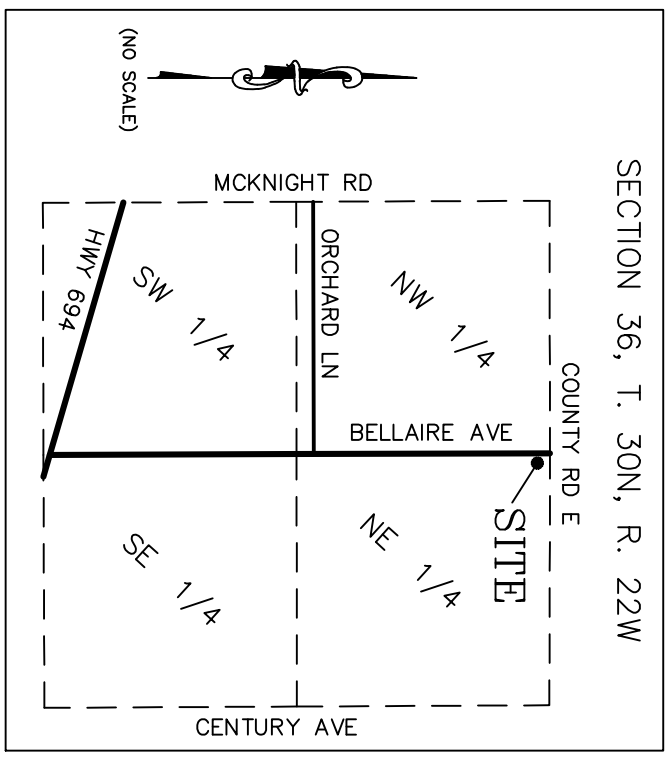
Deputy County Recorder

County Surveyor

Pursuant to Minnesota Statutes, Section 383A.42, this plat is approved this _____ day of _____, 202____.

Daniel D. Boar, LS
Ramsey County Surveyor

VICINITY MAP



SECTION 36, T. 30N., R. 22W
COUNTY RD. E
ORCHARD LN.
BELLEAIRE AVE
CENTURY AVE
HWY 89A

WILDWOOD ROWHOMES

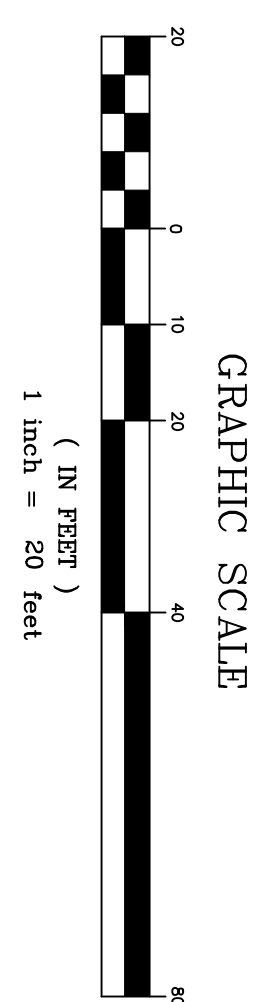
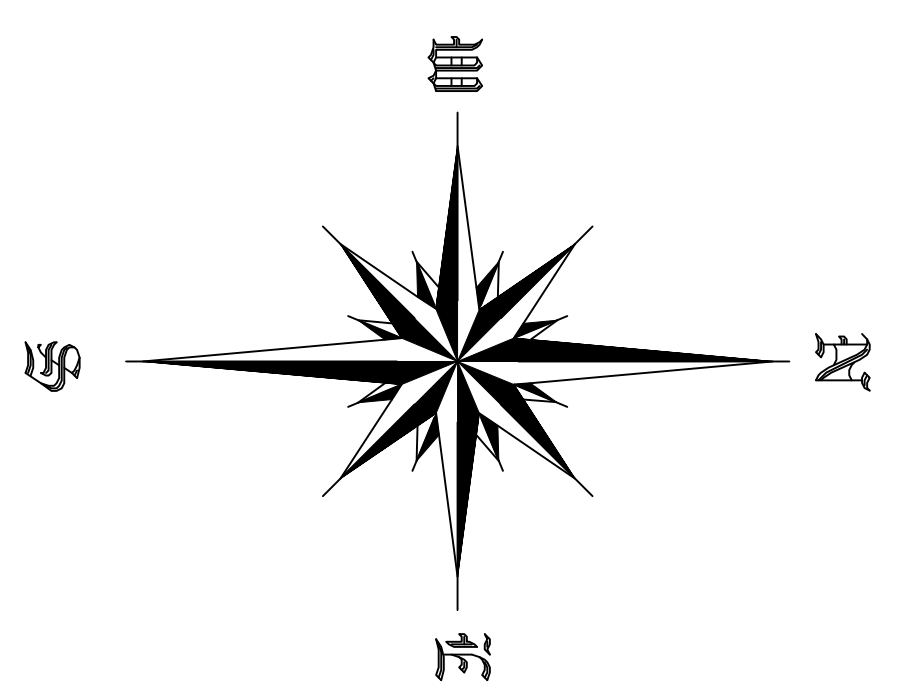
COUNTY ROAD E (CSAH NO. 244)
FORMERLY TRUNK HWY NO. 244
MINNESOTA DEPARTMENT OF TRANSPORTATION
183.01
89° 21' 39" E

RIGHT OF WAY PLAT NO. 62-9
COUNTY ROAD E (CSAH NO. 244)

EXCEPTION

DETAIL

NOT TO SCALE

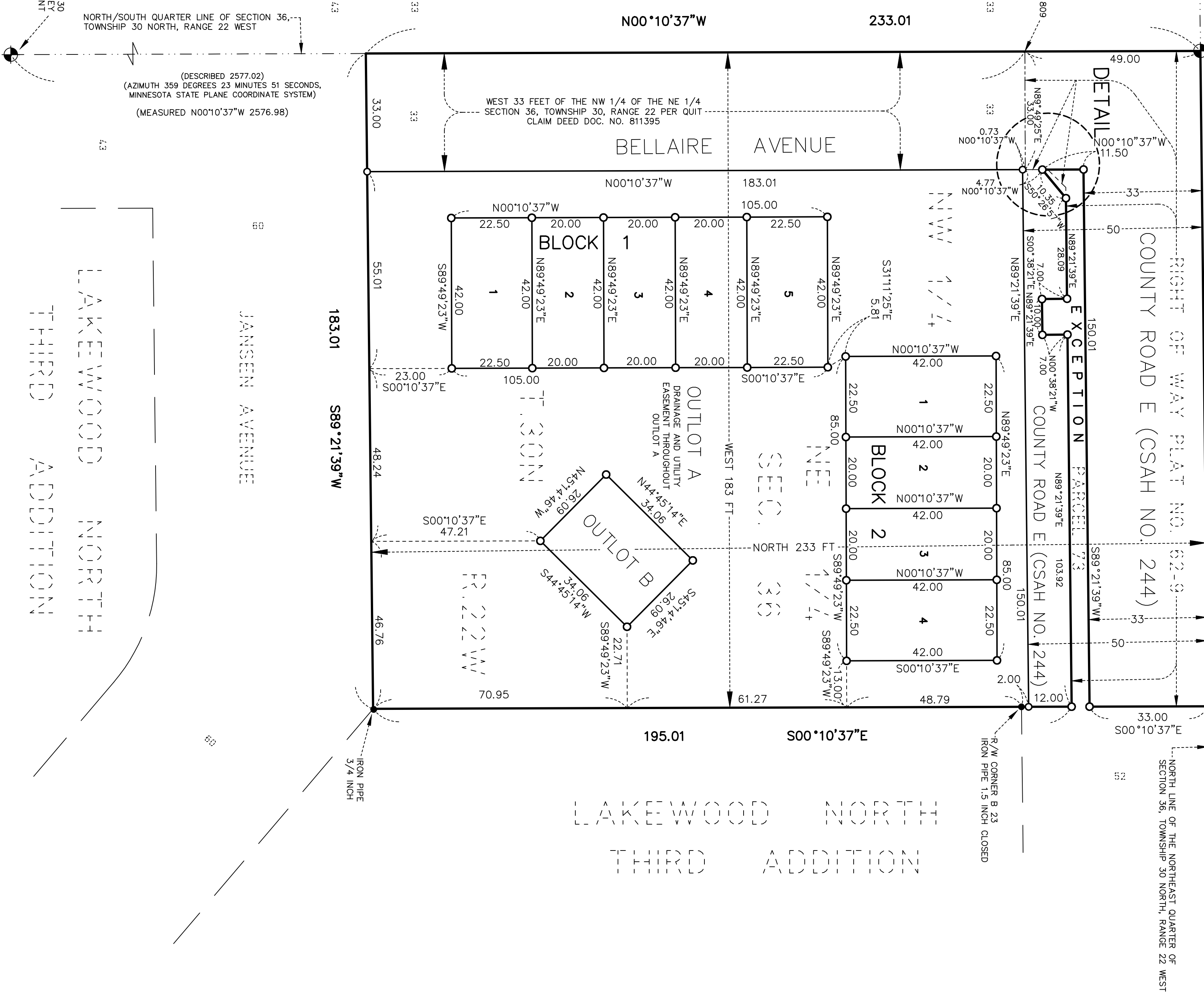


LEGEND

- DENOTES RAMSEY COUNTY SECTION MONUMENT FOUND, TYPE AS NOTED
 - DENOTES 1/4 INCH X 5/8 INCH REBAR MONUMENT SET AND CAPPED RLS 60424
 - DENOTES IRON MONUMENT FOUND, SIZE, TYPE, AND RLS AS NOTED
- BASIS OF BEARING: THE NORTH LINE OF THE NORTHEAST QUARTER OF SECTION 36, TOWNSHIP 30 NORTH, RANGE 22 WEST IS ASSUMED TO BEAR N89° 21' 39" E

CENTER OF SECTION 36, TOWNSHIP 30 NORTH, RANGE 22 WEST, RAMSEY COUNTY, EAST IRON MONUMENT

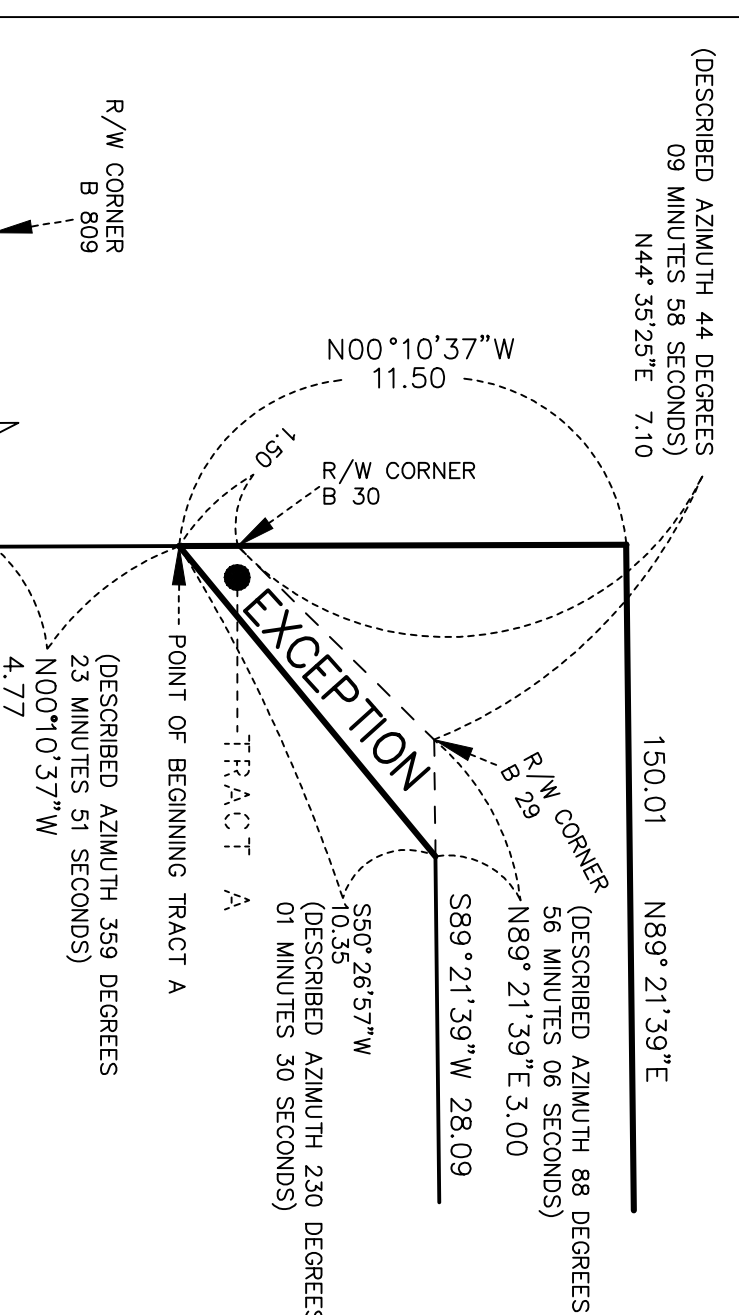
(DESCRIBED 2577.02)
(AZIMUTH 359 DEGREES 23 MINUTES 51 SECONDS, MINNESOTA STATE PLANE COORDINATE SYSTEM)
(MEASURED N00°10'37"W 2576.98)



LAKEWOOD NORTH
THIRD ADDITION

JANSEN AVENUE

LAKEWOOD NORTH
THIRD ADDITION





City of White Bear Lake
Community Development Department

MEMORANDUM

To: Lindy Crawford, City Manager
From: Jason Lindahl AICP, Community Development Director
Date: December 12, 2023
Subject: **Electrical Inspection Services Agreement**

SUMMARY

The City Council will consider adopting a resolution authorizing the City Manager to negotiate and enter into an agreement for electrical inspection services with Andrew Nykanen of Nykanen Inspections, LLC.

BACKGROUND

Like most communities throughout Minnesota, the City of White Bear Lake contracts with a private firm for electrical inspections services. Since January of 2020, that contract has been with Peter Tokle of Tokle Inspections Services. Overall, the Building Department has been pleased with the electrical inspection services provided to property owners in White Bear Lake by Mr. Tokle and his company.

Mr. Tokle is now transitioning into retirement and the City must update its service agreement to reflect this change. Andrew Nykanen has been working with Mr. Tokle and his company since they began working in White Bear Lake and has been assigned to the lead electrical inspector role in White Bear Lake. Staff is agreeable to this change and is working with Mr. Nykanen and the City Attorney to revise and update the City's service agreement.

RECOMMENDATION

Staff recommends the City Council adopt the attached resolution authorizing the City Manager to negotiate and enter into an agreement for electrical inspection services with Nykanen Inspections, LLC.

ATTACHMENTS

Resolution

RESOLUTION NO.

RESOLUTION AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND ENTER INTO AN AGREEMENT FOR ELECTRICAL INSPECTION SERVICES WITH ANDREW NYKANEN OF NYKANEN INSPECTIONS, LLC.

WHEREAS, the City of White Bear Lake contracts with a private company for electrical inspections services; and

WHEREAS, the current contract for these services is with Peter Togle of Togle Inspection Services, LLC and Mr. Togle is transitioning into retire; and

WHEREAS, Mr. Andrew Nykanen has been working with Togle Inspections Services and assigned to the City of White Bear Lake; and

WHEREAS, the Building Inspection Department has been pleased with the electrical inspection services provided by Togle Inspection Services, LLC; and

WHEREAS, Mr. Nykanen of Nykanen Inspections Services has submitted an agreement proposal to provide electrical inspection services to the City of White Bear Lake.

WHEREAS, Nykanen Inspection Services represents it has sufficient qualified personnel to provide the City the Services in accordance with the terms and conditions of this Agreement; and

WHEREAS, city staff and the City Attorney are working to finalize the terms and conditions of this agreement.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of White Bear Lake, Minnesota, hereby authorizes the City Manager to negotiate and enter into an agreement for electrical inspection services with Andrew Nykanen of Nykanen Inspections, LLC, subject to the following condition:

1. Any revision to the agreement acceptable to the City Attorney.

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes:
Nays:
Passed:

Dan Louismet, Mayor

ATTEST:

Caley Longendyke, City Clerk



City of White Bear Lake
Finance Department

M E M O R A N D U M

To: Lindy Crawford, City Manager
From: Kerri Kindsvater, Finance Director
Date: December 12, 2023
Subject: **Accept Restricted Donations**

SUMMARY

The City Council will consider adopting a resolution accepting recent restricted donations to the City.

BACKGROUND INFORMATION

Minnesota Statutes Section 465.03 generally authorizes the City of White Bear Lake to accept donations of real and personal property for the benefit of its citizens, and specifically authorizes the acceptance of gifts.

In the past, the City Council has officially accept the significant donations when received. Moving forward, the Council will generally accept donations through this format.

The City has received the following donations in 2023:

Donors	Donation Amount	Terms and Conditions or Description of Property
Headway Marketing LLC	\$ 500.00	Fire Department smoke detectors and carbon monoxide alarms
Donations with values less than \$500	70.00	Fire Department general operations
Duea, Olson & Tiede PLLC	150.00	Police Department Touch a Truck event
White Bear Lake Rotary Foundation	300.00	Park Department American Flags for downtown area
Debra Carr	1,071.52	Park bench memorial
Mark Bayuk	1,071.52	Park bench memorial
Timala Dahlberg	1,071.52	Park bench memorial
Ann Stoebe	1,071.52	Park bench memorial
Jochimsen Family	1,071.52	Park bench memorial
Nancy Bauer	1,727.85	Park table memorial
Preferred Kitchens	500.00	Park downtown flower program
Donations with values less than \$500	4,140.00	Park downtown flower program
Larry Flaherty	550.00	Sports Center general operations

RECOMMENDATION

Staff recommends the City Council adopt the attached resolution accepting receipt of restricted donations received in 2023 as required by the Minnesota State Statutes.

ATTACHMENTS

Resolution

RESOLUTION NO.

RESOLUTION ACCEPTING RESTRICTED DONATIONS TO THE CITY OF WHITE BEAR LAKE AS ESTABLISHED BY MINNESOTA STATUTES 465.03

WHEREAS, Minnesota Statutes 465.03 generally authorizes the City of White Bear Lake to accept donations of real and personal property for the benefit of its citizens, and specifically authorizes the acceptance of gifts; and

WHEREAS, the following persons or entities have offered to contribute the cash amounts set forth below to the City, and the terms or conditions of the donations, if any, are as follows:

Donors	Donation Amount	Terms and Conditions or Description of Property
Headway Marketing LLC	\$ 500.00	Fire Department smoke detectors and carbon monoxide alarms
Donations with values less than \$500	70.00	Fire Department general operations
Duea, Olson & Tiede PLLC	150.00	Police Department Touch a Truck event
White Bear Lake Rotary Foundation	300.00	Park Department American Flags for downtown area
Debra Carr	1,071.52	Park bench memorial
Mark Bayuk	1,071.52	Park bench memorial
Timala Dahlberg	1,071.52	Park bench memorial
Ann Stoebe	1,071.52	Park bench memorial
Jochimsen Family	1,071.52	Park bench memorial
Nancy Bauer	1,727.85	Park table memorial
Preferred Kitchens	500.00	Park downtown flower program
Donations with values less than \$500	4,140.00	Park downtown flower program
Larry Flaherty	550.00	Sports Center general operations

WHEREAS, all such donations have been contributed to the City for the benefit of its citizens, as allowed by law; and

WHEREAS, the City Council finds that it is appropriate to accept the donations offered.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of White Bear Lake that:

1. The donations described above are accepted and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.
2. The city clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

RESOLUTION NO.

Ayes:
Nays:
Passed:

Dan Louismet, Mayor

ATTEST:

Caley Longendyke, City Clerk



City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Mayor and City Council
From: Lindy Crawford, City Manager
Date: December 12, 2023
Subject: **Northeast Youth and Family Services Update and Service Agreements**

SUMMARY

Angela Lewis-Dmello, President and CEO of Northeast Youth and Family Services (NYFS) will attend the meeting to present their Annual Report to the Community. In addition, the City Council will consider renewing its existing service agreements with NYFS.

BACKGROUND INFORMATION

Northeast Youth and Family Services (NYFS) is a non-profit social service agency whose mission is to meet the unmet developmental needs of at-risk youth and families within the community through collaboration and coordination with existing community resources. Prior to a transfer of service to NYFS in 2012, general mental health services were provided by the White Bear Lake Community Counseling Center, which was a department of the City at the time.

In 2012 the City Council authorized an agreement between the City and NYFS to continue most services previously provided by the Community Counseling Center. The original agreement between the City and NYFS provided that the City's 2012 funding level of approximately \$90,000 be reduced over five years to a level proportionate (according to population) to other participating cities. The City's contribution in 2016 was \$49,293, which marked the last year of declining funding levels. The City's 2024 funding allocation is \$59,690.

Also included in the City's annual agreement for services is the shared position of a mental health case worker who works on behalf of the cities of Roseville, Mounds View, New Brighton, St. Anthony and White Bear Lake to assist the police department in their work with residents. The cost of this position is divided proportionate to services provided among these communities, with White Bear Lake's share of this position amounting to \$29,308 in 2024, an increase of \$1,369 from 2023. Funding for our partnerships with NYFS is included in the 2024 budget and continues to prove valuable for the City and community as a whole.

RECOMMENDATION

Staff recommends the City Council adopt the attached resolution authorizing execution of both the social services agreement and community advocate services agreement with Northeast Youth and Family Services.

ATTACHMENTS

Resolution

NYFS 2023-2026 Strategic Plan and Brochure

RESOLUTION NO.

RESOLUTION AUTHORIZING AGREEMENTS BETWEEN THE CITY OF WHITE BEAR LAKE AND NORTHEAST YOUTH AND FAMILY SERVICES

WHEREAS, Northeast Youth and Family Services is a non-profit social service whose mission is to meet the unmet developmental needs of at-risk youth and families within the community through collaboration and coordination with existing community resources; and

WHEREAS, the City of White Bear Lake has been contracting with Northeast Youth and Family Services to provide general mental health services to the youth and families of White Bear Lake and wishes to continue to partnering with Northeast Youth and Family Services in 2024; and

WHEREAS, 2024 participation figures for the City of White Bear Lake are:

2020	2021	2022	2023	2024
\$43,451	\$50,916	\$52,443	\$56,901	\$59,690

WHEREAS, the City of White Bear Lake also shares in the cost of a dedicated community advocate position to assist the White Bear Lake Police Department in their work with residents, amounting to \$29,308 in 2024.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of White Bear Lake that the Mayor and City Manager are authorized and hereby directed to execute agreements with Northeast Youth and Family Services for general community mental health services and shared community advocate services for a term through December 31, 2024.

The foregoing resolution, offered by Councilmember Walsh and supported by Councilmember Hughes, was declared carried on the following vote:

Ayes:

Nays:

Passed:

Dan Louismet, Mayor

ATTEST:

Caley Longendyke, City Clerk

2023-2026

Strategic Plan




NYFS
Northeast Youth
& Family Services

Transforming Lives

Our mission is to transform lives by ensuring access to care that nurtures healing, cultivates community, and inspires hope.



#1

Ensure culturally responsive practices are prioritized in all aspects of the organization and embedded within all programs.

1. Support staff and board self-reflection and integration of diversity, equity, inclusion, and belonging (DEIB) through establishing a DEIB Committee on the Board of Directors, staff trainings, a comprehensive onboarding protocol, the use of the Intercultural Development Inventory, and implementation of culturally responsive practices in supervision, consultation, and client care.
2. Develop opportunities for staff and community voice through transforming the Community of Hope Committee into an agent of organizational change, creating a Youth Advisory Committee, and holding focus groups representing our diverse community.
3. Strive for representation of diverse communities, especially racial and cultural communities, on the Board of Directors, leadership team, and staff. Continue to invest in the development of diverse providers through programming including our Steps Toward Equitable Practices Scholars (STEPS) program and staff clinical pathways. Ensure that human resources policies support best practices for recruiting, retaining, and supporting an inclusive workforce.
4. Ensure high-quality linguistic access for clients through translated documents and staff training on working with interpreters. Explore and expand opportunities for culturally specific programming to meet the individual needs of diverse populations seeking care at NYFS.
5. Invest in staff inclusion and belonging through cross program collaboration, training, and quarterly staff pulse surveys. Create an environment of trust through clear, kind, direct feedback, and support of one another.
6. Engage in comprehensive evaluation and data analysis, disaggregating data by client demographics to review client outcomes and trends to determine where possible bias may impact client experience. Work with culturally specific organizations to understand barriers to accessing care at NYFS for specific populations.

#2

Grow financial stability and sustainability to expand mission impact in alignment with our organizational values.

1. Align annual budget to fund all expenses from revenue, including all cash receipts. Sustain a 3.5-month operational reserve.
2. Develop a strategic view of our capital assets, particularly our Shoreview Headquarters, which will inform a plan for strong management and investment in them. Create a plan for fully funding all depreciation within five years; funding of depreciation will provide capital for our Building Reserve Fund.
3. Maintain and increase diversity of funding sources with a focus on increasing our individual and civic donor contributions. Use Community Centric Fundraising principles and shift fundraising from an event-based model to a collaborative, community-driven model aligned with our values.
4. Maximize earned revenue potential by increasing insurance reimbursement to industry standards and improving efficiency in internal structures and systems.
5. Establish a robust, community-based volunteer program.

#3

Build a framework for programs that clarifies and enhances our provision of high-quality services.

1. Identify and invest in core services and areas of staff skill, training, and effectiveness. Seek feedback on core areas of strength and service gaps through engagement with our community partners and clients. Review specific gaps such as: group programming, case management and advocacy, elder services, early childhood mental health, and youth development services.
2. Develop a strong evaluation and data analysis program including quantitative and qualitative data. Review client demographics, staff and organizational competencies, and larger community needs through data analysis. Apply this learning to our service offerings.
3. Deepen relationships with community partners and establish strategic partnerships and agreements with 8-10 agencies for collaborative support ensuring clients are connected with resources best able to meet their individual needs.
4. Develop a comprehensive framework for the NYFS model of care, integrating culturally responsive and trauma responsive services addressing a spectrum of youth and family needs at multiple levels of care.
5. Invest in supervision and management training to establish NYFS as a leader in enhancing provider wellbeing and work sustainability when providing trauma responsive care through reflective practices.

#4

Mature as a prominent, recognized, and respected resource for our communities.

1. Develop a comprehensive marketing and advertising strategy which includes enhancing our digital presence and Search Engine Optimization (SEO).
2. Heighten community visibility and outreach by increasing attendance at community events, developing additional collaborative partnerships with area agencies, and deepening our relationships with local school communities.
3. Become a source of expertise in mental health with the local community. Explore the feasibility of creating a NYFS Training Program providing high-quality, accessible training and education to professionals, partners, and the community.
4. Expand engagement in state and local policy advocacy affecting our client population. Be a vital partner in systems change efforts through strong partnerships with professional organizations and advocacy groups.
5. Develop a reputation for excellence in staff training and support. Establish practices that support our family-first work environment and prioritize work sustainability and wellness.



Transforming Lives

Shoreview Headquarters

3490 Lexington Avenue North, Suite 205
Shoreview, MN 55126
Phone: (651) 486-3808
Fax: (651) 486-3858

White Bear Lake Clinic

1280 North Birch Lake Blvd.
White Bear Lake, MN 55110
Phone: (651) 429-8544
Fax: (651) 407-5301

NYFSorg 

Northeast Youth &
Family Services 

NYFS.ORG



Transforming Lives

NYFS
Northeast Youth
& Family Services

Our mission is to transform lives by ensuring access to care that nurtures healing, cultivates community, and inspires hope.

Welcome

Northeast Youth & Family Services is a community-driven, trauma-informed, and culturally responsive mental health and community service agency.

We serve clients of all ages and specialize in supporting youth and their families.

Our commitment to equity, authenticity, and community-driven services provides hope for many in our community who face financial, cultural, linguistic, and logistical barriers to care. Our sliding-fee scale means our doors are open to all, regardless of financial circumstances. Our focus on transformative relationships informs our collaboration with families, school staff, and law enforcement and enhances the positive impact on our clients and the communities we serve.

Together, we are doing so much more than we could ever achieve on our own.



community-
centered



committed

Mental Health Services

NYFS mental health services are culturally responsive, trauma informed, and community-centered.

Mental Health Clinics

We collaborate with clients to identify their goals and develop a plan to help reduce challenging symptoms and increase their mental health and wellbeing. **We believe healing and growth occur when clients can better understand their needs and experiences through a supportive relationship with a skilled, compassionate provider.**

Our goal is to offer clients quality mental health treatment within the context of their culture and lived experiences. We provide individual, couple, family, and group psychotherapy services attuned to the needs of each client, and we are the only nonprofit clinic in our area that specializes in serving youth and families. Our providers have a diverse array of training and experience and offer specialized child-centered play therapy, art therapy, trauma-focused therapy, and child and adolescent psychiatry services. We are proud to meet clients where they are in their health and healing journey.

School-Based Mental Health

Our school-based services provide mental health support to students in four northeast metro school districts. **Staff provide individual and group therapy to address issues related to trauma, depression, anxiety, and other concerns to elementary, middle, and high school youth.**

NYFS therapists collaborate with school staff to support student mental health needs in the classroom. Therapists also serve as a resource for schools, sharing their expertise while helping staff attend to the mental health needs of the school as a whole. This helps create better social, emotional, and academic outcomes for students, teachers, and schools.

Day Treatment Program

Our Day Treatment program offers therapeutic support to youth who are struggling with mental health symptoms that negatively affect their daily functioning. Our services are trauma-informed, culturally-responsive and individualized. We serve teens age 12-18 and specialize in serving those who have experienced trauma and are coping with moderate to severe anxiety or depression. We combine coping skills and behavioral interventions with group, individual, and family therapy. Our half-day therapeutic programming is paired with half-day educational services in partnership with the Mounds View School District. **With these supports, youth are better able to identify, express, and regulate their emotions, heal from challenging past experiences, and connect with their families and communities in positive ways.**

SERVING CHILDREN
AGES 4 AND UP, YOUTH,
& ADULTS

INDIVIDUAL, COUPLES,
AND FAMILY THERAPY

IN-PERSON & TELEHEALTH

CLINIC IN SHOREVIEW
& WHITE BEAR LAKE

We serve clients seeking care for:

- depression & anxiety
- relationship concerns
- parenting support
- identity exploration & development
- traumatic experiences
- attention challenges
- autism
- mood & psychotic disorders
- and a variety of goals related to enhancing mental health and relationships.

empower & support

NYFS.ORG

Community Services

Diversion Program

The Diversion Program is an alternative to the traditional juvenile justice system that works with youth ages 12–17 who have justice system involvement including theft, disorderly conduct, or alcohol/drug use. **Using restorative principles, we help youth address the incident and harm caused, rebuild their lives, and get back on track.** Youth attend one-to-one consultations, educational seminars with their parents, perform community service, and if applicable, pay restitution. Youth may also complete service projects, write apology letters to those they have harmed, and participate in chemical use testing. The program works to reduce the number of negative contacts youth have with law enforcement while significantly reducing the likelihood that they will reoffend in the future.

Community Connections Program

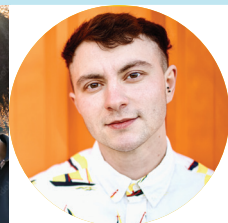
The Community Connections Program is **a seven-week, group-based experience for youth that builds social skills, self-confidence, and resilience through career exploration, self-reflection, volunteer activities, and contacts with other community service organizations.** It is offered to youth who would benefit from deeper and healthier connections with peers, adults, and their community. Components of the program include community service, work skills identification, and development of key life skills. Youth benefit from social connections with their peers and supportive adults while learning about resources in their community that will help them now and in the future. Youth are also introduced to activities that promote healthy living through nutrition, fitness, routine setting, time management, goal setting and moderation. Combined together, these components foster self-awareness, confidence, social skill development, and resilience.

Community Advocate Program

Through partnerships with five local law enforcement departments, our Community Advocate Program co-creates public safety by supporting citizens who have needs outside of the scope of law enforcement. The program serves adults who have had repeated contact with law enforcement and have underlying needs that cannot be resolved by law enforcement alone. The advocate provides crisis intervention services, mental health support, referrals for chemical health services, assists with homelessness prevention, and support for survivors of abuse. **By serving as a bridge between law enforcement, case managers, caregivers, and family members, the advocate is able to improve the quality of life of our clients while reducing reliance on law enforcement.**

The last few years have been really tough on our youth. A lot of those connections, and feeling like being a part of a community, have gone away. Youth and their families are really struggling and that's why programs like these are so important.

— Erika Scheider, Roseville Chief of Police



Organizational Values

Equity, Inclusion, and Belonging

We are dedicated to creating an **inclusive, accessible, and accepting environment** that embraces diverse perspectives and backgrounds. It is our responsibility to work toward systemic justice and provide care individualized to client needs.

Authenticity

We strive to be **genuine, grounded, and true to our values** in order to be both trusting and trustworthy. We are invested in learning and we approach each encounter with humility and sincerity.

Community Driven

Our services are driven by the strengths and needs of our community. Through collaboration with clients and community members we ensure **our services are financially, logistically, linguistically, and culturally accessible.**

Integrity

We are **accountable, ethical, fiscally responsible, transparent, and dedicated** to aligning our decisions with our organizational values.

Transformative Relationships

We believe that healing and growth happen in the context of **empathic, client-centered, intentional relationships.** We bear witness to our clients' journeys with curiosity and kindness to promote transformational change.

Innovation

We look beyond what is and imagine what could be. We stay on the leading edge of care by **encouraging our clients and staff to explore their passions and strengths** with a creative and playful spirit.

Wellbeing

We believe that staff wellness and work sustainability are key to providing excellent mental health care. We understand the importance of organizational supports for secondary traumatic stress and are **committed to a family-first work philosophy for staff.**

We envision a world where thriving individuals and families are the building blocks of safe, unified communities established through a network of empowered and collaborative partnerships.

Transforming lives together.



innovative



passionate



NYFS is here for you, because of you.

If you need help –
reach out today.

If you can offer help –
please donate.

TO MAKE AN APPOINTMENT:

Call us at **651-486-3808** or visit
nyfs.org/request-appointment

TO DONATE:

Go to nyfs.org/donate
or **mail** your donation to:

3490 Lexington Ave. N.
Shoreview, MN 55126



NYFS

Northeast Youth & Family Services

Transforming Lives

Shoreview Headquarters
3490 Lexington Avenue North, Suite 205
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Phone: (651) 486-3808
Fax: (651) 486-3858

White Bear Lake Clinic
1280 North Birch Lake Blvd.
White Bear Lake, MN 55110
Phone: (651) 429-8544
Fax: (651) 407-5301

OUR PARTNERS

MUNICIPALITIES

Arden Hills
Birchwood Village
Falcon Heights
Hugo
Little Canada
Lauderdale
Mahtomedi
Mounds View
New Brighton
North Oaks
Roseville
St. Anthony
Shoreview
Vadnais Heights
White Bear Lake
White Bear Township

SCHOOL DISTRICTS

Roseville Area Schools
Mounds View Public Schools
St. Anthony-
New Brighton Schools
White Bear Lake
Area Schools

PUBLIC SAFETY

Mounds View
New Brighton
Ramsey County
Attorney's Office
Roseville
St. Anthony
White Bear Lake

NYFSorg



Northeast Youth &
Family Services



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City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Mayor and Council
From: Lindy Crawford, City Manager
 Kerri Kindsvater, Finance Director
Date: December 12, 2023
Subject: **2024 Final Budget, Tax Levy, and Truth-in Taxation Hearing**

SUMMARY

The City Council will review the 2024 final budget and tax levy, and conduct the truth-in-taxation (TNT) hearing before adopting the final budget and tax levy.

NOTE: The Mayor and City Council received the complete budget document on November 28, 2023. Click [here](#) to access the document on the City's website.

BACKGROUND INFORMATION

2024 Proposed General Fund (Operating) Budget

Attached for review and consideration is the City's 2024 final operating budget, the General Fund budget.

A. *Significant Expenditure changes include:*

1. Ambulance operations moved from an Enterprise Fund to the General Fund.
 - a. Federal laws limit the fees ambulance service providers can collect from patients who have Medicare or Medicaid insurance coverage. Approximately 75% of the Fire Department's patients have these coverages, which significantly reduces the revenues collected to support operations. Ambulance revenues can offset operating costs for the Fire Department; however, they are not sufficient to support the ambulance service on its own.
2. Addition of two full-time firefighters/paramedics – effective January 1, 2024
 - a. Supports an emergency response model that offers a low response time and high quality medical service.
 - b. One position will be funded by Public Safety Local Government Aid.
3. Addition of one facility maintenance technician position – effective July 1, 2024
 - a. Non-General Fund departments benefitting from this position will transfer funds to support the salary and benefit costs.
4. Emerald Ash Borer (EAB) diseased and dying tree removal program
 - a. The City has been managing EAB by treating public trees, promoting treatment of private trees, and selective removal of trees as necessary since 2018. Initially, this approach worked.

- b. Since 2022, there has been a dramatic increase in the dieback of ash tree canopy. Staff sees an increase in the need to remove both public and private dead ash trees.
 - c. The budget includes additional funding to begin addressing the issue given the significant cost to treat or remove the remaining public trees. Staff anticipates the program will be ongoing for the next five to seven years.
5. Salary adjustments per the Classification and Compensation Plan and adopted labor agreements (including benefit factors) and a cost of living adjustment (COLA) of 3%.
 6. Critical incident appropriations.
 7. Technology operating costs related to software systems (finance, HR/payroll, utility billing, building permits, GIS, internet, other smaller programs), computer servers, and additional IT support.
 8. Increase in routine city-owned facility cleaning charges and facility maintenance needs.

B. Significant Revenue changes include:

1. Decrease in building permit revenues now that all School District permits have been issued, or projects completed.
2. Interest revenue estimates for the year are an extrapolation of allocated earnings based on the average cash balance as of 6/30/2023.
3. Reduction of the Pavement Management Fund transfer of support for the Engineering Department operations previously embedded in the Pavement Management Fund per Council direction. The 2025 budget will include the final transfer.

C. Other Areas of Note

1. Public Safety Facility debt service. The City issued debt in order to provide funding for the public safety facility renovation and expansion project. The debt payment schedule, running until February 2044, eases the City into principal and interest payments to reduce the yearly impact to the tax levy.
2. Local Government Aid (LGA). The 2023 legislative session produced a LGA program formula adjustment and funding increase. As a result, the LGA allotment to the City increased from \$827,265 in 2023 to \$1,294,285 in 2024, a change of \$467,020.

City Council feedback from the August 2023 budget work session indicated the desire to hold the LGA allocation to the General Fund at the 2023 level in order to hold down a tax levy increase. This is a deviation from Council's previously discussed plan to reduce reliance on LGA for operating expenditures. This plan provides immediate assistance in tax relief for 2024. Staff recognizes, and the Council acknowledges, that this funding source, though stable now, may be reduced or eliminated by the State in the future, which will require a higher tax levy to support operating and capital expenditures.

3. Receipts of federal aid during the COVID pandemic years sustained operations and held property tax levies at a lower level. The federal aid has concluded, which returns the burden of budget support to both tax and non-tax revenues. The City begins to see these effects in the 2024 budget.

4. Communications Specialist. The 2024 budget includes the addition of a communications specialist position, effective July 2024. The position will assist the City in meeting the public's expectations related to transparent communication, provide crisis/critical incident communications, relieve existing staff pressure in providing quality and informative content in addition to their regular responsibilities, coordinate website updates, create the bi-annual newsletter and participate in community special events. Initial funding for the position will come from the Water and Sewer Funds; all Funds will provide their appropriate share of the salary and benefit costs beginning with the 2025 budget. This position will have a minimal impact to future tax levies, and no impact in 2024.

2024 Property Tax Levy

The Council adopted a preliminary tax levy at their September 12, 2023 meeting. Once the preliminary levy is set, it may be reduced before final adoption; however, it may not be increased. Therefore, councilmembers requested staff further analyze upcoming budgetary needs to find any potential reductions before the final tax levy is adopted.

- Preliminary tax levy \$12,200,000, adopted September 12, 2023:
 - \$2,245,000 (22.55%) higher than the 2023 levy
 - \$1,694,00 (17.02%) for operations
 - \$551,000 (5.53%) for debt related to the public safety facility project
- Proposed final tax levy \$12,003,000, updated December 4, 2023:
 - \$197,000 lower than the 2024 preliminary tax levy
 - \$2,048,000 (20.57%) higher than the 2023 levy
 - \$1,497,000 (15.04%) for operations
 - \$551,000 (5.53%) for debt related to the public safety facility project

The property tax levy supports operations in the City's General Fund. Revenues and expenditures within the budget impact the General Fund's fund balance. It is essential that cities maintain adequate levels in their fund balance to mitigate risks of revenue short falls or unanticipated expenditures and ensure financial stability. The City of White Bear Lake analyzes its fund balance through the following two calculations:

1. The State Auditor recommends cities keep a minimum of five month's operating costs (42%) on hand and accessible to cover unanticipated costs. The fund balance projected for December 31, 2023, covers 40.77% of the 2024 expenditures. Although the percentage is just below the state auditor's recommended amount, it complies with the Council's policy requiring the fund balance to be 35-50% of expenditures anticipated for the following year.
2. Tracking the fund balance to ensure funds are available to pay claims in the first half of each year since the City receives its first disbursement of property tax payments and state aid in June or July. The anticipated fund balance for December 31, 2023, is 61.36%

of the 2024 projected revenue, which provides sufficient funds for the first half of 2024.

The following chart summarizes the proposed 2024 tax levy:

General Fund	\$ 9,730,000
Debt Service	1,055,000
Debt Service - Public Safety Facility	<u>1,218,000</u>
Gross Levy	12,003,000
Less: Fiscal Disparity Distribution	<u>(1,084,295)</u>
Net Levy	<u><u>10,918,705</u></u>

Tax capacity rate related to a \$12,003,000 levy: 27.263%

Attached documents illustrate estimated impacts to property taxes in 2024 for residential and commercial property owners. Also included is a market valuation and tax impact analysis for five residential and six commercial properties.

The median residential home value in White Bear Lake currently is \$312,100, which is a 1.96% or \$6,000 increase from previous year. In 2024, this property will pay \$825.80 in City property taxes, which is a \$112.82 increase from the previous year. For this annual tax, the property owner will continue to receive an exceptional quality of life in White Bear Lake with all of the following services:

- 24/7 police response
- 24/7 fire and emergency medical response
- Street maintenance, sweeping, lighting, and snow plowing
- Parks access and recreation activities
- Election activities
- Access to city publications
- Access to all city staff and elected officials

Non-Tax Supported Funds and Budgets

The Funds listed below do not receive funding from property taxes (the tax levy). There are no significant items of note in 2024 for the following funds and corresponding budgets: Forfeiture, Sports Center, Community Reinvestment, License Bureau and Pioneer Manor.

1. *Water Fund*. The 2024 budget incorporates increases for DNR pumping permits, meter reading software, and treatment equipment supplies and chemicals. In addition, the following major capital improvement projects are planned: treatment plant improvements to the main entrance, Well #3 generator, and annual well rehabilitation project.
2. *Sewer Fund*. The most significant expenditures in this budget are Met Council's ongoing wastewater service fee to operate and maintain the wastewater collection and

treatment system for the Twin Cities metro area as well as equipment replacements and infrastructure projects.

3. *Refuse Fund*. The primary expenditures in this budget result from three third-party vendors who provide routine services to residential properties. Customer rates are a combination of the actual per unit vendor charge for collection / hauling services, a tipping fee charge, and a recycling processing charge. The most significant increase for the three vendors in 2024 is a 17% increase to the tipping fee charged by the Ramsey Washington Recycling and Energy facility.
4. *Surface Water Fund*. The fund finances storm water system maintenance and compliance activities for the City's Municipal Separate Storm Sewer System (MS4) permit. City staff routinely partners with many local and regional stakeholders and applies for grants to finance projects. The 2024 budget includes partnerships and funding for the following significant capital improvements:
 - a. East Goose Lake Adaptive Lake Management
 - b. Raingarden installation and storm water system replacements
 - c. Matoska Park raingarden outfall project
 - d. Lambert sub-watershed project
 - e. Phase 2 restoration work at Rotary Park
5. *American Rescue Plan Aid Fund (ARPA)*. The City used a majority of the federal COVID pandemic relief funds over the past two years for operational support of funds significantly impacted during the pandemic or equipment purchases. In accordance with U.S. Treasury rules, the City will either spend all funds by December 31, 2024 or enter into a contract for use of the funds by December 31, 2026. The 2024 budget primarily supports the following three areas:
 - a. General Fund operation support of fire / ambulance activities.
 - b. City Hall window replacement, split with the Municipal Building Fund.
 - c. City Hall work space renovation.
6. *The Equipment Acquisition Fund* finances necessary equipment purchases identified in the Capital Improvement Plan (CIP). Significant items included in the 2024 budget are:
 - a. Fleet replacements for Police (4), Fire (1), Streets (2) and Parks (1).
 - b. Police squad equipment replacements (computers, radios, cameras, etc.).
 - c. Fire self-contained breathing apparatus filling compressor replacement.
 - d. Ambulance replacement.
 - e. Maintenance equipment replacements for the Streets and Parks activities.
 - f. Public safety facility fitness room equipment replacement.
 - g. Earmarking for Finance software replacement.
7. *The Municipal Building Fund* finances projects related to city owned facilities. Significant items in the 2024 budget are:

- a. City Hall window replacement, split with the ARPA Fund.
 - b. Final expenditures for the public safety facility renovation and expansion project.
8. *The Park Improvement Fund* finances major projects for the City's park system and facilities. Significant items in the 2024 budget include:
- a. Lakewood Hills Park connection and paving of trails.
 - b. Earmarking for Hidden Hollow Park pavilion replacement and upper trail paving.
9. *The Pavement Management Fund* in 2024 supports expenditures for a residential street improvement project and improvements to three downtown parking lots, Phase 1 of the downtown street reconstruction project. Other expenditures are relate to crack sealing, street seal coating, parking lots, and maintenance for streets, sidewalks, and trails.

The City will also continue to work toward the development of design options for a trail on the north side of the lake along T.H. 96, which, once constructed, will complete the City's portion of the Lake Links Trail.

10. *Economic Development Fund*. The Fund's budget is utilized for a variety of activities that relate in some way to the City's economy and development endeavors: city-owned rental properties, management of the special service district assessment processes, revolving business loans, and the flower program for entrance monuments, parks and the downtown area.

General expenditures in 2024 include implementation of County Road E corridor development initiatives and completion of the zoning code update. Planned capital projects are a city entrance monuments on Hwy 96 and east of Highway 35E and monuments / beautification efforts along the County Road E corridor. Outside funding sources, such as grants, are being pursued to assist with these expenditures.

11. *Marina Fund*. The 2024 budget maintains operations at a level similar to prior years while allocating resources for maintenance and earmark funding for future dock replacement. In 2024, the Fund begins to transfer \$55,000 to the Park Improvement Fund to support park capital projects.

2023 Revised Budget

The Council adopted the 2023 General Fund budget with a planned deficit of \$670,021; the decision was possible due to the use of the unrestricted surplus cash in the fund balance. The revised budget eliminates the need to use the surplus due to position vacancies in multiple departments and higher year-to-date revenues in some departments. Given these circumstances, the preliminary revised budget anticipates a surplus of \$76,991 for the year. Though the financial situation appears successful, the reality is that departments, primarily public safety departments, have been operating significantly under staffed, which is not operationally sustainable.

RECOMMENDATIONS

Staff recommends the City Council hold the truth-in-taxation (TNT) hearing, and subsequently adopt the attached resolutions as presented:

1. Resolution adopting the 2024 budget and 2023 revising budget
2. Resolution adopting the 2023 tax levy for taxes collectable in 2024
3. Resolution committing fund balances for specific purposes

ATTACHMENTS

General Fund Summaries

Estimate Property Tax Levy Impacts and Comparisons

Resolutions

NOTE: The Mayor and City Council received the complete budget document on November 28, 2023. Click [here](#) to access the document on the City's website.

City of White Bear Lake
General Fund Summary

Annual Budget

Item	2021 Actual	2022 Actual	2023 Budget	2023 Revised	2024 Budget
Revenue					
Property taxes	\$ 6,667,935	\$ 7,174,250	\$ 8,233,000	\$ 8,233,000	\$ 9,730,000
Franchise fees and fines	385,578	404,399	382,000	432,628	422,300
Licenses and permits	1,393,967	1,625,552	1,128,807	1,362,605	892,850
Intergovernmental	2,481,616	2,576,763	2,073,590	2,114,949	2,481,390
Charges for services	730,177	862,424	871,126	883,286	3,578,327
Miscellaneous	54,075	(80,503)	65,750	184,806	207,655
Total Operating Revenue	<u>11,713,348</u>	<u>12,562,885</u>	<u>12,754,273</u>	<u>13,211,274</u>	<u>17,312,522</u>
Transfers In	<u>1,433,072</u>	<u>1,236,210</u>	<u>1,048,600</u>	<u>1,048,600</u>	<u>1,067,520</u>
Total Revenue	<u>13,146,420</u>	<u>13,799,095</u>	<u>13,802,873</u>	<u>14,259,874</u>	<u>18,380,042</u>
Expenditures					
General government	1,999,555	2,034,762	2,298,629	2,324,528	2,446,500
Public safety	7,070,825	7,607,354	8,628,996	8,419,407	12,096,335
Public works	2,515,785	2,964,543	3,300,227	3,351,697	3,755,486
General service and contingency	107,332	110,747	245,042	87,250	80,975
Total operating expenditures	<u>11,693,497</u>	<u>12,717,406</u>	<u>14,472,894</u>	<u>14,182,883</u>	<u>18,379,296</u>
Transfers Out	<u>600,000</u>	<u>323,485</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total expenditures	<u>12,293,497</u>	<u>13,040,891</u>	<u>14,472,894</u>	<u>14,182,883</u>	<u>18,379,296</u>
Revenues over (under) expenditures	<u>852,923</u>	<u>758,204</u>	<u>(670,021)</u>	<u>76,991</u>	<u>746</u>
Fund balance January 1	<u>1,794,657</u>	<u>2,647,580</u>	<u>2,671,166</u>	<u>3,405,784</u>	<u>3,482,775</u>
Fund balance December 31	<u>\$ 2,647,580</u>	<u>\$ 3,405,784</u>	<u>\$ 2,001,145</u>	<u>\$ 3,482,775</u>	<u>\$ 3,483,521</u>
Reserve for operations	<u>4,010,000</u>	<u>4,010,000</u>	<u>4,010,000</u>	<u>4,010,000</u>	<u>4,010,000</u>
Total fund balance and reserve for operations	<u>\$ 6,657,580</u>	<u>\$ 7,415,784</u>	<u>\$ 6,011,145</u>	<u>\$ 7,492,775</u>	<u>\$ 7,493,521</u>

City of White Bear Lake
General Fund Revenues

Annual Budget
Business Unit: 1001

Code	Item	2021 Actual	2022 Actual	2023 Budget	2023 Revised	2024 Budget
General Property Taxes						
4015	Current	\$ 5,867,886	\$ 6,771,058	\$ 7,275,039	\$ 7,275,039	\$ 8,645,705
4040	Fiscal disparities	795,213	397,470	957,961	957,961	1,084,295
	Total current ad valorem taxes	<u>6,663,099</u>	<u>7,168,528</u>	<u>8,233,000</u>	<u>8,233,000</u>	<u>9,730,000</u>
4025	Delinquent	3,764	1,698	-	-	-
4030	Penalties and interest	1,072	4,024	-	-	-
	Total general property tax	<u>6,667,935</u>	<u>7,174,250</u>	<u>8,233,000</u>	<u>8,233,000</u>	<u>9,730,000</u>
Franchise Fee						
5095	Franchise fee - utilities	<u>307,570</u>	<u>336,014</u>	<u>325,000</u>	<u>371,353</u>	<u>360,000</u>
Licenses and Permits - Business						
4305	Liquor, intoxicating	5,188	93,104	88,300	89,610	88,300
4307	Liquor, nonintoxicating	800	4,378	4,200	4,950	4,950
4309	Cigarette	3,750	4,375	3,600	3,750	3,750
4315	Rental housing fee	47,344	47,171	44,000	24,270	47,000
4317	General contractor	11,020	9,940	10,000	9,000	9,500
4319	Solicitor	3,500	2,090	2,000	2,190	2,000
4323	Other	5,878	4,190	5,000	6,115	5,950
4325	Gambling permits	2,700	2,812	2,400	2,475	2,400
	Total business licenses and permits	<u>80,180</u>	<u>168,060</u>	<u>159,500</u>	<u>142,360</u>	<u>163,850</u>
Non-Business						
4345	Animal	6,592	3,618	3,000	3,035	3,000
4350	Launch	16,000	16,000	16,000	16,000	19,000
4405	Building	727,081	761,454	560,792	660,400	391,000
4406	Building plan reviews	347,017	276,247	217,515	275,510	125,000
4415	Electrical	73,589	88,926	62,000	96,000	70,000
4420	Heating and air conditioning	79,529	247,062	55,000	93,000	55,000
4425	Plumbing	36,406	31,493	35,000	42,275	35,000
4430	Water and sewer	6,200	6,901	5,000	6,300	6,000
4435	Sign	6,418	9,125	5,000	7,275	7,000
4437	Driveway	10,355	8,066	5,000	8,450	8,000
4439	Right of way	4,600	8,600	5,000	12,000	10,000
	Total non-business licenses and permits	<u>1,313,787</u>	<u>1,457,492</u>	<u>969,307</u>	<u>1,220,245</u>	<u>729,000</u>
	Total licenses and permits	<u>1,393,967</u>	<u>1,625,552</u>	<u>1,128,807</u>	<u>1,362,605</u>	<u>892,850</u>
Fines						
4510	County	56,988	57,670	50,000	54,000	55,000
4520	Administrative - City fines	2,100	675	500	775	800
4522	Administrative - City share of State fines	18,920	10,040	6,500	6,500	6,500
	Total Fines	<u>78,008</u>	<u>68,385</u>	<u>57,000</u>	<u>61,275</u>	<u>62,300</u>

City of White Bear Lake
General Fund Revenues

Annual Budget
Business Unit: 1001

Code	Item	2021 Actual	2022 Actual	2023 Budget	2023 Revised	2024 Budget
Intergovernmental						
4604	Federal grants	119,824	149,094	84,000	84,000	167,000
4624	State local government aid	1,202,297	1,233,615	827,265	827,265	827,265
4625	State local government aid Public Safety	-	-	-	-	269,500
4626	State aid street maintenance	375,000	375,000	375,000	375,000	375,000
4630	State police relief aid	274,245	297,154	275,000	318,516	318,000
4632	State fire relief aid	276,820	289,125	289,125	289,125	289,125
4644	State police POST board	31,941	31,459	27,000	27,000	30,000
4646	State aid - other	25,271	12,994	10,000	10,000	13,000
4662	County aid - other	21,218	28,672	21,200	21,200	21,500
4666	Local aid - school district resource officers	155,000	159,650	165,000	162,843	171,000
	Total intergovernmental	2,481,616	2,576,763	2,073,590	2,114,949	2,481,390
Charges for Services						
4807	Customer service taxable	87	308	-	160	-
4809	Customer service non-taxable	30,789	26,719	18,000	24,000	24,000
4832	Fire contract services	465,011	532,946	585,442	585,442	936,611
4833	Ambulance transport revenues	-	-	-	-	2,317,250
4834	Police contract services	85,776	91,186	113,184	113,184	129,466
4835	False alarm services	5,800	4,525	500	2,000	2,000
4836	Public safety services	8,525	14,325	3,000	8,000	8,000
4842	Public works services	599	395	-	-	-
4845	Building inspection services	132,965	190,820	150,000	150,000	160,000
4846	Fire inspection services	625	1,200	1,000	500	1,000
	Total charges for services	730,177	862,424	871,126	883,286	3,578,327
Miscellaneous Revenues						
4955	Interest	(25,701)	(193,573)	-	120,000	150,000
4975	Rental income	50,392	50,266	53,450	41,796	42,655
4990	Donations	1,175	665	-	450	-
5010	Sale of property	3,123	359	-	2,870	-
5318	Gambling regulatory tax	8,301	7,718	6,000	8,000	8,500
5350	Miscellaneous revenues	12,757	30,841	-	505	-
5360	Refunds and reimbursements	4,028	23,221	6,300	11,185	6,500
	Total miscellaneous revenues	54,075	(80,503)	65,750	184,806	207,655
Transfers for Administrative Charges						
5205	Water distribution	108,000	112,000	116,000	116,000	188,000
5205	Water treatment	20,000	21,000	22,000	22,000	49,000
5205	Sewer	120,000	124,000	130,000	130,000	233,000
5205	Refuse	110,000	114,000	119,000	119,000	121,000
5205	Ambulance	140,000	145,000	166,000	166,000	159,000
5205	Pioneer Manor	17,000	18,000	18,500	18,500	21,000
5205	License Bureau	-	50,000	57,000	57,000	62,000
5205	Marina	80,000	85,000	120,100	120,100	111,000
5205	Sports Center	-	-	-	-	3,920
5205	Economic development	87,100	-	-	-	19,600
5205	Pavement management	750,000	567,210	300,000	300,000	100,000
5210	Escrow	972	-	-	-	-
	Total transfers	1,433,072	1,236,210	1,048,600	1,048,600	1,067,520
Total		\$ 13,146,420	\$ 13,799,095	13,802,873	14,259,874	18,380,042

City of White Bear Lake
General Fund Summary of Expenditures by Department and Division

Annual Budget

Code	Item	2021 Actual	2022 Actual	2023 Adopted	2023 Revised	2024 Budget
Department of Administration						
1010	Mayor and council	\$ 138,994	\$ 142,011	\$ 164,768	\$ 158,683	\$ 170,058
1020	Administration	391,934	403,396	451,873	543,133	628,350
1030	Finance	629,949	683,428	746,042	676,957	657,457
1040	Legal counselor	75,005	83,530	72,836	79,736	83,851
1050	City hall	309,442	331,789	258,507	256,153	266,910
1051	Technology	-	-	142,959	139,148	143,235
1060	Elections	79,609	81,871	80,405	79,405	81,062
1070	Planning	374,622	308,737	381,240	391,314	415,578
	Total general government	<u>1,999,555</u>	<u>2,034,762</u>	<u>2,298,629</u>	<u>2,324,528</u>	<u>2,446,500</u>
Department of Public Safety						
1100	Public safety facility	-	135,445	148,755	148,120	171,814
1110	Police	4,865,854	4,959,857	5,651,606	5,533,953	5,869,957
1210	Fire	1,174,663	1,371,181	1,521,176	1,522,993	1,687,157
1250	Ambulance	-	-	-	-	3,020,971
1114	Dispatch	213,953	222,648	251,800	251,800	254,300
1041	Prosecution	153,196	153,092	160,063	137,463	144,623
1118	Animal control	13,533	17,764	27,116	17,167	18,666
1220	Emergency preparedness	9,389	13,550	18,579	14,754	17,513
1080	Building and code enforcement	640,237	733,817	849,900	793,158	911,334
	Total public safety	<u>7,070,825</u>	<u>7,607,354</u>	<u>8,628,996</u>	<u>8,419,407</u>	<u>12,096,335</u>
Department of Public Works						
1300	Public works facility	213,381	230,888	262,181	269,099	296,710
1310	Engineering	599,336	715,089	790,413	778,503	871,609
1320	Garage	162,124	249,805	277,911	290,234	317,323
1410	Streets	544,020	554,018	621,634	635,613	704,406
1420	Snow and ice removal	184,819	258,888	287,458	305,708	310,135
1430	Street lighting and signals	202,681	215,282	244,823	264,395	253,757
1510	Parks	609,424	740,573	815,806	808,145	1,001,546
	Total public works	<u>2,515,785</u>	<u>2,964,543</u>	<u>3,300,227</u>	<u>3,351,697</u>	<u>3,755,486</u>
Non-Departmental						
1610	General services	-	-	147,792	-	-
	Lake Conservation District	42,660	36,007	22,450	22,450	13,175
	Northeast Youth and Family Services	50,916	52,443	57,000	57,000	60,000
	Senior bus	2,345	3,094	7,800	7,800	7,800
	Contingency	11,411	19,203	10,000	-	-
	Total non-departmental	<u>107,332</u>	<u>110,747</u>	<u>245,042</u>	<u>87,250</u>	<u>80,975</u>
	Total operational expenditures	<u>11,693,497</u>	<u>12,717,406</u>	<u>14,472,894</u>	<u>14,182,883</u>	<u>18,379,296</u>
Transfers Out						
	Equipment Acquisition	400,000	-	-	-	-
	Municipal Building	200,000	323,485	-	-	-
	Total transfers out	<u>600,000</u>	<u>323,485</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Total	<u>\$ 12,293,497</u>	<u>\$ 13,040,891</u>	<u>\$ 14,472,894</u>	<u>\$ 14,182,883</u>	<u>\$ 18,379,296</u>

City of White Bear Lake
Actual 2023 to Proposed 2024 Tax Levy
***Estimated* Tax Levy Impact with No Change in Estimated Market Values**

	For Taxes Levied/Payable		Change	
	2022/2023	2023/2024	Amount (\$)	Percent (%)
Taxable Market Value	3,601,334,200	3,794,513,900	193,179,700	5.36%
Total Tax Capacity	41,029,445	43,803,558	2,774,113	6.76%
Less Fiscal Disparity Distribution	(3,689,685)	(3,754,475)	(64,790)	1.76%
Net Tax Capacity	<u>37,339,760</u>	<u>40,049,083</u>	<u>2,709,323</u>	<u>7.26%</u>
Tax Levy by Purpose				
General Fund	8,208,000	9,580,000	1,372,000	16.72%
Emerald Ash Borer	25,000	150,000	125,000	500.00%
Debt Service: YMCA/Sports Center	132,000	132,000	-	0.00%
Debt Service: Street Construction - 2018	220,000	220,000	-	0.00%
Debt Service: Street Construction - 2019	80,000	83,000	3,000	3.75%
Debt Service: Equipment Certificates - 2020	155,000	151,000	(4,000)	-2.58%
Debt Service: Street Construction - 2020	103,000	107,000	4,000	3.88%
Debt Service: Equipment Certificates - 2021	62,000	61,000	(1,000)	-1.61%
Debt Service: Street Construction - 2021	99,000	97,000	(2,000)	-2.02%
Debt Service: Street Construction - 2022A	202,000	204,000	2,000	0.99%
Debt Service: Public Safety Building - 2022B	365,000	553,000	188,000	51.51%
Debt Service: Public Safety Building - 2023A	304,000	665,000	361,000	118.75%
Total Tax Levy	<u>9,955,000</u>	<u>12,003,000</u>	<u>2,048,000</u>	<u>20.57%</u>
City Tax Capacity Rate	<u>24.054%</u>	<u>27.263%</u>		<u>13.34%</u>

Residential Homestead Class Rates	Commercial/Industrial Class Rates
1.00% first \$500,000	1.50% first \$150,000
1.25% over	2.00% over

Estimated Market Value	Payable	Payable	Change	
	2023 City Tax	2024 City Tax	Amount (\$)	Percent (%)
City Tax on Residential Homestead Property (Market Value Homestead Credit not included)				
200,000	481.08	545.26	64.18	13.34%
250,000	601.35	681.58	80.22	13.34%
300,000	721.62	817.89	96.27	13.34%
350,000	841.89	954.21	112.32	13.34%
400,000	962.16	1,090.52	128.36	13.34%
450,000	1,082.43	1,226.84	144.41	13.34%
500,000	1,202.70	1,363.15	160.45	13.34%
550,000	1,353.04	1,533.54	180.51	13.34%
600,000	1,503.38	1,703.94	200.56	13.34%
650,000	1,653.71	1,874.33	220.62	13.34%
700,000	1,804.05	2,044.73	240.68	13.34%
750,000	1,954.39	2,215.12	260.73	13.34%
800,000	2,104.73	2,385.51	280.79	13.34%
850,000	2,255.06	2,555.91	300.84	13.34%
900,000	2,405.40	2,726.30	320.90	13.34%
950,000	2,555.74	2,896.69	340.96	13.34%
1,000,000	2,706.08	3,067.09	361.01	13.34%
City Tax on General Commercial/Industrial Property				
50,000	180.41	204.47	24.07	13.34%
75,000	270.61	306.71	36.10	13.34%
100,000	360.81	408.95	48.14	13.34%
200,000	781.76	886.05	104.29	13.34%
300,000	1,262.84	1,431.31	168.47	13.34%
400,000	1,743.92	1,976.57	232.65	13.34%
500,000	2,225.00	2,521.83	296.83	13.34%
600,000	2,706.08	3,067.09	361.01	13.34%
700,000	3,187.16	3,612.35	425.19	13.34%
800,000	3,668.24	4,157.61	489.37	13.34%
900,000	4,149.32	4,702.87	553.55	13.34%
1,000,000	4,630.40	5,248.13	617.73	13.34%

City of White Bear Lake
Residential
Property Tax Impact of tax levy
2024 Estimated City Property Taxes with Comparison Information from Prior Years

15-30-22-41-0036 4779 Peggy Lane	2018	2019	2020	2021	2022	2023	Est. 2024	Net Chg	% Chg
Market Value	178,000	192,700	224,000	238,100	245,400	273,500	296,800	23,300	8.52%
Taxable Market Value	156,800	172,800	207,000	222,300	230,300	260,900	286,300		
Tax Capacity	1,568	1,728	2,070	2,223	2,303	2,609	2,863		
City Tax Burden	298.82	348.88	426.81	452.49	512.68	627.58	780.54	152.96	24.37%

14-30-22-22-0056 4953 Campanaro	2018	2019	2020	2021	2022	2023	Est. 2024	Net Chg	% Chg
Market Value	191,100	209,300	229,900	236,300	256,300	293,500	302,300	8,800	3.00%
Taxable Market Value	171,100	190,900	213,400	220,300	242,200	282,700	292,300		
Tax Capacity	1,711	1,909	2,134	2,204	2,422	2,827	2,923		
City Tax Burden	326.08	385.43	440.22	448.42	539.17	680.02	796.90	116.88	17.19%

36-30-22-13-0037 2547 Elm Drive	2018	2019	2020	2021	2022	2023	Est. 2024	Net Chg	% Chg
Market Value	212,400	232,100	232,500	232,600	343,300	363,900	390,400	26,500	7.28%
Taxable Market Value	194,300	215,700	216,200	216,300	337,000	359,400	390,400		
Tax Capacity	1,943	2,157	2,162	2,163	3,370	3,594	3,904		
City Tax Burden	370.29	435.50	446.00	440.28	750.53	864.50	1,064.35	199.85	23.12%

35-30-22-24-0056 1970 Ivy Lane	2018	2019	2020	2021	2022	2023	Est. 2024	Net Chg	% Chg
Market Value	378,300	371,200	375,900	416,900	422,700	460,700	471,600	10,900	2.37%
Taxable Market Value	375,100	367,400	372,500	416,900	422,700	460,700	471,600		
Tax Capacity	3,751	3,674	3,725	4,169	4,227	4,607	4,716		
City Tax Burden	714.86	741.78	768.43	848.60	941.40	1,108.16	1,285.72	177.57	16.02%

13-30-22-42-0011 2517 Manitou Island	2018	2019	2020	2021	2022	2023	Est. 2024	Net Chg	% Chg
Market Value	903,000	1,128,900	1,032,800	1,200,000	2,170,000	2,595,000	4,811,800	2,216,800	85.43%
Taxable Market Value	903,000	1,128,900	1,032,800	1,200,000	2,170,000	2,595,000	4,811,800		
Tax Capacity	10,038	12,861	11,660	13,750	25,875	31,188	58,898		
City Tax Burden	1,913.02	2,596.64	2,405.34	2,798.81	5,762.59	7,501.92	16,057.23	8,555.31	114.04%

City of White Bear Lake
Commercial
Property Tax Impact of tax levy
2024 Estimated City Property Taxes with Comparison Information from Prior Years

White Bear Royal Apartments 26.30.22.33.0004 3675 Highland Avenue	2019	2020	2021	2022	2023	Est. 2024	Net Chg	% Chg
Market Value	7,414,000	7,636,400	7,600,000	7,700,000	9,116,800	9,116,800	1,416,800	18.40%
Tax Capacity	92,675	95,455	95,000	96,250	113,960	113,960		
City Tax Burden	18,711.08	19,691.52	19,337.25	21,435.74	27,411.78	31,068.91	9,633.18	44.94%

White Bear Auto Body 14.30.22.41.0054 2218 4th Street	2019	2020	2021	2022	2023	Est. 2024	Net Chg	% Chg
Market Value	499,500	524,500	577,000	580,500	602,600	723,100	142,600	24.57%
Tax Capacity	9,240	9,740	10,790	10,860	11,032	13,712		
Tax Capacity adjusted for Fiscal Disparities	5,935	6,095	7,025	6,648	7,103	8,618		
City Tax Burden	1,198.30	1,249.09	1,432.83	1,463.42	1,708.54	2,349.59	886.17	60.55%

Bellaire Shopping Center 35.30.22.21.0083 2000 County Road E	2019	2020	2021	2022	2023	Est. 2024	Net Chg	% Chg
Market Value	3,055,000	3,055,000	3,132,500	3,025,500	2,982,700	3,416,200	390,700	12.91%
Tax Capacity	60,350	60,350	61,900	59,760	58,904	67,574		
Tax Capacity adjusted for Fiscal Disparities	38,765	37,767	40,303	36,160	37,022	42,471		
City Tax Burden	7,826.59	7,791.05	8,220.28	7,175.90	8,905.22	11,579.00	4,403.10	61.36%

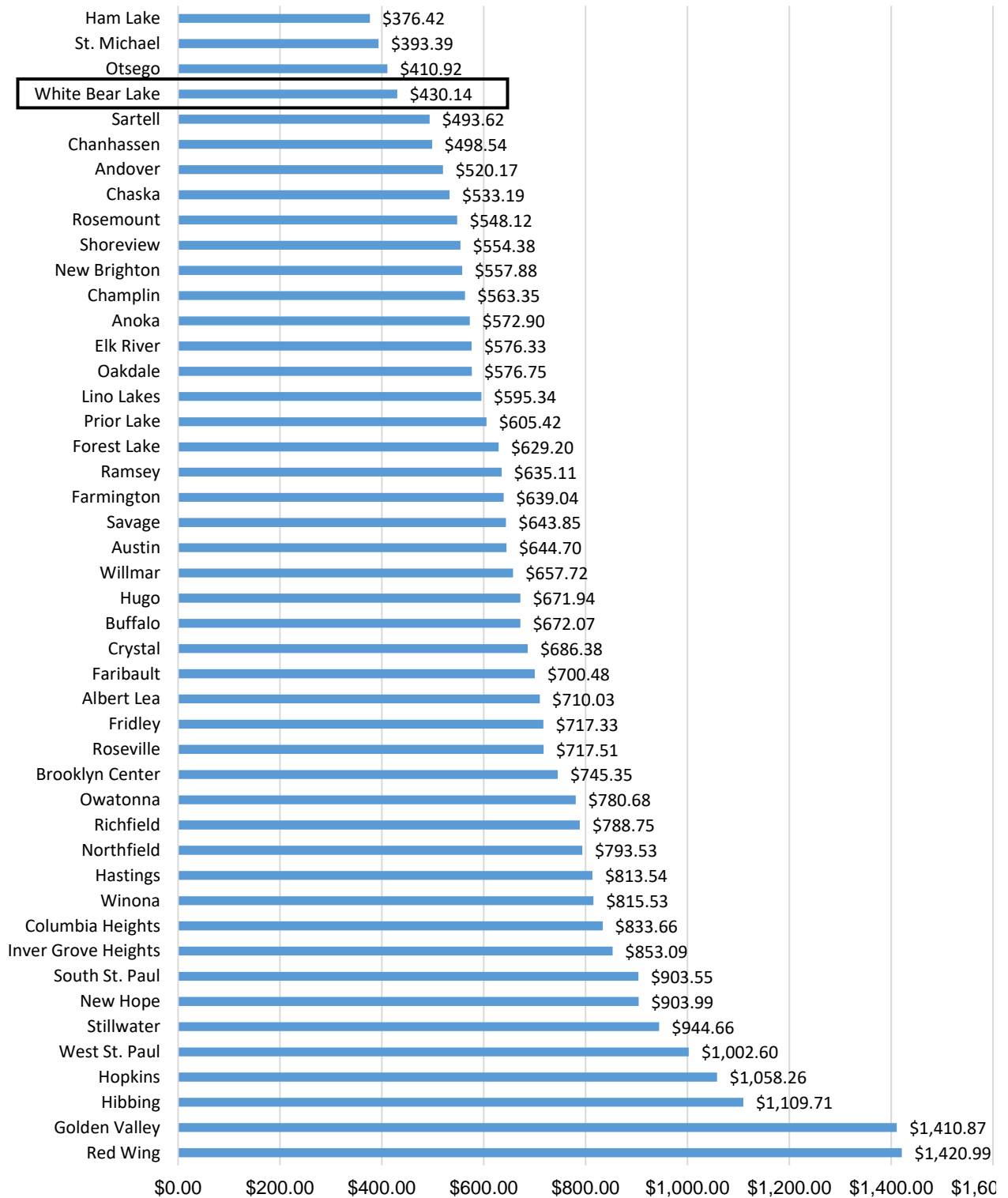
Internaltion Paper 15.30.22.11.0017 1699 9th Street	2019	2020	2021	2022	2023	Est. 2024	Net Chg	% Chg
Market Value	4,365,100	4,000,000	4,488,000	4,532,900	4,736,900	5,826,400	1,293,500	28.54%
Tax Capacity	86,552	79,250	89,010	89,908	93,988	115,778		
Tax Capacity adjusted for Fiscal Disparities	55,595	49,595	57,954	54,402	59,073	72,769		
City Tax Burden	11,224.64	10,163.55	11,820.41	12,115.82	14,209.34	19,838.89	7,723.07	63.74%

City of White Bear Lake
Commercial
Property Tax Impact of tax levy
2024 Estimated City Property Taxes with Comparison Information from Prior Years

Health Parters 22.30.22.21.0002 1430 Highway 96	2019	2020	2021	2022	2023	Est. 2024	Net Chg	% Chg
Market Value	4,293,500	4,508,200	4,508,200	4,300,000	4,226,900	4,353,700	53,700	1.25%
Tax Capacity	85,120	89,414	89,414	85,250	83,788	86,324		
Tax Capacity adjusted for Fiscal Disparities	54,675	55,956	58,217	51,584	52,662	54,256		
City Tax Burden	11,038.93	11,467.11	11,874.07	11,488.22	12,667.24	14,791.86	3,303.64	28.76%

White Bear Hotel 14.30.22.11.0057 4940 Highway 61	2019	2020	2021	2022	2023	Est. 2024	Net Chg	% Chg
Market Value	6,375,600	6,694,400	7,363,800	6,259,200	6,196,600	6,691,700	432,500	6.91%
Tax Capacity	126,762	133,138	146,526	124,434	123,182	133,084		
Tax Capacity adjusted for Fiscal Disparities	81,423	83,319	95,402	75,293	77,422	83,646		
City Tax Burden	16,439.34	17,074.51	19,458.39	16,768.42	18,622.98	22,804.32	6,035.89	36.00%

2023 Tax Levy and Local Government Aid per Capita for Minnesota Cities with a Population Between 16,000 - 37,000



RESOLUTION NO.

RESOLUTION ADOPTING THE 2024 BUDGET AND REVISING THE 2023 BUDGET AS ADOPTED BY RESOLUTION NO. 13111 FOR THE CITY OF WHITE BEAR LAKE

WHEREAS, the City Charter provides for the adoption of an annual operating budget and that such adoption shall precede the tax levy resolution; and

WHEREAS, State law provides that such tax levy resolution shall be submitted to the County Auditor prior to December 28th of the year preceding collection; and

WHEREAS, the Mayor and City Council had been presented with budget recommendations for expenditures and revenues, such that revenues fully fund expenditures and provide a safe margin of undesignated fund balances; and

WHEREAS, Resolution No. 13111 adopted the 2023 operating budget; and

WHEREAS, the City Charter authorizes the transfer of sums to other purposes; and

WHEREAS, the City plans to close any remaining cash balances of the 2012 Refunding Tax Increment Fund to the Pioneer Manor Fund and the Ambulance Fund to the General Fund;

WHEREAS, the City plans to close the HRA Downtown Expansion District 25 Fund, which will have no remaining cash balances since remaining funds were paid to Ramsey County in during 2023;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake, Minnesota, that the 2024 operating budget shall be adopted and the 2023 operating budget shall be revised as follows:

Revenue:	<u>2023 Budget</u>	<u>2024 Budget</u>
<u>General Fund</u>		
General Property Tax	\$ 8,233,000	\$ 9,730,000
Franchise Fees and Fines	432,628	422,300
Licenses and Permits	1,362,605	892,850
Intergovernmental	2,114,949	2,481,390
Charges for Services	883,286	3,578,327
Miscellaneous	184,806	207,655
Transfers In	<u>1,048,600</u>	<u>1,067,520</u>
Total General Fund	<u>14,259,874</u>	<u>18,380,042</u>

RESOLUTION NO.

Special Revenue Funds

Amercian Rescue Plan Aid	305,714	570,638
Surface Water Pollution Prevention	297,353	506,428
Marina	439,075	452,145
Sports Center	758,593	747,360
Forfeiture	6,587	7,800
Economic Development	572,093	572,148
Total Special Revenue Funds	<u>2,379,415</u>	<u>2,856,519</u>

Debt Service Funds

Non-Bonded Special Assessment	606,771	498,160
2012 Special Assessment	178,300	172,400
2012 Refunding Tax Increment (PM)	160,000	-
2016 Tax Increment (BWC)	138,449	140,440
2018A G.O. Improvement and Equip. Cert.	421,799	394,797
2018B G.O. Tax Abatement Bonds	240,500	238,400
2019A G.O. Improvement Bonds	139,713	139,381
2020A G.O. Improvement and Equip. Cert.	329,200	326,400
2021A G.O. Improvement and Equip. Cert.	189,976	182,815
2022A G.O. Improvement and Equip. Cert.	274,626	265,020
2022B G.O. CIP Bonds (PS Facility)	367,000	557,000
2023A G.O. CIP Bonds (PS Facility)	335,377	670,000
Total Debt Service Funds	<u>3,381,711</u>	<u>3,584,813</u>

Capital Project Funds

Equipment Acquisition	554,319	1,394,171
Municipal Building	11,113,142	1,075,000
Park Improvement	285,751	178,000
Pavement Management	1,004,832	5,654,175
HRA Hoffman Place District 26	51,730	51,000
HRA Boatworks District 27	275,700	287,800
Total Capital Project Funds	<u>13,285,474</u>	<u>8,640,146</u>

Enterprise Funds

Water Utility	2,473,596	2,635,395
Sewer Utility	3,743,845	3,670,700
Environmental Recycling & Disposal Waste	1,827,474	2,025,411
Ambulance	2,799,500	-
Pioneer Manor	461,149	459,300
License Bureau	883,656	900,078
Total Enterprise Funds	<u>12,189,220</u>	<u>9,690,884</u>

RESOLUTION NO.

Internal Service Funds

Insurance	437,581	445,584
Employee Expense	<u>4,203,541</u>	<u>4,455,753</u>
Total Internal Service Funds	<u>4,641,122</u>	<u>4,901,337</u>

Revenue Subtotal	<u>50,136,816</u>	<u>48,053,741</u>
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Community Reinvestment	<u>124,755</u>	<u>130,000</u>
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Total Revenue	<u>\$ 50,261,571</u>	<u>\$ 48,183,741</u>
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Appropriations/Reserves:

	<u>2023 Budget</u>	<u>2024 Budget</u>
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General Fund

Legislative	\$ 158,683	\$ 170,058
Administration	543,133	628,350
Finance	676,957	657,457
Legal	79,736	83,851
City Hall	256,153	266,910
Technology	139,148	143,235
Elections	79,405	81,062
Planning	391,314	415,578
Public Safety		
Public Safety Facility	148,120	171,814
Police	5,533,953	5,869,957
Fire	1,522,993	1,687,157
Ambulance	-	3,020,971
Dispatch	251,800	254,300
Legal Prosecution	137,463	144,623
Animal Control	17,167	18,666
Emergency Preparedness	14,754	17,513
Building and Code Enforcement	793,158	911,334
Public Works		
Public Works Facility	269,099	296,710
Engineering	778,503	871,609
Garage	290,234	317,323
Streets	635,613	704,406
Snow and Ice Removal	305,708	310,135
Street Lighting	264,395	253,757
Parks	808,145	1,001,546
Non-Departmental		
Senior Bus	7,800	7,800
Lake Conservation District	22,450	13,175
Northeast Youth and Family Services	<u>57,000</u>	<u>60,000</u>
Total General Fund	<u>14,182,884</u>	<u>18,379,297</u>

RESOLUTION NO.

Special Revenue Funds

American Rescue Plan Aid	305,714	570,638
Surface Water Pollution Prevention	342,220	540,100
Marina	455,095	431,325
Sports Center	804,076	880,531
Forfeiture	11,100	21,800
Economic Development	922,563	1,214,911
Total Special Revenue Funds	<u>2,840,768</u>	<u>3,659,305</u>

Debt Service Funds

Non-Bonded Special Assessment	375,487	315,175
2012 Special Assessment	178,295	171,418
2012 Refunding Tax Increment (PM)	191,368	-
2016 Tax Increment (BWC)	136,772	139,047
2018A G.O. Improvement and Equip. Cert.	412,566	404,666
2018B G.O. Tax Abatement Bonds	230,785	228,660
2019A G.O. Improvement Bonds	163,510	161,810
2020A G.O. Improvement and Equip. Cert.	344,585	338,110
2021A G.O. Improvement and Equip. Cert.	205,264	205,485
2022A G.O. Improvement and Equip. Cert.	108,409	270,057
2022B G.O. CIP Bonds (PS Facility)	191,534	302,035
2023A G.O. CIP Bonds (PS Facility)	489	546,374
Total Debt Service Funds	<u>2,539,064</u>	<u>3,082,837</u>

Capital Project Funds

Equipment Acquisition	1,197,884	2,005,000
Municipal Building	13,585,434	5,145,924
Park Improvement	726,218	351,800
Pavement Management	1,277,200	6,131,200
HRA Downtown Expansion District 25	1,481,510	-
HRA Hoffman Place District 26	52,275	45,950
HRA Boatworks District 27	169,850	174,275
Total Capital Project Funds	<u>18,490,371</u>	<u>13,854,149</u>

Enterprise Funds

Water Utility	2,948,713	2,634,283
Sewer Utility	3,589,429	3,641,646
Environmental Recycling & Disposal Waste	1,913,020	2,068,329
Ambulance	3,087,008	159,000
Pioneer Manor	605,917	489,040
License Bureau	924,553	998,856
Total Enterprise Funds	<u>13,068,640</u>	<u>9,991,154</u>

RESOLUTION NO.

Internal Service Funds

Insurance	415,200	444,150
Employee Expense	<u>3,963,900</u>	<u>4,309,200</u>
Total Internal Service Funds	<u>4,379,100</u>	<u>4,753,350</u>
Appropriations/Reserves Subtotal	<u>55,500,827</u>	<u>53,720,092</u>
Community Reinvestment	<u>290,000</u>	<u>640,000</u>
Total Appropriations/Reserves	<u>\$ 55,790,827</u>	<u>\$ 54,360,092</u>

The foregoing resolution, offered by Councilmember _____, and seconded by Councilmember _____, was declared carried on the following vote:

Ayes:

Nays:

Passed:

Dan Louismet, Mayor

ATTEST:

Caley Longendyke, City Clerk

RESOLUTION NO.

**RESOLUTION APPROVING THE 2023 TAX LEVY FOR
TAXES COLLECTIBLE IN 2024 FOR THE CITY OF WHITE BEAR LAKE**

WHEREAS, the City of White Bear Lake is annually required by Charter and State law to approve a resolution setting forth an annual tax levy to the Ramsey and Washington County Auditors; and

WHEREAS, Minnesota Statutes currently in force require certification of a proposed tax levy to the Ramsey and Washington County Auditors on or before December 28, 2023; and

WHEREAS, detail for the revised 2023 and 2024 budgets have been submitted to the City Council by the City Manager.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of White Bear Lake, Ramsey and Washington Counties, Minnesota that the following sums are levied in 2023, collectible in 2024, upon the taxable property in said City of White Bear Lake for the following purposes:

General Fund	\$ 9,730,000
Debt Service: YMCA/Sports Center	132,000
Debt Service: Street Construction - 2018	220,000
Debt Service: Street Construction - 2019	83,000
Debt Service: Street Construction - 2020	107,000
Debt Service: Equipment Certificates - 2020	151,000
Debt Service: Street Construction - 2021	97,000
Debt Service: Equipment Certificates - 2021	61,000
Debt Service: Street Construction - 2022	204,000
Debt Service: Public Safety Facility CIP - 2022	553,000
Debt Service: Public Safety Facility CIP - 2023	<u>665,000</u>
Gross Levy	12,003,000
Less: Fiscal Disparity	<u>(1,084,295)</u>
Net Levy	<u>\$ 10,918,705</u>

BE IT FURTHER RESOLVED, that provision has also been made for payment of the City's share of Public Employees Retirement Association's contributions for the ensuing years; and

BE IT FURTHER RESOLVED, that there is a sufficient sum of monies in all Debt Service Funds of the City which are irrevocably pledged to pay principal and interest in 2024 on all

RESOLUTION NO.

outstanding bond issues, and the deferred annual tax levies previously certified to the County Auditor are hereby canceled, and replaced by the above debt service tax levy; and

BE IT FURTHER RESOLVED, that the City Clerk is hereby authorized and directed to transmit a certified copy of this resolution to the County Auditor's of Ramsey and Washington Counties, Minnesota, as required by law.

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes
Nays:
Passed:

Dan Louismet, Mayor

ATTEST:

Caley Longendyke, City Clerk

RESOLUTION NO.

**RESOLUTION COMMITTING FUND BALANCES FOR SPECIFIC PURPOSE
FOR THE CITY OF WHITE BEAR LAKE**

WHEREAS, the Governmental Accounting Standards Board’s Statement #54 defines committed fund balance as amounts that can only be used for specific purposes; and

WHEREAS, the City Council formalizes these fund balances for specific purpose in the budget document; and

WHEREAS, the budget document commits or reserves fund balances for defined purposes.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of White Bear Lake that the specific portions of fund balances or the actual amounts determined as of fiscal year end is committed as follows:

<u>Fund</u>	<u>Purpose</u>	<u>2023</u>	<u>2024</u>
Special Revenue			
Surface Water Pollution Prevention	Storm Water Run Off Control	\$ 838,828	\$ 805,156
Marina	Community Utilization	347,674	368,494
Sports Center	Community Utilization	209,623	76,451
Forfeiture	Public Safety	27,332	13,332
Economic Development	Economic Improvement	1,529,838	887,074
Debt Service			
Non-Bonded Debt	Special Assessment Finance	1,112,242	1,295,227
Special Assessment - 2012	Street Improvements	24,907	25,889
Tax Increment - 2016	Boatworks Commons	33,879	35,272
G.O. Impr. And Eq. Cert. - 2018	Street Impr, SC Equipment	449,026	439,157
G.O. Tax Abatement - 2018	Facility Renovation	245,704	255,444
G.O. Improvement - 2019	Street Improvements	384,571	362,142
G.O. Impr. and Eq. Cert. - 2020	Street Impr, Equipment	606,079	594,369
G.O. Impr. and Eq. Cert. - 2021	Street Impr, Equipment	325,502	302,832
G.O. Improvement - 2022	Street Improvements	426,472	421,435
G.O. Capital Improvement - 2022	Public Safety Facility	175,466	430,431
G.O. Capital Improvement - 2023	Public Safety Facility	334,888	458,514
Capital Projects			
Equipment Acquisition	City Equipment Purchases	1,574,542	963,713
Municipal Building	City Facility Construction	5,014,112	943,188
Park Improvement	Park Construction	963,455	789,655
Pavement Management	Street Construction	4,142,902	3,665,877
Community Reinvestment	Infrastructure Finance	6,827,460	6,317,460
HRA Hoffman Place District 26	Tax Increment Finance	66,403	71,453
HRA Boatworks District 27	Tax Increment Finance	460,979	574,504

RESOLUTION NO.

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes:

Nays:

Passed:

Dan Louismet, Mayor

ATTEST:

Caley Longendyke, City Clerk



City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Mayor and City Council
From: Lindy Crawford, City Manager
Date: December 12, 2023
Subject: **Second reading of an ordinance establishing the 2024 Fee Schedule**

SUMMARY

The City Council will conduct the second reading and adopt an ordinance establishing the 2024 Fee Schedule.

BACKGROUND INFORMATION

City staff reviews the Fee Schedule every year and makes proposed adjustments as needed. The Fee Schedule is then presented to the City Council for approval at the end of each year. Attached are all of the proposed changes; major adjustments are highlighted below. No changes have been made to the fee schedule since the first ordinance reading.

Business Licenses

Most alcohol-related business license fees were last amended 20 years ago. Comparing with similar and other metropolitan cities, White Bear Lake is behind in almost all business license categories. The purpose of the adjustments is to keep up with the market and increasing staff costs and time to administer license application as well as conduct compliance checks. To ensure business owners do not feel the burden of the adjustments, proposed increases to annual fees will be gradual and over time. The City will continue to be behind, but cannot increase the fees at the necessary rate without negatively impacting business owners.

Ambulance Rates

The 2024 fee schedule recommends a 3% rate increase to support operations and capital expenditures.

Call Type	Rates		Rates	
	Effective	Effective	Effective	Effective
	1/1/2022	1/1/2023	1/1/2023	1/1/2024
Basic Life Support	\$ 1,550.00	\$ 1,628.00	\$ 1,628.00	\$ 1,676.00
Advanced Life Support-1	2,040.00	2,143.00	2,143.00	2,208.00
Advanced Life Support-2	2,225.00	2,336.00	2,336.00	2,406.00
Treatment No Transport	520.00	546.00	546.00	563.00
Mileage per mile	33.00	35.00	35.00	36.00

Sports Center

The 2024 fee schedule includes Annual Ice Show Tickets, Skating Competition, Birthday Parties and Pro Shop Items. These fees have been charged in the past, but were not previously identified in the fee schedule.

Marina

The 2023 budget created a resident and non-resident fee structure to benefit local customers and better align the City’s rental rates with private slip providers for non-resident customers. The 2024 fee schedule recommends a 3% increase to both fee types, which increases the resident rate to \$2,575 and the non-resident rate to \$2,885.

Sewer Fees

The most significant expenditure in the Sewer budget is Met Council’s wastewater service fee, which is roughly 57% of the total expenditures. Even though the Met Council’s charge increased in recent years, we saw a reduction in annual costs from 2021- 2023 as the City’s percentage of the flow into the regional system has decreased each year in that same time frame when comparing to the other communities. Met Council’s service fee shows a rate increase of \$92,289 for 2024. The 2024 fee schedule recommends a 1% rate increase for sewer services.

Units Consumed	2022 Rate	2023 Rate	2024 Rate
0-6,000 gallons (0-8 units)	\$36.80 flat fee	\$36.80 flat fee	\$37.20 flat fee
>6,000 gallons (>8 units)	\$4.60 / 750 gal	\$4.60 / 750 gal	\$4.65 / 750 gal

Water Rates and Infrastructure Fees

The 2024 fee schedule recommends an increase to both the water consumption rate and the infrastructure fee to ensure the fund does not operate in a deficit. The commercial water meter fee increases by 1% to ensure collections will cover future replacement meter replacement costs.

Residential			
Units Consumed	2022 Rates	2023 Rates	2024 Rates
0-6,000 gallons (0-8 units)	\$14.16 flat fee	\$14.56 flat fee	\$15.90 flat fee
Winter qtr >6,000 gallons (> 8 units)	1.77 / 750 gal	1.82 / 750 gal	1.99 / 750 gal
Non-winter qtr >6,000 gallons (>8 units)	2.14 / 750 gal	2.20 / 750 gal	2.40 / 750 gal

Commercial			
Units Consumed	2022 Rates	2023 Rates	2024 Rates
0-6,000 gallons (0-8 units)	\$13.67 flat fee	\$14.08 flat fee	\$15.34 flat fee
6,001-20,250 gallons (8-27 units)	1.71 / 750 gal	1.76 / 750 gal	1.92 / 750 gal
20251-56,250 gallons (27-75 units)	1.77 / 750 gal	1.82 / 750 gal	1.99 / 750 gal
>56,250 gallons (>75 units)	1.98 / 750 gal	2.04 / 750 gal	2.22 / 750 gal
Non-winter quarter over base	2.14 / 750 gal	2.20 / 750 gal	2.40 / 750 gal

Infrastructure Fee	2022	2023	2024
Property Type	Rates	Rates	Rates
Residential	\$6.00 / qtr	\$11.00 / qtr	\$13.75 / qtr
Commercial	21.00 / qtr	30.00 / qtr	37.50 / qtr

Commercial Water Meter Fee	2022	2023	2024
Meter Size	Rates	Rates	Rates
1" Meter	\$8.00 / qtr	\$8.00 / qtr	\$8.10 / qtr
1.5" Meter	18.00 / qtr	18.00 / qtr	18.20 / qtr
2" Meter	21.00 / qtr	21.00 / qtr	21.20 / qtr
3" Meter	55.00 / qtr	55.00 / qtr	55.55 / qtr
4" Meter	67.00 / qtr	67.00 / qtr	67.65 / qtr
6" Meter	110.00 / qtr	110.00 / qtr	111.10 / qtr
12" Meter	n/a	n/a	275.00 / qtr

Surface Water Management Fee

In 2023, the Engineering Department analyzed all non-residential properties and assigned them a Residential Equivalent Unit (REU) based on the property's square footage of impervious surface to use as a multiplier for the quarterly rate to create a fair system to allocate the surface water fees between different types of properties.

Though immediate implementation of the new REU fee calculation would assist in funding department projects, nearly all projects are requirements of the City's MS4 Permit, staff recognized the immediate transition is difficult for entities with large areas of impervious surfaces. Therefore, staff recommended a phased in transition to the new REU calculation.

The 2024 fee schedule recommends:

- Residential quarterly fees increase to \$11.00.
- Commercial and Multi-Family housing unit quarterly fees increase to \$10.00.
- Commercial entities with an actual REU of 1-7 will pay the \$10.00 rate multiplied by their actual REU each quarter.
- Commercial entities with an actual REU greater than 7 will pay the \$10.00 rate multiplied by 7. Staff recommends increasing the REU limit number each year to allow entities with higher REU to ease into their actual quarterly charge that aligns our surface water utility needs.

Refuse/ Recycling

The 2024 fee schedule recommends a rate that incorporates the 2024 vendor per unit collection/ hauling contract fee and a 17% increase to the tipping fee portion to cover the expenditure increase from the R&E center.

Service Level	2022 Rate	2023 Rate	2024 Rate
30 gallon senior	\$38.34 / qtr	\$39.84 / qtr	\$41.40 / qtr
30 gallon	39.00 / qtr	40.62 / qtr	42.33 / qtr
60 gallon	55.83 / qtr	60.48 / atr	65.55 / qtr
90 gallon	75.24 / qtr	83.37 / qtr	92.37 / qtr
Recycling processing fee	n/a	n/a	1.50 / qtr

RECOMMENDATION

1. After the second reading, staff recommends the City Council adopt the attached ordinance establishing the 2024 Fee Schedule, as presented.
2. After adopting the ordinance, staff recommends the City Council adopt the attached resolution approving summary publication of the 2024 Fee Schedule ordinance, as presented.

ATTACHMENTS

2024 Proposed Fee Schedule
Ordinance
Summary Resolution

2024 FEE SCHEDULE
PROPOSED CHANGES ARE TRACKED IN RED
ORDINANCE NO.

I	ALCOHOL LICENSES (RESOLUTION NO. 9538)	FEE	LAST ADJUSTED
	On- and Off-Sale Malt Liquor App and Background	\$100.00 \$500.00	January 2004
	On-Sale Malt Liquor License	\$175.00 \$200.00	January 2004
	Off-Sale Malt Liquor License	\$75.00 \$100.00	January 2004
	On-Sale Wine License App and Background	\$250.00 \$500.00	January 2004
	On- and Off-Sale Liquor App and Background	\$500.00	January 2004
	On-Sale Wine License	\$250.00 \$275.00	January 2004
	On-Sale Liquor License	\$3,200.00 \$3,350.00	January 2004
	Off-Sale Liquor License	\$200.00 \$225.00	January 2004
	On-Sale Sunday Liquor License (§340A.504, Subd. 3)	\$200.00	January 2004
	On-Sale Temporary Liquor/Malt/Wine License	\$27.50 \$40.00	January 2004
	Club License	\$100.00 \$150.00	January 2004
	Brewer Off-Sale	\$200.00 \$250.00	January 2014
	Brewer Taproom On-Sale	\$200.00 \$250.00	January 2014

II	BUSINESS LICENSES	FEE	LAST ADJUSTED
	Adult Establishment License (Ord. 1124)	\$2,000.00 \$2,060.00	January 2017
	Adult Establishment Application and Background	\$500, unless out-of-state, then actual costs not to exceed \$1,500	January 2017
	Cigarette /Tobacco and Related Products License (Res. No. 9538) CLASS A	\$150.00 \$175.00	January 2017
	-Three compliance issues in one business cycle CLASS B	\$200.00 \$250.00	January 2017
	Charitable Gambling Premises License (Res. 9538)	\$225.00 \$250.00	January 2017
	Charitable Gambling Regulatory Tax (Res. 12435)	0.2% of net profits	August 2019
	Dog Kennel License (Ord. 701)	\$50.00 \$60.00	January 2017
	Edible Cannabinoid Products License (Ord. 2069)	\$125.00	September 2023
	Edible Cannabinoid Products App and Background (Ord. 2069)	\$500.00	September 2023
	Massage Therapist Background	\$75.00 \$100.00	January 2020
	Massage Therapist License	\$25.00 \$30.00	September 2015
	Pawnbroker and Precious Metal Dealer License (Ord. 1125)	\$12,000.00 \$12,360.00	January 2017
	Public Bench License (Res. 9538)	\$25.00/application & \$20.00/bench \$50.00/license & \$20.00/bench	January 2017
	Refuse / Recycling Hauler License (Res. 9538)	\$150.00 \$175.00	January 2017
	Rubbish Haulers and Junk Dealers	\$50.00 \$75.00	January 2004
	Solicitor/Peddler/Transient Merchant Background	\$50.00/up to 2 ppl, then \$10-ea \$20 ea	January 2019
	Solicitor/Peddler/Transient Merchant License Permit (Res. 7033)	\$50.00 Valid through December 31 Expedited service (within 5 days of event): Additional \$20.00	January 2024

(Note about Solicitor/Peddler/Transient Merchants: Separately listing background and permit fee, with fee for each.)

III	ADMINISTRATION	FEE	LAST ADJUSTED
	Copies: 1 to 100 pages (MN Statute, section 13.03)	\$0.25 / page	August 2005
	Copies: over 100 pages (MN Statute, section 13.03)	Actual cost of data collection & copies	August 2005
	Duplicate copies of licenses and permits	\$1.00	January 2017
	Elections Filing	\$5.00	1966
	Fax	\$0.50 / sheet	January 2004
	Passport photo	\$17.00	January 2023
	Return Check Charge	\$30.00	January 2004

2024 FEE SCHEDULE
PROPOSED CHANGES ARE TRACKED IN RED

ORDINANCE NO.

IV	POLICE ADMINISTRATION	FEE	LAST ADJUSTED
	Accident Photo	\$25.00/cd	January 2017
	Accident Data Review	\$10.00/mo	January 2017
	Finger Printing	Residents free, \$20 non-residents	January 2019
	No Parking Signs	\$50.00	January 2019
	Transcripts	\$40.00/hr	January 2019
	Police Standby	\$100.00/hr, two-hour minimum	January 2021

V	ANIMALS	FEE	LAST ADJUSTED
	Dog License Male / Female (Ord. No. 701)	\$20.00/every two years	January 2017
	Dog License Neutered / Spayed (Ord. No. 701)	\$15.00/every two years	January 2017
	Dog License Late Fee (Ord. No. 701) / replacement license	\$5.00	January 2017
	Potentially dangerous dogs	\$120.00	January 2019
	Dangerous dogs	\$500.00	January 2019
	Impound of dogs (Ord. No. 752)	Actual cost of contractor	January 2017
	Impound / disposal of miscellaneous animals	Actual cost of contractor	January 2017

VI	ADMINISTRATIVE OFFENSES	FEE	LAST ADJUSTED
	A. Penalties for Alcohol and Tobacco Sales:		
	Purchase, possession	\$50.00	January 2013
	Underage consumption	\$50.00	January 2013
	Lending ID to underage person	\$100.00	January 2013
	License holder, first offense	\$150.00	January 2013
	License holder, second offense within 12 months	\$275.00	January 2013
	License holder, third offense within 18 months	\$500.00	January 2013
	Other alcohol and tobacco related offenses	\$100.00	January 2013
	B. Animals:		
	Other animal violation	\$25.00	January 2013
	C. Parking:		
	Handicap zone	\$50.00	January 2013
	Fire lane	\$25.00	January 2013
	Snowbird	\$25.00	January 2013
	Blocking fire hydrant	\$25.00	January 2013
	Other illegal parking	\$25.00	January 2013
	D. Fires:		
	Open fires	\$100.00	January 2021
	Fire Code violations	\$100.00	January 2013
	E. Noise complaints:		
	Loud party	\$25.00	January 2013
	Loud party second offense in two months	\$50.00	January 2013
	Other complaints	\$30.00	January 2013
	F. Administrative penalties not listed in the fee schedule	\$50.00	January 2019
	Seat belts	\$25.00	January 2013
	Expired license plates / tabs	\$20.00	January 2013
	Subsequent admin offenses within 12 mos.	Increased 25%	January 2013

2024 FEE SCHEDULE
PROPOSED CHANGES ARE TRACKED IN RED

ORDINANCE NO.

VI	ADMINISTRATIVE OFFENSES (cont.)	FEE	LAST ADJUSTED
	G. Unauthorized recyclable collections (pulled from 505.050)	\$200.00	January 2023
	H. Planning and Zoning		
	Sidewalk Café Permit Violation	\$100.00	March 2023
	I. Penalties for Edible Cannabinoid Products (Ord. No. 2069)		
	Underage consumption	\$50.00	September 2023
	Lending ID to underage person	\$100.00	September 2023
	License holder, first offense	\$150.00	September 2023
	License holder, second offense within 12 months	\$275.00	September 2023
	Other edible cannabinoid-related offenses	\$100.00	September 2023

VI	FIRE DEPARTMENT	FEE	LAST ADJUSTED
	A. Fire Response		
	Pumper Truck (Ord. 805)	Actual costs	January 2017
	Ladder Truck (Ord. 805)	Actual costs	January 2017
	Rescue Unity (Ord. 805)	Actual costs	January 2017
	Chief / Command Unity (Ord. 805)	Actual costs	January 2017
	Rescue Boat (Ord. 805)	Actual costs	January 2017
	Hazardous Material Unit (Ord. 805)	Actual costs	January 2017
	B. Ambulance Fees		
	Basic Life Support (BLS)	\$1,628.00 \$1,676.00	January 2023
	Advanced Life Support (ALS1)	\$2,143.00 \$2,208.00	January 2023
	Major Advanced Life Support (ALS2)	\$2,336.00 \$2,406.00	January 2023
	Treatment – no transport	\$546.00 \$563.00	January 2023
	Mileage	\$35.00/mile \$36/mile	January 2023
	C. Permits and Inspections		
	Open Burning Permit (non-recreational fires)	\$75.00	January 2020
	Sale of Fireworks Permit (Res. 9366)	\$100.00/location	January 2017
	Tent Permit Inspection / Permit (over 400 sq feet)	\$75.00/location	January 2019
	Fireworks / Pyrotechnical Displays (community festivals exempt)	\$100.00/location	January 2021
	Vent Hood Inspections	\$90.00	January 2020
	Fire / EMS Standby	\$100.00/hr	January 2019
	Re-inspection fee	\$100.00 after 1 st re-inspection	January 2020

VII	RENTALS	FEE	LAST ADJUSTED
	A. Pioneer Manor (April 1 current year - March 31 following year)		
	1-Bedroom	\$798.00 \$825.00	January 2023
	1-Bedroom/Den	\$850.00 \$875.00	January 2023
	2-Bedroom	\$935.00 \$965.00	January 2023
	2-Bedroom Deluxe	\$987.00 \$1,020.00	January 2023
	Garage	\$65.00 \$67.00	January 2023

2024 FEE SCHEDULE
PROPOSED CHANGES ARE TRACKED IN RED

ORDINANCE NO.

VII	RENTALS (cont.)	Resident/Non-Resident/Corporate or For-Profit	LAST ADJUSTED
	B. Park Facility Rentals		
	Bossard, Ramaley, Rotary, Spruce and Jack Yost	\$50.00 / \$100.00 / \$125.00	January 2019
	Podvin Park (full facility)	\$125.00 / \$225.00 / \$325.00	January 2019
	Lakewood Hills (pavilion & kitchen)	\$100.00 / \$150.00 / \$250.00	January 2019
	Lakewood Hills (ballfields)	\$100.00 / \$150.00 / \$250.00	January 2019
	Stellmacher Park	\$50.00 / \$110.00 / \$175.00	January 2019
	West Park	\$50.00 / \$110.00 / \$175.00	January 2019
	Matoska Park	\$50.00 for two hours maximum	January 2019
	Spray Paint of any kind	\$250.00	October 2010
	Trash pick-up and disposal	Community & Non-Profit/Corporate or For-Profit	October 2010
	Events over 100 people	No fee/\$50.00	
	Events over 250 – 500 people	\$50.00/\$75.00	
	Every additional 250 people	Additional \$25.00	
	C. Outdoor Activity Rentals		
	Farmers' Market reservation/application	\$150.00/year	January 2023
	Farmers' Market same day temporary permit	\$20.00	January 2023
	Launch Tags	\$25.00/residents, \$75.00/non-residents	January 2017
	Moorings	\$375.00/residents, \$500.00/non-residents	January 2017
	Skids	\$55.00/residents, \$85.00/non-residents	January 2017
	Kayak / Canoe Rack	\$45.00/residents, \$75.00/non-residents	January 2017
	D. Boatworks Commons Community Room Rentals		
	City-Hosted and School District events	Gratis – Host sets-up, cleans up and tears down	December 2017
	Civic/Non-Profit up to 20 attendees, max 3 hrs	Gratis – Host sets-up, cleans up and tears down	January 2019
	Cleaning fee when food is served	Actual cleaning costs	January 2019
	Greater than 3 hrs and/or 20+ attendees	\$50.00 rental fee + actual cleaning costs	January 2019
	Private sector up to 4 hrs (includes set & clean)	\$500.00	January 2019
	Additional hours (max of 2 hrs)	\$50.00/hr	January 2019
	E. Sports Center Rentals		
	Miscellaneous Rental		
	Meeting Room Rental	\$15.00/hr \$20.00/hr	January 2019
	Aerobic Room Rental	\$20.00/hr \$25.00/hr	January 2019
	Locker Room Rental	\$5.00/mo	January 2019
	Ice Rental March – August	Non-Taxable/Tax Included	
	Prime Time	\$180.00/\$193.27	January 2023
	Non-Prime	\$145.00/155.69	January 2023
	Ice Rental September – February	Non-Taxable/Tax Included	
	Prime Time	\$215.00/\$230.85	January 2023
	Weekday, 8 a.m. – 3 p.m.	\$150.00/\$161.00	January 2020
	Non-Prime and after 9 p.m.	\$165.00/\$177.16	January 2023

2024 FEE SCHEDULE
PROPOSED CHANGES ARE TRACKED IN RED
ORDINANCE NO.

VII	RENTALS (cont.)	Resident/Non-Resident/Corporate of For Profit	LAST ADJUSTED
	Skating School Moved to Different Section		
	Group Lessons — (Tot — PreAlpha & Power)	-\$13.00/wk+\$7 session fee	January 2023
	Group Lessons — (Alpha — Delta & Adults)	-\$18.00/wk+\$7 session fee	January 2023
	Freestyle Levels	-\$23.00/wk+\$7 session fee	January 2023
	Contract (Open and Intermediate)	-\$14.00/wk in-session	January 2023
	Contract (High Level)	-\$14.00/wk in-session	January 2023
	Contract (Early Morning)	\$7.00/session	January 2023
	Drop in Morning	\$12.00/session	January 2023
	Drop in Afternoon	\$16.00/session	January 2023
	Skate Show		
	Annual Skating Show	\$130.00	January 2023
	Additional Show Packages	\$105.00	January 2023
	Parent / Child Skate	\$80.00	January 2023
	Ice Time		
	Open Skate	\$7.00	January 2023
	Skate Rental	\$5.00 \$7.00	January 2019
	Open Hockey	\$7.00/session	January 2023
	Dead Ice	\$10.00/hr	January 2023
	Miscellaneous		
	High School Game Fees	\$1,200/game	January 2023
	Rink Advertising Small Sign on wall	\$450.00/yr	January 2023
	Rink Advertising Hockey Boards	\$700.00/yr	January 2023
	Rink Advertising Ice Resurfacer (2 sides)	\$1,600/yr	January 2023
	Concession Stand Lease	\$1,200/yr	January 2023
	Skate Sharpening	\$9.00	January 2023
	F. Marina		
	Slip rental	\$2,500.00 \$2,575.00/season/resident \$2,800.00 \$2,885.00/season/non-resident	January 2023

VIII	UTILITIES	FEE	LAST ADJUSTED
	A. Water Rates		
	Residential Water Customers		
	0 – 6,000 gallons	\$14.56/qtr \$15.90/qtr	January 2023
	Winter quarter rate*	\$1.82/750 gallons \$1.99/750 gallons	January 2023
	Non-winter quarter rate**	\$2.20/750 gallons \$2.40/750 gallons	January 2023
	Commercial Water Customers		
	0 – 6,000 gallons	\$14.08/qtr \$15.34/qtr	January 2023
	6,001 – 20,250 gallons*	\$1.76/750 gallons \$1.92/750 gallons	January 2023
	20,251 – 56,250 gallons*	\$1.82/750 gallons \$1.99/750 gallons	January 2023
	Over 56,250 gallons*	\$2.04/750 gallons \$2.22/750 gallons	January 2023
	Non-winter quarter rate**	\$2.20/750 gallons \$2.40/750 gallons	January 2023

* Rate for consumption over 6,000 gallons in 750 gallon increments in the winter quarter & “base” for the other three (3) quarterly billing cycles

** Rate for consumption above the winter quarter rate for the other three (3) quarterly billing cycles

2024 FEE SCHEDULE
PROPOSED CHANGES ARE TRACKED IN RED
ORDINANCE NO.

VIII	UTILITIES (cont.)	FEE	LAST ADJUSTED
	B. Water Infrastructure Fees		
	Residential Water Customers	\$11.00/qtr \$13.75/qtr	January 2023
	Commercial Water Customers	\$30.00/qtr \$37.50/qtr	January 2023
	C. Water Meter Replacement Fees		
	Commercial Water Customers		
	1" Meter	\$8.00/qtr \$8.10/qtr	January 2022
	1.5" Meter	\$18.00/qtr \$18.20/qtr	January 2022
	2" Meter	\$21.00/qtr \$21.20/qtr	January 2022
	3" Meter	\$55.00/qtr \$55.55/qtr	January 2022
	4" Meter	\$67.00/qtr \$67.65/qtr	January 2022
	6" Meter	\$110.00/qtr \$111.10/qtr	January 2022
	12" Meter	\$275.00/qtr	January 2024
	D. Surface Water Management Fee		
	Residential Water Customers	\$7.00/qtr/per REU \$11.00/qtr/per REU	January 2022
	Commercial Water Customers	\$7.00/qtr/per REU \$10.00/qtr/per REU	
	E. Sewer Rates		
	0 – 6,000 gallons	\$36.80/qtr \$37.20/qtr	January 2022
	Consumption Above 6,000 gallons	\$4.60/750 gallons \$4.65/750 gallons	January 2022
	F. Refuse / Recycling Rates	TAXABLE NONTAXABLE	
	30 Gallon Senior	\$39.83/qtr \$41.40/qtr	January 2023
	30 Gallon Service	\$40.61/qtr \$42.33/qtr	January 2023
	60 Gallon Service	\$60.47/qtr \$65.55/qtr	January 2023
	90 Gallon Service	\$83.37/qtr \$92.37/qtr	January 2023
	Recycling processing fee	Fee eliminated \$1.50/qtr	
	G. Hydrant Meter Rental		
	Cost of inspection, use and administration	\$52.00/mo (non-prorated)	January 2019
	Dec. 1 – Apr 1, charge for extraordinary inspection	\$32.00 additional/mo (non-prorated)	January 2019
	Lost/replacement	\$1,500.00	January 2024
<p>Water usage charged based on metered amount or 6 billing units per month, whichever is greater. Charges assessed at maximum summer consumption rate in effect on the date the hydrant meter is returned. Applicants will be responsible for breakage or damage to hydrant, meter or other works at actual repair or replacement costs.</p>			
	H. Temporary Water Shut Off / On for non-maintenance (snow birds, realtors, foreclosures)		
	November 1 – March 31	\$150.00/event	January 2019
	April 1 – October 31	\$100.00/event for non-maintenance items	January 2023
	April 1 – October 31	\$40.00/event for maintenance items	January 2023
	I. Water Meter Data Log	\$25.00/report	January 2022
	J. Final Meter Reads	\$50.00/special read	January 2022
	K. Manual Quarterly Reading	\$50.00/quarterly bill	January 2022
	L. Non-compliance fee (old meters not switched out)	\$100.00/quarterly bill \$200/quarterly bill	January 2022
	M. Water Main Shut Down Fee	\$100.00	January 2023
	N. Sewer Line Issues		
	Televising	\$165.00	January 2019
	Televising for Street Reconstruction	\$90.00	January 2019

2024 FEE SCHEDULE
PROPOSED CHANGES ARE TRACKED IN RED

ORDINANCE NO.

IX	PLANNING AND ZONING	FEE	LAST ADJUSTED
	Concept Plan Review	\$200.00	January 2023
	Administrative Variance (Ord. No. 1408)	\$100.00	January 2023
	Comprehensive Plan Amendment (Ord. No. 1301.010)	\$500.00/\$560.00 if change in Land Use Designation, \$3,000.00 Escrow	January 2023
	Conditional Use Permits (CUP)	\$1,000.00 Escrow	January 2023
	CUP Fee	\$460.00	January 2004
	Amendments	\$260.00	January 2004
	Time Extension	\$50.00	January 2017
	Grading Plan Review (over .5 acre in size)	\$250.00	January 2010
	Grading Plan Review (less than .5 acre in size)	\$75.00	January 2010
	Home Occupation Permit Fee (Ord. No. 1303)	\$50.00/permitted, \$160.00 special	April 1994
	Environmental Review	\$1,000.00, \$10,000.00 Escrow	January 2023
	Excavation/Obstruction/ROW Permit (Ord. 18-2-3031)	\$200.00	January 2019
	Park Dedication (Res. No. 9538A)		
	Apartment Dwelling	\$750.00/\$150.00	January 2017
	Townhome, Condominium, Duplex Dwelling	\$1,000.00/unit	January 2017
	Single Family Dwelling	\$1,200.00/unit	January 2017
	Commercial & Industrial	\$3,500.00/acre	January 2017
	Planned Unit Development (Ord. No. 1301.070)	\$810.00, \$5,000.00 Escrow	January 2023
	Rental Dwelling Licenses (Ord. No. 508.020)		March 2010
	Single Family	\$100.00/2 year license	January 2021
	Two Family	\$150.00/2 year license	January 2022
	3+ Units	\$200.00/2 year license+\$15.00 each unit over 1	January 2021
	Re-inspection Fee	\$50.00 single/two-family & \$100 3+ units	January 2021
	Renting without a license	\$200 base fee charge	January 2021
	License Transfer (Ord. No. 508-090)	\$50.00	January 2017
	Rezoning: Application Fee (Ord. No. 1301.040)	\$810.00, \$1,000.00 Escrow	January 2023
	Sidewalk Café Permit (Ord. No. 23-02-2061)		
	Initial application	\$150.00	March 2023
	Renewal, with significant changes	\$125.00	March 2023
	Renewal, with no changes	\$60.00	March 2023
	Sign Permits (Ord. No. 1115)		
	Permanent	\$50.00/wall	September 1987
	Temporary banner, sign, or reface	\$30.00/each	September 1987
	Free standing and dynamic display	\$150.00/each	January 2017
	Billboard	\$300.00/each	September 1987
	Erecting a sign before the permit is issued	\$200.00 administrative fee	September 1987
	Small Cell Wireless Facility Permit	\$500.00 up to 5 sites, \$100.00 for each additional	January 2019
	Subdivisions (Ord. No. 1407)		
	Preliminary Plat	\$560.00, \$1,500.00 Escrow	January 2023
	Final Plat	\$100.00	January 2017
	Minor Subdivision/Lot Split	\$250.00	January 2017
	Text Amendment	\$750.00, \$1,500.00 Escrow	January 2023
	Traffic/Travel Demand Management Study	\$500.00, \$5,000.00 Escrow	January 2023

2024 FEE SCHEDULE
PROPOSED CHANGES ARE TRACKED IN RED
ORDINANCE NO.

IX	PLANNING AND ZONING (cont.)	FEE	LAST ADJUSTED
	Vacation (City Charter, Section 8.02)	\$310.00	January 2017
	Variance Permit (Ord. No. 1407)	\$250.00/residential, \$500.00/comm & industrial \$310.00/residential, \$560.00/comm & industrial	January 2017
	Zoning Letter (Res. No. 9538)	\$75.00	January 2017
	Zoning Permits: Shed, Driveway, Fence, Detached Deck under 30", Hot Tub, Pigeons, Hens, Bees, site alteration	\$50.00/each	January 2017

X. BUILDING DEPARTMENT LICENSES AND PERMITS

1. BUILDING PERMIT FEES: Building permit fees are either flat fee or based on current state valuation costs, plus Minnesota state surcharge. Permit fees not listed in the flat fee chart are based on valuation. See fee charts below.

	FEE – Plus \$1.00 State Surcharge	LAST ADJUSTED
Building Moving (Garage)	\$60.00	January 2017
Building Moving (House)	\$150.00	January 2017
Demolition	Interior Only \$60.00 / Accessory Structure \$85.00 / Residential Structure \$200.00 / Commercial Structure \$350	January 2017
Doors	1 Door \$80.00 / 2 or More Doors \$110.00	January 2020
Egress Windows	1 Egress Window \$80.00 / 2 or More Egress Windows \$135.00	January 2020
Garage Roofing Only	\$80.00	January 2017
Garage Siding Only	\$80.00	January 2017
Grading	Site Under 2 Acres \$350.00 / Site Over 2 Acres \$450.00	January 2017
Grading / Excavation	\$90.00	January 2017
Parking Lot Replacement	\$150.00 \$175.00	January 2017
Roof Solar Panels	\$175.00 Residential \$175.00 / Commercial \$275.00	January 2017
Roofing	Full Replacement \$160.00 / Repair Only \$80.00	January 2020
Siding	Full Replacement \$160.00/ Repair Only \$80.00	January 2020
Swimming Pools	Above Ground \$75.00 / In Ground \$125.00	January 2017
Windows	1 Window \$80.00 / 2 or More Windows \$135.00	January 2020

(List above reordered for alphabetization. Duplicates removed.)

TOTAL VALUATION	FEE – Plus State Surcharge Based on Valuation (see chart below)	LAST ADJUSTED
\$1.00 to \$500	\$30.00	January 2017
\$501 to \$2,000	\$30.00 for the first \$500.00 plus \$3.50 for each additional \$100.00 or fraction thereof, to and including \$2,000.00	January 2017
\$2,001 to \$25,000	\$82.50 for the first \$2,000.00 plus \$16.10 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00	January 2017
\$25,001 to \$50,000	\$452.80 for the first \$25,000.00 plus \$11.65 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00	January 2017
\$50,001 to \$100,000	\$744.05 for the first \$50,000.00 plus \$8.15 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00	January 2017
\$100,001 to \$500,000	\$1,151.55 for the first \$100,000.00 plus \$6.50 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00	January 2017
\$500,001 to \$1,000,000	\$3,751.55 for the first \$500,000.00 plus \$5.60 for each addition \$1,000.00 or fraction thereof, to and including \$1,000,000.00	January 2017
\$1,000,001 to and up	\$5,991.55 for the first \$1,000,000.00 plus \$4.00 for each additional \$1,000.00 or fraction thereof	January 2017

2024 FEE SCHEDULE
PROPOSED CHANGES ARE TRACKED IN RED
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Valuation of Structure, Addition or Alteration			State Surcharge Computation	LAST ADJUSTED
\$ 0	to	\$1,000,000	.0005 x valuation (minimum \$0.50)	State Fee
\$1,000,001	to	\$2,000,000	\$ 500 + .0004 x (value - \$1,000,000)	State Fee
\$2,000,001	to	\$3,000,000	\$ 900 + .0003 x (value - \$2,000,000)	State Fee
\$3,000,001	to	\$4,000,000	\$ 1,200 + .0002 x (value - \$3,000,000)	State Fee
\$4,000,001	to	\$5,000,000	\$ 1,400 + .0001 x (value - \$4,000,000)	State Fee
\$5,000,001		or greater	\$ 1,500 + .0005 x (value - \$5,000,000)	State Fee

E. OTHER BUILDING FEES

	FEE	LAST ADJUSTED
Appeal Fee	\$150.00 (refunded if appeal granted)	January 2017
Certificate of Occupancy	\$20.00	January 2017
License Fee – Commercial General Contractor	\$120.00/Prorated to \$75.00 after 7/1	January 2017
License Fee – Mechanical/Tree Trimmer	\$45.00/Prorated to \$35.00 after 7/1	January 2017
Other Inspections & Fees: <ul style="list-style-type: none"> • Inspections outside business hours • Re-inspection fees • Inspection which no fee is specifically indicated (30 minute min) • Additional plan review: changes, additions or revisions to plans (30 minute min) 	\$62.00 per hour or the total hourly cost to the jurisdiction, whichever is greater. This cost shall include supervision, overhead, equipment, hourly wages & fringe benefits of employees involved.	January 2017
Outside Consultants for Plan Checking & Inspections or Both	Actual costs including administrative & overhead costs	January 2017
Plan Review Fee (Residential)	50% of Permit Fee	Pre 2017
Plan Review Fee (Commercial)	65% of Permit Fee	Pre 2017

2. SEWER AND WATER PERMIT FEES: Sewer & Water permits are based on fees below, plus \$1.00 state surcharge.

A. SEWER & WATER PERMIT FEES

	FEES – Plus \$1.00 State Surcharge	LAST ADJUSTED
Water Line Install or Repair	\$57.00	January 2020
Sewer Line Install or Repair	\$57.00	January 2020
Water Disconnect	\$42.00	January 2019
Sewer Disconnect	\$42.00	January 2019
Water Tap (Each)	\$27.00	January 2019
Sewer Tap (Each)	\$27.00	January 2019
Storm Sewer	\$42.00	January 2019
Hydrostatic and Conductivity Test (Each)	\$57.00	January 2019
Street Excavation & Street Deposit	\$32.00/\$1,550.00	January 2019

2024 FEE SCHEDULE
PROPOSED CHANGES ARE TRACKED IN RED
ORDINANCE NO.

A. SEWER & WATER PERMIT FEES (CONT.)

	FEES – Plus \$1.00 State Surcharge	LAST ADJUSTED
Individual Sewage Treatment System – New Installation or Replacement of existing system	\$206.00	January 2019
Individual Sewage Treatment System - Repair or Alteration of existing system	\$103.00	January 2019
Individual Sewage Treatment System Abandonment	\$52.00	January 2019

3. SEWER AND WATER CONNECTION FEES: All commercial buildings and dwellings in White Bear Lake shall connect to the municipal water and sanitary sewer where a connection is feasible. Metropolitan Council sewer access units and fees (SAC) are established by the Metropolitan Council, Chapter 473, Metropolitan Government (Wastewater Services; 473.517 Allocation of Costs). The Metropolitan Council SAC unit determination is applied to the Metropolitan Council SAC, City of White Bear Lake SAC and City of White Bear Lake WAC. Prior to connecting to public utilities, the owner shall pay all applicable fees.

A. SEWER CONNECTION FEES

	FEES	LAST ADJUSTED
Single Family Dwellings	\$670.00/Dwelling	January 2019
Two Family Dwellings	\$1,340.00/Dwelling	January 2019
Multiple Dwellings	\$670.00/unit	January 2020
Commercial and Industrial	\$670.00 /unit	January 2020

B. WATER CONNECTION FEES

	FEES	LAST ADJUSTED
Single Family Dwellings	\$670.00/Dwelling	January 2019
Two Family Dwellings	\$1,340.00/Dwelling	January 2019
Multiple Dwellings	\$670.00/unit	January 2020
Commercial and Industrial	\$670.00/unit	January 2020

4. PLUMBING PERMIT FEES: Plumbing Permits are based on fees listed below, plus \$1.00 state surcharge.

A. PLUMBING PERMIT FEES

	FEES – Plus \$1.00 State Surcharge	LAST ADJUSTED
Plumbing Minimum Fee	\$50.00	January 2020
For Each Fixture or Fixture Opening	\$15.00/fixture	January 2017
Water Heater - New Install or Replace	\$50.00	January 2017
Water Softener – New Install or Replace	\$25.00	January 2017
Gas Piping	\$30.00	January 2017
Water Piping/Drain/Waste/Vent Alteration or Repair	\$50.00	January 2017
Plumbing General Repair	\$50.00	January 2017
New backflow Prevention Device (Permit Required)	\$25.00	January 2017
Backflow Prevention Annual Testing Per Device	\$20.00	January 2017

2024 FEE SCHEDULE
PROPOSED CHANGES ARE TRACKED IN RED
ORDINANCE NO.

5. MECHANICAL PERMIT FEES: Mechanical permit fees are based on 1% of job valuation or the minimum fee, whichever is greater, plus the state surcharge of .0005% of job valuation. For review of mechanical plans and other data, the fee is equal to 25% of the permit fee or the minimum, whichever is greater.

A. MECHANICAL PERMIT FEES

	MINIMUM FEES (or 1% of job valuation, whichever is greater, plus state surcharge of .0005% of job valuation)	LAST ADJUSTED
Heating System	\$70.00	January 2017
Air Conditioning	\$40.00	January 2017
Heating & Air Conditioning	\$100.00	January 2017
HVAC for new residential construction	\$175.00	January 2017
Ductwork	\$30.00	January 2017
Fireplace	\$50.00	January 2017
Process piping	\$40.00	January 2017
Miscellaneous appliance or equipment regulated by code	\$40.00	January 2017
Repair - Heating and/or AC	\$30.00	January 2017

6. FIRE SUPPRESSION / STORAGE TANK PERMIT FEES: Fire Suppression/Storage Tank Permits are based on fees listed below, plus \$1.00 state surcharge. For review of Fire Suppression plans and other data, the fee is equal to 25% of the permit fee.

A. FIRE SUPPRESSION / STORAGE TANK PERMIT FEES

	FEES – Plus \$1.00 State Surcharge	LAST ADJUSTED
Automatic Fire Suppression System 1-10 Heads/Risers	\$75.00 \$85.00	January 2019
Each Additional 10 Heads or Fraction Thereof	\$5.00	January 2017
Each Fire Alarm (New, Addition, Upgrade)	\$75.00 \$85.00	January 2019
Each Miscellaneous Fire Related Permit	\$75.00 \$85.00	January 2019
Each Chemical/Ansul Hood Extinguisher System	\$75.00 \$85.00	January 2019
Each Fuel Storage Tank Installed or Removed - Under 1000 gallons	\$75.00 \$85.00/tank	January 2019
Each Fuel Storage Tank Installed or Removed – Over 1000 gallons	\$225.00 \$235.00/tank	January 2019
Miscellaneous Fire Suppression Permit	\$75.00 \$85.00	January 2019
Fire Permit Plan Review	50% of the Permit Fee	January 2019

7. ELECTRICAL PERMIT FEES: Electrical fees are based on fees listed below, plus \$1.00 state surcharge. Fees are set by Togle Inspections. The City of White Bear Lake contracts with Togle Inspections, electrical contractor for the State of Minnesota Department of Labor and Industry. Website: www.togleinspections.com

A. ELECTRICAL PERMIT FEES

	FEES – Plus \$1.00 State Surcharge	LAST ADJUSTED
Residential Panel Replacement	\$110.00	January 2020
Residential Sub Panel Replacement	\$45.00	January 2020
New Service or Power Supply:		
0-300 Amp	\$55.00	January 2020
400 Amp	\$71.00	January 2020
500 Amp	\$87.00	January 2020

2024 FEE SCHEDULE
PROPOSED CHANGES ARE TRACKED IN RED
ORDINANCE NO.

A. ELECTRICAL PERMIT FEES (CONT.)

	FEES – Plus \$1.00 State Surcharge	LAST ADJUSTED
600 Amp	\$103.00	January 2020
800 Amp	\$135.00	January 2020
1000 Amp	\$167.00	January 2020
Each Additional 100 Amps	\$16.00/each	January 2020
Circuits and Feeders:		
0-100 Amp	\$9.00	January 2020
101-200 Amp	\$15.00	January 2020
201-300 Amp	\$21.00	January 2020
301-400 Amp	\$27.00	January 2020
401-500 Amp	\$33.00	January 2020
501-600 Amp	\$39.00	January 2020
Each additional 100 Amps	\$6.00/each	January 2020
Minimum fee for 1 inspection only	\$50.00	January 2023
Minimum fee for 2 inspections (rough in & final)	\$100.00	January 2023
Maximum fee for single-family dwelling or townhouse not over 200 Amps (No max if service is over 200 Amps). Max of 2 rough-ins and 1 final inspection	\$200.00	January 2023
Failed inspections per visit	\$50.00	January 2023
Apartment Buildings – Fee per unit of an apartment or condominium complex. This does not cover service, unit feeders or house panels	\$90.00/unit	January 2023
Swimming pools & hot tubs (includes 2 inspections).	\$100.00 plus ckts @ \$9/each	January 2023
Additions, remodels or basement finishes (includes 2 inspections)	\$100.00 (includes up to 10 ckts)	January 2023
Residential accessory structures	The greater of \$55.00 for panel + \$9.00 per ckt OR \$100.00 for 2 inspections	January 2023
Residential fee for siding electrical work	\$35.00	January 2023
Traffic signals	\$8.00 per each standard	January 2020
Street & parking lot lights	\$5.00 per each standard	January 2020
Transformers & generators	\$5.00 – 0 to 10kva \$40.00 – 11kva to 74kva \$60.00 – 75kva to 299kva \$165.00 - over 299kva	January 2020
Retrofit lightening	\$0.85 cents per fixture	January 2020
Sign transformer or driver	\$9.00 per transformer	January 2020
Low voltage fire alarm, low voltage heating & air conditioning control wiring	\$0.85 cents per device	January 2020
Re-inspection fee in addition to all other fees	\$50.00	January 2023
Hourly rate for carnivals	\$90.00	January 2020
Solar fees:		
0kw – 5kw	\$90.00	January 2020
5.1kw – 10kw	\$150.00	January 2020
10.1kw – 20kw	\$225.00	January 2020
20.1 to 30kw	\$300.00	January 2020
301.1kw – 40kw	\$375.00	January 2020

2024 FEE SCHEDULE
PROPOSED CHANGES ARE TRACKED IN RED
ORDINANCE NO.

A. ELECTRICAL PERMIT FEES (CONT.)

	FEES – Plus \$1.00 State Surcharge	LAST ADJUSTED
401 kw and larger	\$375.00 + \$25 each additional 10kw	January 2020
Electronic inspection fee for these items only: furnace, air conditioning, bath fan, fireplace or receptacle for water heater vent ** Must be pre-approved by Electrical Inspector **	\$40.00	January 2020
*Permit fee is doubled if work starts before permit issued		
*Refunds must be requested in writing. No refunds on minimum fee permits, expired permits or state surcharge fee. Refunds are minus a city handling fee of 20%.		

8. ELECTRICAL COMMERCIAL FEES: Based on valuation of the electrical work. \$50.00 per trip or the fees below, whichever is greater. Refunds issued only for permits over \$100.00.

A. ELECTRICAL COMMERCIAL FEES

TOTAL VALUATION	FEE – Plus State Surcharge Based on Valuation (see chart below)	LAST ADJUSTED
\$1.00 to \$1,000	\$50.00 per trip	January 2023
\$1,001 to \$2,000	\$50.00 for the first \$1,000 plus \$3.25 for each additional \$100 or fraction thereof, to and including \$2,000	January 2023
TOTAL VALUATION (cont.)	FEE – Plus State Surcharge Based on Valuation (see chart below)	LAST ADJUSTED
\$2,001 to \$25,000	\$82.00 for the first \$2,000 plus \$14.85 for each additional \$1,000 or fraction thereof, to and including \$25,000	January 2023
\$25,001 to \$50,000	\$423.55 for the first \$25,000 plus \$10.70 for each additional \$1,000 or fraction thereof, to and including \$50,000	January 2023
\$50,001 to \$100,000	\$691.05 for the first \$50,000 plus \$7.45 for each additional \$1,000 or fraction thereof, to and including \$100,000	January 2023
\$100,001 to \$500,000	\$1,063.55 for the first \$100,000 plus \$6.00 for each additional \$1,000 or fraction thereof, to and including \$500,000	January 2023
\$500,001 to \$1,000,000	\$3,463.55 for the first \$500,000 plus \$5.10 for each additional \$1,000 or fraction thereof, to and including \$1,000,000	January 2023
\$1,000,001 to and up	\$6,013.55 for the first \$1,000,000 plus \$4.00 for each additional \$1,000 or fraction thereof	January 2023
Reinspection fee (in addition to all other fees)	\$50.00	January 2023
Investigative fee (working without permit)	Fee(s) are doubled	January 2023

Valuation of Structure, Addition or Alteration	State Surcharge Computation	LAST ADJUSTED
\$ 0 to \$1,000,000	.0005 x valuation (minimum \$0.50)	State Fee
\$1,000,001 to \$2,000,000	\$ 500 + .0004 x (value - \$1,000,000)	State Fee
\$2,000,001 to \$3,000,000	\$ 900 + .0003 x (value - \$2,000,000)	State Fee
\$3,000,001 to \$4,000,000	\$ 1,200 + .0002 x (value - \$3,000,000)	State Fee
\$4,000,001 to \$5,000,000	\$ 1,400 + .0001 x (value - \$4,000,000)	State Fee
\$5,000,001 or greater	\$ 1,500 + .0005 x (value - \$5,000,000)	State Fee

2024 FEE SCHEDULE
PROPOSED CHANGES ARE TRACKED IN RED
ORDINANCE NO.

XI	SPORTS CENTER	FEE	LAST ADJUSTED
	A. Skating School		
	Group Lessons – Tot – PreAlpha & Power	\$13.00/wk + \$7 session fee	January 2023
	Group Lessons – Alpha – Delta & Adults	\$18.00/wk + \$7 session fee	January 2023
	Group Lessons – Freestyle Drop-In	\$23.00	January 2024
	Late Fee	\$10.00	January 2024
	Freestyle Levels	\$23.00/wk + \$7 session fee	January 2023
	Contract (Open and Intermediate)	\$14.00/wk in session	January 2023
	Contract (High Level)	\$14.00/wk in session	January 2023
	Contract (Early Morning)	\$7.00/session	January 2023
	Drop-In Morning	\$12.00/session	January 2023
	Drop-In Afternoon	\$16.00/session	January 2023
	B. Ice Show Tickets		
	High Top Reserved /pair	\$40.00	January 2024
	Child Pre-Sale	\$8.00	January 2024
	Adult Pre-Sale	\$10.00	January 2024
	3-Day Pre-Sale Pass	\$27.00	January 2024
	Tickets at Door (all ages)	\$12.00	January 2024
	Show Program	\$8.00	January 2024
	Show Skate Gram	\$5.00	January 2024
	C. Skating Competition		
	Individual Fee	\$90.00	January 2024
	Extra Number	\$25.00	January 2024
	Team Events	\$20.00	January 2024
	D. Birthday Parties (max 20 kids)		
	Prime Time Bday Party (bring own decorations/food)	\$251.00	January 2024
	Non-Prime Time Bday Party (bring own decorations/food)	\$181.00	January 2024
	E. Pro Shop Items		
	Hockey Tape	\$5.00	January 2024
	Hockey Laces	\$5.00	January 2024
	Figure Skate Laces	\$5.00	January 2024
	Skate Guards	\$11.00	January 2024
	Gloves	\$4.00	January 2024
	Mouthguard	\$5.00	January 2024
	Skate Soakers	\$20.00	January 2024
	Child Tights	\$14.00	January 2024
	Adult Tights	\$16.00	January 2024
	Skating Pins	\$3.00	January 2024

ORDINANCE NO.

**AN ORDINANCE ADOPTING THE
2024 FEE SCHEDULE FOR THE CITY OF WHITE BEAR LAKE**

The Council of the City of White Bear Lake ordains as follows:

ARTICLE I. Schedule Adopted. The attached fee schedule, which is incorporated in and made part of this ordinance, is hereby adopted for the City of White Bear Lake.

Article II. Not Codified. This ordinance is transitory in nature and shall not be codified. The fee schedule established hereby shall be placed on the City's website and shall be available for inspection at the City Hall during usual office hours.

Article III. Effect. The attached fee schedule replaces the City's previous fee schedule, which is hereby repealed. Any other fees the City established, but which are not reflected on the schedule, remain in full force and effect.

Article IV. Effective Date. This ordinance is effective as of January 1, 2024 and applies to any occurrence or request for service included on the schedule made on or after its effective date.

Adopted this ____ day of _____.

Dan Louismet, Mayor

ATTEST:

Caley Longendyke, City Clerk

RESOLUTIO NO.

**RESOLUTION APPROVING SUMMARY PUBLICATION OF AN ORDINANCE
ADOPTING THE 2024 CITY OF WHITE BEAR LAKE FEE SCHEDULE**

WHEREAS, the City of White Bear Lake City Council adopted Ordinance No. _____ “An Ordinance Adopting the 2024 Fee Schedule for the City” (“Ordinance”) at its _____ meeting; and

WHEREAS, the City Council may, pursuant to Ordinance No. 83-6-666 and City Charter Section 4.14, adopt a title and summary of an ordinance for publication in lieu of publishing the entire text of a lengthy ordinance; and

WHEREAS, the City Council determines it is impractical to publish the entire Ordinance and that publication of an approved summary of the Ordinance is sufficient to inform the public of its contents and where to obtain a full copy of the Ordinance.

NOW, THEREFORE, BE IT RESOLVED, that the City of White Bear Lake City Council hereby approves the following title and summary language for publication of the Ordinance:

**CITY OF WHITE BEAR LAKE
ORDINANCE NO.**

**AN ORDINANCE ADOPTING THE
2024 FEE SCHEDULE FOR THE CITY**

On _____, the City Council of the City of White Bear Lake adopted the above-referenced ordinance to adopt the 2024 fee schedule for the City. The updated fees go into effect on January 1, 2024. The full text of the ordinance is available for inspection at White Bear Lake city hall during regular business hours and has been posted to the City’s website.

BE IT FURTHER RESOLVED, that the City of White Bear Lake City Council hereby directs the City Clerk to do each of the following:

1. Publish the approved summary language once in the City’s official newspaper;
2. Have available for inspection during regular office hours a copy of the entire Ordinance;
3. Place a copy of the entire Ordinance at the White Bear Lake Branch of the Ramsey County Public Library;
4. Obtain an affidavit of publication of the title and summary from the official newspaper and place it in the City’s ordinance book together with the Ordinance and a copy of this Resolution;
5. Post the Ordinance on the City’s website.

RESOLUTIO NO.

The foregoing resolution offered by Councilmember _____ and supported by Councilmember _____ carried on the following vote:

Ayes:
Nays:
Passed:

Dan Louismet, Mayor

ATTEST:

Caley Longendyke, City Clerk

Published on time in the White Bear Press on _____.



City of White Bear Lake
Community Development Department

MEMORANDUM

TO: Lindy Crawford, City Manager
FROM: Jason Lindahl AICP, Community Development Director
DATE: December 12, 2023
SUBJECT: Cheri Court Addition Lot Split, 1788 Cheri Court, Case No. 23-31-LS

SUMMARY

The City Council will consider a lot split request for the existing vacant property at 1788 Cheri Court. This split is necessary to split the existing property in two where one parcel will remain a single-family residential lot and the second parcel will be used for a stormwater pond and dedicated to the city.

GENERAL INFORMATION

Applicant / Owner:	Richard Paulsen
Existing Land Use / Zoning:	Vacant Residential Lot R-3 - Single Family Residential
Surrounding Land Use / Zoning:	North, South and East – R-3, Single Family Residential West – R-4, Single- & Two-Family Medium Density Residential
Comprehensive Plan:	Low Density Residential
Lot Size & Width:	10,500 square feet in size & 80 feet in width

BACKGROUND INFORMATION

The subject property was originally platted as Lot 11, Block 1 as part of Cheri Court addition in September 2000. It was initially designed to contain both a single-family residential dwelling and a stormwater pond together on one parcel. A condition of subdivision approval required the applicant to dedicate an easement over the stormwater pond portion of the lot in favor of the City and to create a homeowner's association to maintain the pond. The applicant does not wish to create the HOA and retain the pond. As an alternative, the City Engineer's would agree to not require the HOA provided the applicant splits off the portion of Lot 11 that contains the stormwater pond and dedicates it to the City. The applicant is agreeable to this condition and will retain the remaining portion of Lot 11 for a residential dwelling.

ANALYSIS

City review authority for subdivision applications is considered a Quasi-Judicial action. As such,

the City is acting as a judge to determine if the regulations within the Comprehensive Plan, Zoning Ordinance and Subdivision Ordinance are being followed. Generally, if the application meets these requirements, the subdivision should be approved. The City also has the authority to add conditions to an approval that are directly related to the application.

Standards for reviewing subdivision requests are outlined in Section 1401 of the City Code. The typical process for subdivision review includes review by the Planning Commission and action by the City Council. However, the Subdivision regulations also include an Exception process which allows for a streamline review by the City Council.

The Exceptions process may be used when a lot split creates no more than two (2) lots and those lot meet all the requirements of the zoning and subdivision regulations. In this case, the proposed lot split will divide one lot into two parcels each of which will meet the 80' minimum width and 10,500 square foot minimum lot size standards.

In addition, staff recommends use of the exceptions process in this case based on the findings that the resulting properties will not create additional residential lots, the proposal will only create a separate lot which will be dedicated to the city exclusively for a stormwater pond, the overall proposal will be consistent with the goals and policies of the 2040 Comprehensive Plan and applicable zoning and subdivision regulations, and the community, Planning Commission and City Council all had the opportunity to review and comment on the overall proposal through the original subdivision process.

RECOMMENDATION

Staff recommends the City Council adopt the attached resolution splitting Lot 11, Block 1 Cheri Court Addition in two where Parcel A will remain a single-family residential lot and Parcel B will be used exclusively for a stormwater pond and dedicated to the city, subject to the following conditions:

1. All the original conditions of approval for Cheri Court Addition shall apply except that which required creation of a homeowners' association (HOA) to maintain the pond.
2. All application materials, maps, drawings, and descriptive information submitted in this application shall become part of the permit.
3. Within 6 months after the approval of the survey by the City, the applicant shall record the survey, along with the instruments of conveyance with the County Land Records Office, or the lot split shall become null and void.
4. The resolution of approval shall be recorded against both properties and notice of these conditions shall be provided as condition of the sale of any lot.
5. The applicant shall provide the City with proof of recording (receipt) as evidence of compliance with conditions #3 and #4.
6. Within 120 days after the date of recording, the applicant shall provide the City with a final recorded copy of the Certificate of Survey.

7. The applicant shall agree to reapportion any pending or actual assessments on the original parcel or lot of recording in accordance with the original assessment formula on the newly approved parcels, as per the City of White Bear Lake finance office schedules.
8. Durable iron monuments shall be set at the intersection points of the new lot lines with existing lot lines. The applicant shall have one year from the date of Council approval in which to set the monuments.
9. Metropolitan Council SAC (Sewer Availability Charge) and WAC (Water Availability Charge) and City SAC and WAC shall be due at the time of building permit for Parcel A.
10. Water and sewer hook-up fees shall be collected at the time when a building permit is issued for Parcel A.
11. The applicant shall comply with the existing tree preservation plan through plantings or payment of a fee.

ATTACHMENTS

Resolution

Survey

RESOLUTION NO.

**RESOLUTION GRANTING A LOT SPLIT FOR 1788 CHERI COURT (PID 263022320087)
WITHIN THE CITY OF WHITE BEAR LAKE, MINNESOTA**

WHEREAS, Richard Paulsen, the owner of the property at 1788 Cheri Court, has requested a lot split, per City Code Section 1401, in order to divide the subject property into two parcels at the following location:

LOCATION: 1788 Cheri Court PID (263022320087)

EXISTING LEGAL DESCRIPTION: Lot 11, Block 1, Cheri Court Addition, Ramsey County, Minnesota

PROPOSED LEGAL DESCRIPTION: See Exhibit A, attached

WHEREAS, the applicant seeks lot split approval under the Exception process per Section 1401.010, Subdivision 8 of the City Code, which allows the City Council to approve the creation of two lots when it will not cause the remaining portion of the lot or any structure to violate the City Code; and

WHEREAS, the preliminary plat resolution for Cheri Court Addition required Lot 11 to contain a stormwater pond and that the pond be maintained by a homeowners' association created by the applicant; and

WHEREAS, the applicant has agreed to the recommendation of the City Engineer that the stormwater pond portion of Lot 11 be split off and dedicated to the city; and

WHEREAS, this division and dedication to the city is acceptable to the City Engineer.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of White Bear Lake accepts and adopts the following findings:

1. The proposal will not create a nonconforming lot or cause any existing structure to be out of the compliance with the City Code.
2. The proposal is consistent with the City's Comprehensive Plan.
3. The proposal is consistent with existing and future land uses in the area.
4. The proposal will not depreciate values in the area.
5. The proposal will not overburden the existing public services nor the capacity of the City to service the area.
6. Traffic generation will be within the capabilities of the streets serving the site.

BE IT FURTHER RESOLVED, that the City Council of the City of White Bear Lake approves the lot split for 1788 Cheri Court (PID 263022320087), subject to the following conditions:

1. The applicant will convey fee title to the newly created Parcel B, which is the parcel that contains the stormwater pond, to the City within 30 days of recording the survey. The City agrees to assume the on-going maintenance of the stormwater pond after it receives title to Parcel B. The City retains the authority to assess the costs of any improvements or repairs it performs on the stormwater pond and its systems in accordance with all applicable laws.
2. All the original conditions of approval for Cheri Court Addition shall apply except that which required creation of a homeowners' association (HOA) to maintain the pond.
3. All application materials, maps, drawings, and descriptive information submitted in this application shall become part of the permit.
4. Within 6 months after the approval of the survey by the City, the applicant shall record the survey, along with the instruments of conveyance with the County Land Records Office, or the lot split shall become null and void.
5. The resolution of approval shall be recorded against both properties and notice of these conditions shall be provided as condition of the sale of any lot.
6. The applicant shall provide the City with proof of recording (receipt) as evidence of compliance with conditions #3 and #4.
7. Within 120 days after the date of recording, the applicant shall provide the City with a final recorded copy of the Certificate of Survey.
8. The applicant shall agree to reapportion any pending or actual assessments on the original parcel or lot of recording in accordance with the original assessment formula on the newly approved parcels, as per the City of White Bear Lake finance office schedules.
9. Durable iron monuments shall be set at the intersection points of the new lot lines with existing lot lines. The applicant shall have one year from the date of Council approval in which to set the monuments.
10. Metropolitan Council SAC (Sewer Availability Charge) and WAC (Water Availability Charge) and City SAC and WAC shall be due at the time of building permit for Parcel A.
11. Water and sewer hook-up fees shall be collected at the time when a building permit is issued for Parcel A.
12. The applicant shall comply with the existing tree preservation plan through plantings or payment of a fee.

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes:
 Nays:
 Passed:

 Dan Louismet, Mayor

ATTEST:

 Caley Longendyke, City Clerk

Exhibit A – Proposed Legal Description

Proposed Parcel A Description - The East 87.00 feet of Lot 11, Block1, CHERI COURT, Ramsey County, Minnesota

Proposed Parcel B Description – That part of Lot 11, Block 1, CHERI COURT, Ramsey County, Minnesota, Except the east 87 feet thereof.

CHERI COURT

EXISTING PROPERTY DESCRIPTION

Lot 11, Block 1, CHERI COURT, Ramsey County, Minnesota

PROPOSED PARCEL A DESCRIPTION

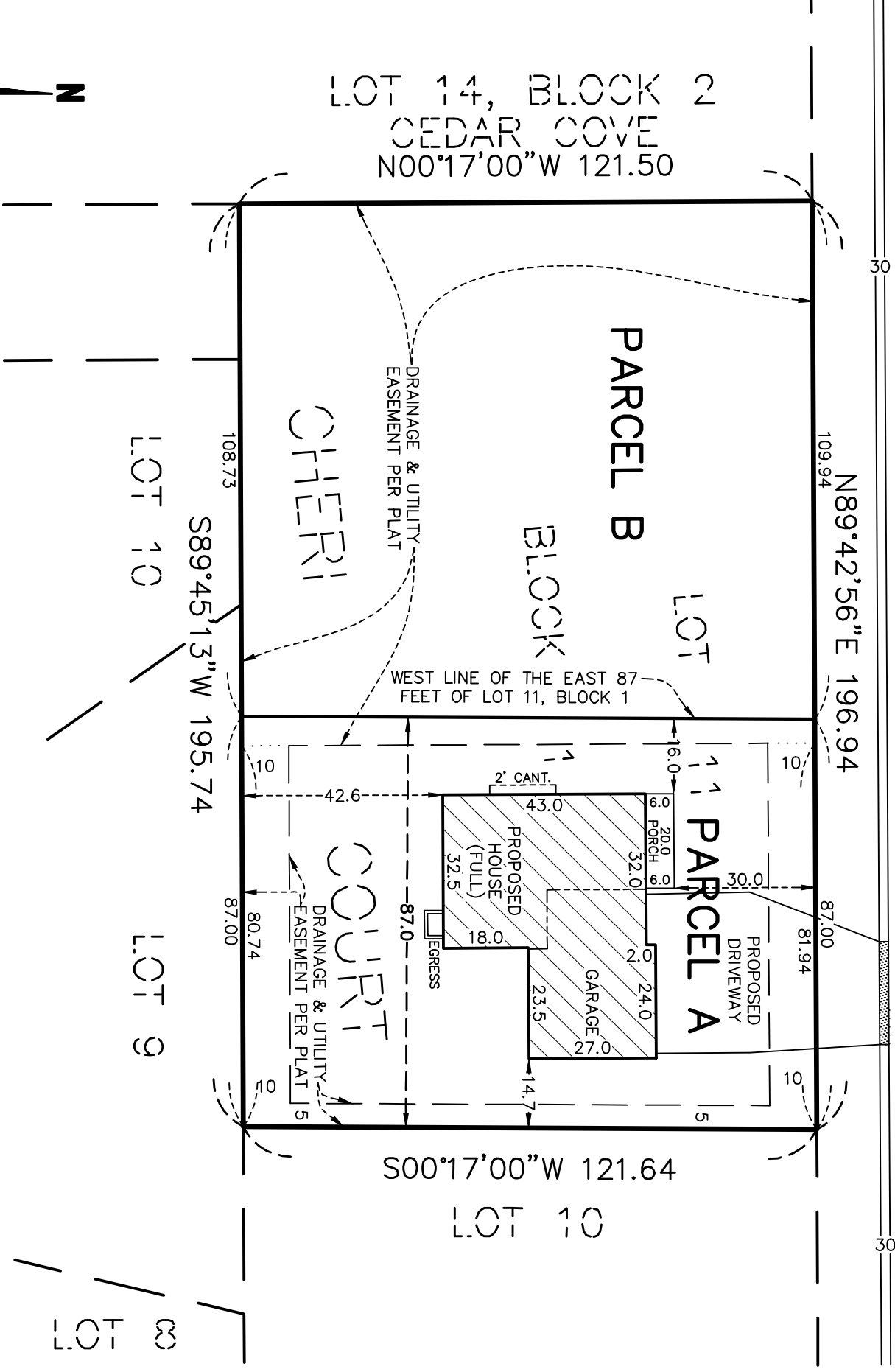
The East 87.00 feet of Lot 11, Block 1, CHERI COURT, Ramsey County, Minnesota

PROPOSED PARCEL B DESCRIPTION

That part of Lot 11, Block 1, CHERI COURT, Ramsey County, Minnesota, Except the east 87.00 feet thereof.

NOTES

1. Bearings are based on the recorded plat.
2. Building dimensions shown are for horizontal and vertical placement of structure only. See architectural plans for building and foundation dimensions.
3. No specific soils investigation has been completed on this lot by James R. Hill, Inc. the suitability of soils to support the specific house proposed is not the responsibility of James R. Hill, Inc. or the surveyor.
4. No specific title search for existence or non-existence of recorded or un-recorded easements has been conducted by the surveyor as a part of this survey. Only easements per the recorded plat are shown.
5. The gross area the existing property is 0.548 Acres or 23,869 square feet. The gross area Parcel A is 0.243 Acres or 10,580 square feet. The gross area Parcel B is 0.305 Acres or 13,289 square feet.




SURVEYOR'S CERTIFICATE

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota. That this survey does not purport to show all improvements, easements or encroachments, to the property except as shown thereon.

Signed this 4th day of December, 2023


 Marcus F. Hampton, M.N.L.S. No. 47481



James R. Hill, Inc.

PLANNERS / ENGINEERS / SURVEYORS
 2999 WEST C.R. 42, SUITE 100, BURNSVILLE, MN 55306
 PHONE: 952.890.6044 www.jrhinc.com

LOT SPLIT
 FOR
DT CARLSON

Lot 11, Block 1, CHERI COURT, Ramsey
 County, Minnesota

DRAWN BY	PLM
DATE	12/4/2023
REVISIONS	
A: 12/4/23: civil comments	
CAD FILE	Lot 11-split.dwg
PROJECT NO.	24112-Lot 11
SHEET	1 OF 1



City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Mayor and City Council
From: Lindy Crawford, City Manager
 Rick Juba, Assistant City Manager
Date: December 12, 2023
Subject: **2024 Classification and Compensation Plan**

SUMMARY

The City Council will consider adopting a resolution approving the 2024 Classification and Compensation Plan for City employees.

BACKGROUND INFORMATION

In October 2021, the City Council authorized a Classification and Compensation Study which resulted in the adoption of a new Classification and Compensation Plan (Plan) in 2022. Prior to that process, the City's compensation system had not been updated since 1988. The goals of the Study were to ensure future compliance with the Pay Equity Act, keep the City competitive in the labor market and confirm that positions are classified appropriately. The result was an updated Plan. The updated Plan did not set union wages as those contracts must be individually negotiated. After City Council's adoption of the updated Plan in September 2022, implementation was spread between late 2022 and 2023.

2024 will be the first "regular" year under the updated Plan where a COLA will be given on January 1 and then eligible employees will receive a step adjustment following a satisfactory annual performance evaluation on their anniversary date.

Each year, the City Council reviews the Plan in consideration of an adjustment to the wage chart. Staff is recommending that the chart be amended to reflect a 3% cost of living adjustment on January 1, 2024. These adjustments are already reflected in bargaining unit contracts, as approved by the City Council, and are accounted for in the 2024 budget.

There are two classification or grade changes proposed in the 2024 plan. One is moving the lead mechanic position from Grade D to Grade E. This is in line with the salary for the position in their bargaining unit contract and is appropriate given the comparable responsibility to the working foreman positions. The second is moving the assistant fire chief and assistant fire chief / fire marshal positions from Grade H to Grade I. These positions are second in command of the Fire Department and are being reclassified to further align with job duty responsibilities, job market, and to relieve wage compression.

RECOMMENDATION

Staff recommends the City Council adopt the attached resolution approving the 2024 Classification and Compensation Plan for city employees.

ATTACHMENTS

Resolution
2024 Classification and Compensation Plan

RESOLUTION NO.

**RESOLUTION ADOPTING THE 2024 CLASSIFICATION AND COMPENSATION PLAN
FOR THE CITY OF WHITE BEAR LAKE**

WHEREAS, after a comprehensive Classification and Compensation Study (Study), the City of White Bear Lake’s Classification and Compensation Plan (Plan) was updated in 2022 and implemented in 2023 as approved by the City Council; and

WHEREAS, the Classification and Compensation Plan is reviewed annually to help ensure compliance with the Pay Equity Act, stay competitive in the labor market, and maintain internal equity among different positions;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake, Minnesota that the 2024 Classification and Compensation Plan shall be amended to include:

1. A 3% Cost of Living Adjustment to the wage chart,
2. Adjusting the lead mechanic position to a Grade E from Grade D, and
3. Adjusting the assistant fire chief and assistant fire chief / fire marshal positions from Grade H to Grade I.

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes:

Nays:

Passed:

Dan Louismet, Mayor

ATTEST:

Caley Longendyke, City Clerk

DRAFT

Position	Grade	Points
916 Student Janitorial	50	
Seasonal	50	
Skate Instructor/Attendant	50	
State Instructor	50	
Ticket Attendant	50	
Zamboni Driver I	50	
CSO	55	320
EMS/EMT	55	
Engineering Intern	55	
Firefighter/EMT PT	55	
Sports Center Custodian	55	
Zamboni Driver II	55	
Administrative Assistant - Engineering	A	250
Administrative Assistant - Fire	A	250
Administrative Assistant - Police	A	250
Administrative Assistant - Public Works	A	250
Administrative Assistant - Sports Center	A	250
Cable Caster	A	
Customer Service Representative/AR Technici	A	250
Digital Evidence Technician	A	250
Firefighter/Paramedic PT	A	
License Bureau Dealer Tech	A	250
Account Technician	B	
Accounts Payable Technician	B	251
Building Permit Technician	B	310
License Bureau Specialist	B	295
<u>Maintenance Technician - Parks</u>	<u>BU</u>	317
<u>Maintenance Technician - Sports Center</u>	<u>BU</u>	279

Position	Grade	Points
Building Inspector II	E	450
Background Investigator	E	
Engineering Tech II	E	
<u>Firefighter/Paramedic</u>	<u>EU</u>	450
GIS Technician	E	426
License Bureau Supervisor	E	450
<u>Mechanic - Lead</u>	<u>EU</u>	
<u>Police Officer</u>	<u>EU</u>	450
<u>Working Foreman - Parks/Facilities</u>	<u>EU</u>	426
<u>Working Foreman - Sewer</u>	<u>EU</u>	426
<u>Working Foreman - Streets</u>	<u>EU</u>	426
<u>Working Foreman - Water</u>	<u>EU</u>	426
Assistant Building Official	F	451
City Planner	F	451
Housing and Economic Development Coordinator	F	451
IT Coordinator	F	470
Senior Engineering Technician	F	451
<u>Fire Captain</u>	<u>GU</u>	
Asistant Fire Chief	H	570
Assistant Finance Director	H	555
Assistant Fire Chief/Fire Marshall	H	
Building Official	H	546
<u>Police Sergeant</u>	<u>HU</u>	570
Sports Center Manager	H	570
<u>Assistant Fire Chief</u>	<u>I</u>	570
<u>Assistant Fire Chief/Fire Marshal</u>	<u>I</u>	
Engineer	I	585
Public Works Superintendent	I	590

DRAFT

<u>Maintenance Technician - Streets</u>	<u>BU</u>	317
Panning Technician	B	305
Police Records Technician	B	305
Utility Billing Technician	B	295
City Clerk	C	400
License Bureau Specialist - Lead	C	
<u>Maintenance Technician - Horticulture</u>	<u>CU</u>	37
<u>Maintenance Technician - Sewer</u>	<u>CU</u>	337
<u>Maintenance Technician - Turf</u>	<u>CU</u>	352
<u>Maintenance Technician - Water</u>	<u>CU</u>	327
<u>Mechanic</u>	<u>CU</u>	400
Building Inspector I	D	401
Code Enforcement Officer	D	401
Engineering Tech I	D	
Human Resources Specialist	D	410
Mechanic—Lead	DU	
Rental Housing Inspector	D	401

Water Resources and Environmental Engineer	I	571
Assistant City Engineer	J	665
Police Captain	J	755
Community Development Director	K	805
Finance Director	K	770
Assistant City Manager	L	865
Fire Chief	L	865
Police Chief	L	855
Public Works Director/City Engineer	L	830
City Manager	AA	850

