



AGENDA
REGULAR MEETING OF THE CITY COUNCIL OF
THE CITY OF WHITE BEAR LAKE, MINNESOTA
TUESDAY, APRIL 9, 2024
7 P.M. IN THE COUNCIL CHAMBERS

Navigable Agenda

1. CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE

2. APPROVAL OF MINUTES

A. Minutes of the Regular City Council Meeting on March 12, 2024

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: February Park Advisory Commission, February Environmental Advisory Commission, February White Bear Lake Conservation District, March Planning Commission
- B. Resolution approving tobacco, 3.2% malt liquor, and edible cannabinoid products licenses for CAPL Retail LLC
- C. Resolution approving a temporary liquor license for Lakeshore Players Theatre
- D. Resolution authorizing a special event application for the White Bear Lake Area Historical Society
- E. Resolution authorizing a special event application for Main Street Inc.
- F. Resolution ordering the Storm Water Pollution Prevention Program public hearing
- G. Resolution accepting bids and awarding contract for the 2024 Pavement Rehabilitation Project
- H. Resolution authorizing MN Department of Natural Resources Outdoor Recreation Grant Application for Lakewood Hills Park Trails
- I. Resolutions authorizing MN Department of Employee and Economic Development Contamination Cleanup Grant and Metropolitan Council Tax Base Revitalization Account Cleanup Grant on behalf of 2502 County Road E
- J. Resolution approving Cooperative Agreement with Ramsey County for Otter Lake Road Improvements
- K. Resolutions approving Joint Powers Agreement with ISD 624 and Cooperative Construction Agreement with Minnesota Department of Transportation and ISD 624 for North Campus Roadway Improvements
- L. Resolution authorizing support for Minnesota Commercial Railway Locomotive Emission Reduction Project federal funding request

5. VISITORS AND PRESENTATIONS

- A. Arbor Day Proclamation
- B. Manitou Days presentation and resolution granting support
- C. Marketfest presentation and resolution granting support
- D. Fire Department Biannual Report
- E. Police Department Biannual Report

6. PUBLIC HEARINGS

None

7. UNFINISHED BUSINESS

None

8. NEW BUSINESS

- A. Issuance of General Obligation Improvement Bonds for 2024 Pavement Rehabilitation Project
- B. Police Union Memorandums of Understanding for Recruitment and Retention Incentives
- C. Public Safety Local Government Aid Allocation

9. DISCUSSION

10. COMMUNICATIONS FROM THE CITY MANAGER

11. ADJOURNMENT



**MINUTES
REGULAR MEETING OF THE CITY COUNCIL
OF THE CITY OF WHITE BEAR LAKE, MINNESOTA
TUESDAY, MARCH 12, 2024
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, Bill Walsh, and Andrea West. Staff in attendance were City Manager Lindy Crawford, Public Works Director/City Engineer Paul Kauppi, 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 February 28, 2024

It was moved by Councilmember **Engstran**, seconded by Councilmember **Hughes**, to approve the minutes. Motion carried unanimously.

- B. Minutes of the City Council Work Session on February 28, 2024

It was moved by Councilmember **Edberg**, seconded by Councilmember **Engstran**, to approve the minutes. Motion carried unanimously.

3. APPROVAL OF THE AGENDA

Mayor Louismet reported the addition of the Shade Tree Bonding Grant Program under *New Business*. It was moved by Councilmember **Engstran**, seconded by Councilmember **Hughes**, to approve the agenda. Motion carried unanimously.

4. CONSENT AGENDA

- A. Accept minutes: November Park Advisory Commission, January Environmental Advisory Commission, January White Bear Lake Conservation District
- B. Resolution approving a temporary liquor license for Church of St. Pius X event **Res. No. 13328**
- C. Resolution authorizing White Bear Lake Lions Club to conduct charitable gambling at Washington Square Bar & Grill **Res. No. 13329**
- D. Resolution approving various annual business and liquor license renewals **Res. No. 13330**

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

5. VISITORS AND PRESENTATIONS

Nothing scheduled.

6. PUBLIC HEARINGS

A. 2024 Pavement Rehabilitation Project – ordering improvements, approving plans and specifications, and authorizing advertisement for bids

Public Works Director/City Engineer Kauppi provided an overview of the upcoming Pavement Rehabilitation Project in 2024. The general project area are portions of residential neighborhoods north of Birch Lake Avenue and west of Bald Eagle Avenue. The street leading into the Sports Center, and their connecting parking lots, will also be rehabilitated. Director Kauppi said the project scope includes pavement replacement, curb and gutter, sidewalk replacement on Wood Avenue, storm sewer repairs and additions, sewer/water service replacement program, watermain and sanitary sewer repairs, and private utility work. The total project cost is \$2,662,400, with the City funding \$2,097,400 and special assessments funding \$565,000. The City is covering costs for the project around the Sports Center. Director Kauppi gave estimated assessment amounts for a single-family home, with street reconstruction between \$3,300-\$5,500 or pavement replacement between \$2,000-\$4,000. He explained that assessments are determined by lot size and lot perimeter bordering the street. The City assesses project costs over a 15-year period and the interest rate is 2% over the bond rate, which will be determined when the project bid has been awarded and the City goes out for bonds. Assessments will be payable on 2025 taxes.

Director Kauppi reviewed the project timeline, which initially started in November 2023 with a neighborhood meeting. In April 2024, bids will be open and the Council will award a contract. Construction is expected between May and October 2024. After the public hearing, the Council will vote on resolutions ordering improvement, approving plans and specifications and authorizing advertisement for bids.

The following residents spoke during the public hearing:

- Terrence Berg, resident of 4754 Wood Ave, asked about accessibility into driveways. Director Kauppi explained that once a contractor is identified, a detailed schedule will be provided to property owners. Driveways will generally be accessible in the morning and evening hours, with most of the work occurring during the day. Individual properties being impacted more than others, such as a utility dig, will receive additional communication. He provided more detail about what property owners can expect.
- Mike Basich, resident of 1761 3rd Street, wondered why the street project was delayed from last year and asked what the budget was last year. Mayor Louismet explained that the Public Safety Building Renovation Project needed funding last year and the City couldn't go over its bond amount. Director Kauppi said the budget is similar to last year, accounting for a slight increase in construction costs. City staff will have more cost details when bids come in.
- Jordan Hann, resident of 1856 2nd Street, asked a series of clarifying questions, including whether property owners can pay the costs up front. Director Kauppi said they can pay off the amount any time. He answered her question about how the street and new curb and gutter will be constructed, and confirmed that driveway materials and turf will be repaired where disturbed. He provided information about utility disruption and said the City will work closely with property owners to communicate scheduled shut-offs.
- Sue Hildman, resident of 4711 Campbell Avenue, wondered if a sidewalk addition is being considered for Campbell Avenue. Director Kauppi said there is no

recommendation for a sidewalk addition during this project. He explained the City's Comprehensive Plan, developed every ten years, and Campbell Avenue was not identified as a priority for adding a sidewalk in the current plan.

- Katie Knudsen, resident of 1789 3rd Street, shared concern about drainage at the end of some driveways. Director Kauppi directed her to reach out to the Engineering Department, who can review individual properties further.

Mayor Louismet shared his support for this project, and the City's ongoing street rehabilitation projects in general. Councilmember Walsh inquired about service interruption and confirmed that utilities will be turned off only for a short period of time, not days at a time. Director Kauppi confirmed that utilities may be turned off and turned back on within the same day and homeowners will be notified ahead of time.

It was moved by Councilmember **Walsh**, seconded by Councilmember **Engstran**, to approve **Res. No. 13331** ordering improvements, approving plans and specifications and authorizing advertisement for bids for the 2024 Pavement Rehabilitation Project, City Project Nos. 24-01, 24-08. Motion carried unanimously.

7. UNFINISHED BUSINESS

Nothing scheduled.

8. NEW BUSINESS

A. City of White Bear Lake Strategic Plan

City Manager Crawford presented a summary report of the Strategic Planning session, attended by councilmembers and staff leadership in January 2024. The group considered long-term strategies and short-term goals for the City. The process involved establishing organizational expectation and values, discussing and evaluating current conditions, and developing a plan for goals. She summarized seven core strategies that make up action statements and identify the long-term strategies and objectives for the organization and City as a whole:

1. A Safe and Welcoming Community – Encourage community connections, maintain welcoming presence, and maintain staffing levels in public safety departments.
2. Maintains Small-Town Feel – Refresh the downtown area, preserve the community's lake life identity, and maintain the historic character and charm.
3. Engaged Community, Responsive Leadership – Create engagement opportunities, utilize relevant communication tools, and ensure services are responsive to all.
4. Complete Community – Support housing opportunities for full life cycle, support thriving educational systems, and create community through arts and events.
5. Support Redevelopment to Revitalize Local Economy and Business District – Attract a diverse mix of businesses, ensure business districts are attractive and accessible, and attract and retain employment opportunities.
6. Excellent Services and Values – Emphasize proactive budgeting, maintain resources sustainably, and maintain long-range financial planning efforts.
7. Dedicated and Supported City Staff – Maintain a desirable workplace environment, ensure staffing levels are appropriate, and sustain employee retention.

City Manager Crawford summarized a list of high-priority goals, which were identified by the selection from at least three members of the elected body and the support for staff leadership. Similarly, opportunity goals were identified when selected by at least two members of the elected body and the support for staff leadership.

To implement the Strategic Plan, once adopted by Council, City Manager Crawford explained that staff will develop measurable action steps and identify benchmarks to track progress. To maintain Strategic Planning within the organization, staff leadership and councilmembers will meet annually, alternating years for goal setting and checking progress of said goals.

Mayor Louismet thanked City Manager Crawford for organizing the Strategic Planning session. He thought the discussions were valuable and the summarized report captured the high points of the session. He thanked Council and staff for collaborating and making great progress. Councilmember Walsh suggested adding the Zoning Code Update to the short-term goal list. Though already in progress, he would like it documented on the list. Councilmember Edberg asked City Manager Crawford when staff and Council would meet to discuss the measuring tools that would track progress of the goals. City Manager Crawford clarified that staff would identify these benchmarks internally and continuously meet throughout the year, then present an update to Council during an annual work session in the first quarter of each year. She invited Council to provide suggestions if they felt differently. Councilmember Edberg suggested there be an opportunity for Council to review the identified metrics.

It was moved by Councilmember **Edberg**, seconded by Councilmember **Hughes**, to approve **Res. No. 13332** adopting the 2024 City of White Bear Lake Strategic Plan. Councilmember **Walsh** made a motion, seconded by Councilmember **Engstran**, to amend the Strategic Plan to add the Zoning Code Update to the short-term goal list. Motion carried unanimously to amend the Strategic Plan. Motion carried unanimously on adopting the 2024 City of White Bear Lake Strategic Plan as amended.

B. Shade Tree Bonding Grant Program

Public Works Director/City Engineer Kauppi was pleased to share that the City received a grant from the Department of Natural Resources (DNR) through the 2023-2027 Shade Tree Bonding Grant Program in the amount of \$499,800. The City applied for the grant to receive financial assistance to help address over 2,000 trees infected by emerald ash borer (EAB) in its boulevards and parks. The number of infected trees was identified in 2018 and, since then, staff has seen a high death rate of trees due to the widespread infestation of EAB. Director Kauppi explained that the grant program is comprised of two parts—first, removal of infested trees and, second, replanting trees. The area that will be addressed with grant funds that has a high concentration of EAB trees is west of White Bear Avenue between County Road E and County Road F. Director Kauppi explained that certain items are ineligible for grant funding, including restoration costs, certain replacement tree maintenance costs, public outreach costs, staff time and any equipment purchases that the City may need to commit to funding outside of the grant proceeds. He said another required condition of the City is to execute a robust public outreach communication plan.

Next steps for the project include revising the City's tree-related ordinances, which would transfer full responsibility of boulevard trees to the City, and the adoption of an ash tree management plan. Staff would begin developing a detailed project scope and timeline to ensure completion of all activities within the specified grant timeline. Director Kauppi expects mass-tree removal to start in winter 2024-2025 and replanting in summer 2025.

Mayor Louismet shared his appreciation for staff's diligence in approaching this multi-million-dollar project and for their work in securing the grant. Councilmember Edberg asked about funding areas that aren't eligible for grant funding. Director Kauppi said while stump removal is part of the program, there is no grant match so it will be funded by the City. When asked by Councilmember Edberg if residents will be responsible for any costs for boulevard trees, Director Kauppi said no as they are within the City right-of-way. When asked about the approximate cost per tree for removal and replacement, Director Kauppi said it will be between \$1,000-\$2,000. Director Kauppi shared some strategies for keeping costs down, including removing as many trees as possible during a scheduled removal. He hopes the City will be able to remove and replace 450-500 trees.

Councilmember West asked what the communication plan entails, and recognized that the City doesn't have a communications specialist on staff. Director Kauppi explained it will require effort from various departments to carry out communications, including developing letters, postcards, and social media posts, some of which will be targeted towards impacted areas and some citywide for general information. Councilmember Hughes asked how City staff identified the area to be addressed. Director Kauppi said the area has a high concentration of EAB trees and the City reviewed census block data to review information on property owners, such as age and income, which gave the City an advantage for a successful grant application.

It was moved by Councilmember **Engstran**, seconded by Councilmember **Hughes**, to approve **Res. No. 13333** accepting a grant through the 2023-2027 Shade Tree Grant Program, administered by the Department of Natural Resources, for the removal of ash trees and replacement in kind. Motion carried unanimously.

9. DISCUSSION

Nothing scheduled.

10. COMMUNICATIONS FROM THE CITY MANAGER

City Manager Crawford shared about the recent open house for the Downtown Mobility and Parking Study and said there was valuable discussion and feedback from attendees. Mayor Louismet noted that while the public input opportunities are winding down, the project components aren't yet finalized. He said the initial public feedback helps shape the recommendation for the project's Steering Committee, then the recommendation will be presented to the City Council for analysis.

11. ADJOURNMENT

There being no further business before the Council, it was moved by Councilmember **Walsh**, seconded by Councilmember **Hughes**, to adjourn the regular meeting at 8:08 p.m. Motion carried unanimously.

Dan Louismet, Mayor

ATTEST:

Caley Longendyke, City Clerk



**MINUTES
PARK ADVISORY COMMISSION
CITY OF WHITE BEAR LAKE, MINNESOTA
THURSDAY, FEBRUARY 15, 2024
6:30 P.M. AT CITY HALL CONFERENCE ROOM
AT 4701 HWY 61 NORTH**

1. CALL TO ORDER AND ATTENDANCE

Vice Chair Mike Shepard called the meeting to order at 6:30 p.m.

MEMBERS PRESENT: Victoria Biehn, Mark Cermak, Anastacia Davis, and Mike Shepard

MEMBERS ABSENT: Bryan Belisle, Ginny Davis, and Bill Ganzlin

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

VISITORS PRESENT: Environmental Advisory Committee

2. APPROVAL OF AGENDA

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

Motion carried, 4:0.

3. APPROVAL OF THE MINUTES

Minutes of November 16, 2023

It was moved by member **Victoria Biehn** seconded by member **Mark Cermak**, to approve the minutes of the November 16, 2023 meeting.

Motion carried, 4:0.

4. VISITORS AND PRESENTATIONS

Joint meeting with the Environmental Advisory Committee to explore installing new and to rehabilitate existing natural pollinator areas throughout our parks. This conversation started last year when the EAC members joined the PAC members on their park inspection visits to look for areas to convert into natural areas. Connie Taillon, City liaison for the EAC, distributed a map of each park which outlined the areas both the PAC and EAC members identified for future pollinator/natural ideas. After Connie Taillon presented a map of each park, both of the Commissions along with City Staff discussed the placements of these areas in depth. Andy Wietecky reminded both Commission he would like to see our efforts concentrated on current natural areas and rehabilitating them. Andy mentioned that most of these area were developed over 20 years ago but were never kept up or managed successfully as natural pollinator areas.

Andy Wietecky and Paul Kauppi were able to give a lot of insight to the proposed areas put forward. They identified areas that would work for the City's future plan and areas to avoid. Examples of areas to avoid

include roadways and on street parking, open spaces in parks that get utilized by sport associations and park users, areas shaded by trees, and underground infrastructure like the many storm water filtration systems in City parks.

The question was asked about planting bee friendly turf in areas where the City cannot plant an established prairie. The bee friendly turf would allow the City to mow less frequently. Andy Wieteki responded that the City doesn't currently treat most parks with herbicides so technically we do have bee friendly turf that offers clover and dandelions for these insects.

Connie Taillon will make changes to the maps that were noted at this meeting and distribute them back to both Commissions. Connie reiterated that there is no immediate plan to move forward with any of these projects but instead these ideas will be added to a master plan that the City can work towards implementing. Andy Wieteki will bring the updated maps back to the Commission once the changes are made and the discussion will be continued in the fall or winter.

5. UNFINISHED BUSINESS

Nothing Scheduled

6. NEW BUSINESS

A. Parks Natural/Pollinator Plan with Environmental Advisory Committee

See Visitors and Presentations

7. DISCUSSION

A. Staff updates

a. January Workshop Review

Tabled this discussion until there are more PAC members in attendance.

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 **Anastacia Davis** to adjourn the meeting.

Motion carried, 4:0



**MINUTES
ENVIRONMENTAL ADVISORY COMMISSION
OF THE CITY OF WHITE BEAR LAKE, MINNESOTA
WEDNESDAY, FEBRUARY 28, 2024
6:30 P.M. IN THE CITY HALL CONFERENCE ROOM**

1. CALL TO ORDER AND ATTENDANCE

Chair Schroeher called the meeting to order at 6:43 p.m.

MEMBERS PRESENT: Sheryl Bolstad, Chris Greene, Jeff Luxford, Gary Schroeher (Chair)

MEMBERS ABSENT: Chris Frye, Bonnie Greenleaf, Rick Johnston (Vice Chair)

STAFF PRESENT: Connie Taillon, Environmental Specialist

VISITORS PRESENT: None

2. APPROVAL OF AGENDA

The commission members reviewed the agenda and had no changes. Taillon added 6B. Spring newsletter articles.

It was moved by member **Bolstad** seconded by member **Luxford**, to approve the agenda as amended.

Motion carried, 4:0.

3. APPROVAL OF THE MINUTES

A. Minutes of the Environmental Advisory Commission meeting on January 17, 2024.

The commission members reviewed the draft January 17, 2024 meeting minutes and had no changes.

It was moved by member **Greene** seconded by member **Bolstad**, to approve the minutes of the January 17, 2024 meeting minutes as presented.

Motion carried, 4:0.

4. VISITORS AND PRESENTATIONS

None

5. UNFINISHED BUSINESS

A. Park Advisory Commission meeting recap

Chair Schroeher and commission members Luxford, Greene, and Greenleaf attended the Park Advisory Commission meeting in February to review maps of the restoration area locations that were identified during park visits last summer. The group was mostly in agreement with the identified projects areas, with only a few changes made. Member Luxford was pleased with the how receptive the Park Advisory Commission is for this

project, given that likely no additional park space will be created within the City. Member Greene noted that the meeting was valuable because the Park Advisory Commission has knowledge of the parks and how they are used. Member Bolstad asked about next steps. Taillon stated that she will be updating the restoration area maps based on feedback from the joint meeting and will send out the revised maps to all commission members after they have been updated. Staff will then start drafting an implementation plan that will be brought to each commission for review.

Chair Schroeher mentioned that Paul from Ramsey-Washington Metro Watershed District is willing to meet at Lakewood Hills Park around the end of March to discuss buckthorn removal around Hanlo's Pond. Watershed District volunteers may also be able to help remove buckthorn. Gary will schedule a meeting with Paul and also contact the YMCA about buckthorn removal on their property.

B. 2024 Draft Work Plan

Chair Schroeher reported that he spoke with the Marketfest coordinator to gauge her interest in meeting to discuss zero waste at Marketfest. She said from 2006 to 2009 Marketfest promoted zero waste with Century College's help, but it faded away when the support from the college ended. She is interested in looking into Zero Waste again and accepted an invitation to meet with the commission during their March meeting to brainstorm ideas. Member Bolstad stated that the commission should have ideas for implementing zero waste prior to meeting with the Marketfest Coordinator. Member Luxford suggested preparing a list of ideas and possible action items prior to the meeting. Some topics to consider include compostable materials, food recycling bins, bin labels, hauler, volunteers, publicity, etc.

The commission reviewed the list of priorities in the 2024 work plan. For the electric City equipment priority, Member Luxford asked the commission's thoughts on sending a letter to the City's Public Works Department asking them to consider replacing gas equipment with electric equipment as gas powered equipment is retired. Taillon mentioned that she could pass along the letter to Public Works. Chair Schroeher offered to write the letter and site other municipalities that are electrifying their equipment.

When asked if the work plan should be approved, Chair Schroeher replied that it would be best to wait until next month when more commission members are in attendance.

6. NEW BUSINESS

A. 2024 Environmental Resources Expo

The commission members reviewed the exhibitor spreadsheet from 2023 and discussed which organizations to invite this year. Member Bolstad stated that the number of organizations in 2023 was manageable and suggests not adding more in 2024. Member Luxford mentioned that it would be nice to have a few new vendors each year and to consider rotating vendors. Chair Schroeher suggested purchasing a game such as a spinning wheel or bean bag toss. He offered to research a few options for games that

the commission can purchase. Taillon asked the commission's thoughts on setting a deadline for sending invitations to exhibitors, and suggested the end of April. Having a final exhibitor list early would allow time to finalize an exhibitor map for review by the Marketfest coordinator. Taillon will contact the Marketfest coordinator to verify that the Expo is scheduled for the last night of Marketfest.

B. Spring newsletter articles

Taillon noted that spring newsletter articles are due on March 8th. She asked the commission if they have any specific topics in mind for the newsletter. Chair Schroeder asked to include a request for volunteers for a 'buckthorn busting' event this fall. Taillon mentioned that she is working with the County and Retold Recycling on a pilot program to collect textiles for recycling at the City's spring cleanup event. A short article about this pilot program will be included in the newsletter. If there is time to write a 'spotlight on sustainability article', Taillon asked the commission for ideas on an individual or organization to spotlight. The White Bear Press electric truck is one option. They may also have solar on the rooftop of their building that could be showcased.

7. DISCUSSION

A. Staff updates

- VLAWMO Watershed Mgmt Plan public survey

Taillon mentioned that the Vadnais Lake Area Water Management Organization (VLAWMO) is in the beginning stages of updating their 10-year Watershed Management Plan which will guide projects and programs from 2027 through 2036. VLAWMO is currently gathering feedback that will be incorporated into the next generation plan through numerous avenues including a public survey (both virtual and at hard copy stations), virtual coffee chats, and an initial in-person planning meeting. She encouraged the commission to consider taking the public survey or attending a meeting.

B. Commission member updates

Member Bolstad provided a summary of the fourth Downtown Mobility and Parking Study committee meeting. She stated that there were a few options discussed around limiting parking loss such as removing the large oak trees from the hardware store parking lot, making 3rd street a one way from Washington Square to Highway 61, and extending Clark Avenue to 3rd Street and making it 18 feet wide to keep some parking. The City may consider renovating the parking lots first, which may impact Marketfest. Trees were also discussed in the meeting. A public open house is scheduled for March 7th for participants to learn more about the project and provide feedback.

Commission members discussed what would be needed to add a Trash to Treasure day before the fall cleanup. Taillon stated that a volunteer runs the spring Trash to Treasure Day and she will contact the volunteer to ask her interest in coordinating a second Trash to Treasure Day.

D. Do-outs

New do-out items for February 28, 2024 include:

- Taillon to revise park maps and send to all EAC and PAC members
- Taillon to draft a restoration implementation plan
- Chair Schroeher to schedule an onsite meeting the end of March at Lakewood Hills with Paul at RWMWD.
- Chair Schroeher to contact YMCA about buckthorn removal.
- Commission members to draft a list of zero waste brainstorm ideas and action items prior to a meeting with the Marketfest coordinator.
- Chair Schroeher to draft a letter to the City's Public Works Department encouraging them to electrify their equipment and research other Cities that have electrified their equipment for inclusion in the letter.
- Chair Schroeher to research ideas for a game at the EAC Expo table.
- Taillon to contact Marketfest coordinator.
- Taillon to add a request for volunteers for the buckthorn removal event in the spring newsletter.

E. March agenda

Commission members asked Taillon to add the following to the March 20, 2024 agenda: 2024 Environmental Resources Expo, draft 2024 Work Plan, Marketfest zero waste.

8. ADJOURNMENT

There being no further business before the Commission, it was moved by member **Luxford** seconded by member **Bolstad** to adjourn the meeting at 8:17 p.m.

Motion carried, 4:0



White Bear Lake Conservation District

Regular Board Meeting Minutes

Feb. 20, 2024, 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, Secretary-Treasurer Mike Parenteau, Mark Ganz, Chris Churchill, Scott Costello, Diane Longville, Mark Wisniewski, and Alan Kantrud. Absent: Darren DeYoung and Susie Mahoney. A quorum was present.
2. **Call to Order** – The meeting was called to order by Bryan DeSmet at 7:00 pm.
3. **Approval of Agenda** – The 2023 EOY financials were removed from item 9, and a motion to approve the agenda as amended was made by Meredith Walburg, seconded and passed.
4. **Approval of Previous Board Meeting minutes** – It was noted to change the word ‘chlorine’ to ‘chloride’ in the Jan. 16, 2024 minutes, and, in future minutes, to include the number of boat slips permitted. A motion to approve the minutes was made by Mark Ganz, seconded and passed.
5. **Public Comments** - none
6. **New Business**

- Executive Board member elections – No additional nominations to the Executive Board election were made to the slate announced at the January Board meeting. Motion to approve the slate as presented - Bryan DeSmet for chair, Meredith Walburg for vice chair, and Mike Parenteau for secretary-treasurer – was made by Mark Ganz, seconded and passed.
Ramsey County Water Patrol 2023 enforcement report – Deputy Sheriff Jeremy Bolen summarized 2023 services including writing 120 citations (mostly for parking lot incidents and boat and trailer registrations), and focusing their efforts throughout the week, and on the weekend, on monitoring jet skiers. Ramsey County water patrol works in tandem with the DNR conservation officer assigned to White Bear Lake.

Services also included a Commercial Bay boat count in late August that was an addendum to last year’s law enforcement contract. Their boat count was VFW: 32, Your Boat Club: 120, Admiral Ds (Docks of White Bear Lake): 174, City of White Bear Lake: 176, and Tally’s: 64. Two boat counts will be conducted this year - one early to mid-June, and one early to mid-August. Bolen stated that the boat counts were conducted by walking the docks and counting the slips occupied by a boat. Chris Churchill said that the WBLCD would share marina leased/transient slip information with the water patrol, and slip numbering. Bolen stated that Tally’s rental numbers of kayaks, canoes, paddleboards, pontoons, and jon boats are going up.

When asked if he saw a need for boater education, Bolen stated that there have been some issues with youth on jet skis who need to be in the line of site of a parent, and that the parental supervision was questionable. Churchill asked about the need for Ramsey County water structure permits for waterski courses. Bolen said regulations and permit applications are available on the Ramsey County sheriff’s office website, and once an application is approved applicants receive a sticker for a buoy. It was noted that the Washington County sheriff’s office is on the Mahtomedi side of the lake.

Bolen introduced Mike Servatka, the newly appointed Water Patrol Commander. Servatka is a White Bear resident who has worked in the sheriff’s office for 26 years. Bryan DeSmet asked about the process for getting this year’s supplemental law enforcement contract. Legal counsel will work with Ramsey County to get a contract together and to the Board in March or April.

The Laker publication–2024 education outreach proposal – A motion to approve Press Publications contract for WBLCD content to be published in four issues of *The Laker* at a total cost of \$1,750 was made by Scott Costello, seconded and passed.

- White Bear Lake low water level study group – Bryan DeSmet reported that a sub-group has been created to formulate ideas on how to address potential low water levels in Commercial Bay, and bring suggestions to the Board. Chris Churchill will lead the group which includes Mark Ganz, Darren DeYoung, Mike Parenteau, and Scott Costello.

7. Unfinished Business

- Board activity annual calendar – The Board discussed the annual Board activity calendar and made some edits. Changes will be made and brought back to the March meeting.
- 2023 annual report approval – A motion to approve the 2023 annual report was made by Bryan DeSmet, seconded and passed.
- VFW-EAW update – After administrator review and editing of the EAW draft and exhibits, the Executive Committee will work on filling in missing information. The Natural Heritage review to complete the EAW should be available in April or May. It was suggested that the whole Board receive a copy of the marked-up EAW to review, and provide any input to Cheri.
- Buoy placement map draft – Meredith Walburg stated that the map will be published on our website, social media, and *The Laker*. It was suggested to remove wording under 'Shallow Water Buoys' and to add that the map is subject to change due to water levels and the most updated copy would be available on our website. A motion to approve the amended map was made by Walburg, seconded and passed.
- Aeration regulation monitoring permit – A motion to approve the WBLCD aeration regulation permit was made by Meredith Walburg, seconded and passed. The form will be publicized through the WBLCD website and social media.
- 2024 Lake use study recommendation – Meredith Walburg reported that the Board received two qualified proposals last month for review and approval. The Lake Use Study group recommended Blue Water Science as they followed the RFP more closely than the other proposal. Another factor was the consistency of the data collection methods, and previous studies completed by Blue Water Science. A motion to approve the proposal from Blue Water Science was made by Walburg, seconded and passed.

8. Reports/Action Items

- Executive Committee – Bryan DeSmet reported that the committee met on Feb. 6 and discussed administrative items, buoy placement map and installation/removal, 2024 low water level planning, Commercial Bay permits, planning with surveyor to measure marina dock lengths, updating the WBLCD permit, the lake use study RFP, the ADUA line b/w VFW and City of WBL, aeration for ice control, ordinance review work, and the St. Germain bay sign.
- Lake Quality Committee
 - Mike Parenteau reported that ice-in didn't occur until Jan. 18, 2024.
- Lake Utilization Committee – 2024 application review - Mark Ganz reported that the LUC reviewed and approved the following 2024 permit applications, and made recommendations to the Board:
 - Redpath Wolgamot waterski course permit (tabled 10/17/23) A motion to approve the watercourse permit – conditional on the applicant submitting a copy of the Ramsey County permit application to the Conservation District office – was made by Ganz, seconded and passed.
 - Brenda Farrell noncommercial dock permit (new-tabled 1/16/24) A motion to approve the permit for five (5) watercraft was made by Ganz, seconded and passed.
 - White Bear Yacht Club multi-user dock permit (revised from last year-tabled 1/16/24) A motion to approve the permit for 22 noncommercial watercraft, 24 commercial slips, and 1 ramp was made by Ganz, seconded and passed. The sheriff's boat is not included in the slip count.

- Birchwood Dock Assn noncommercial dock permit. (identical from last year) A motion to approve the permit for the sites listed below was made by Ganz, seconded and passed.
 - Ash Beach – 6 boats
 - Birch Beach – 8 boats
 - Elm Beach – 4 boats
 - Dellwood Beach – 7 boats
- Wildwood Beach Manor Condominiums noncommercial dock permit (identical to last year) A motion to approve the permit for 11 watercraft was made by Ganz, seconded and passed.
- East Shore Dock Association noncommercial dock permit (identical to last year) A motion to approve a permit for 12 watercraft was made by Chris Churchill, seconded and passed, Mark Ganz abstaining.
- Forest Heights Improvement Inc noncommercial dock permit. (identical to last year) A motion to approve a permit for 10 watercraft was made by Ganz, seconded and passed.
- Russ Becker docks and swim rafts water structure permit (identical to last year) It was noted that the rafts are marked and sitting higher in the water. A motion to approve a permit for two (2) docks and two (2) swim rafts was made by Ganz, seconded and passed.
- Lake Education Committee
 - Educational outreach update – Scott Costello reported that the Lake Education Committee will work on ideas and content for the first issue of *The Laker* and discuss the possibility of a summertime lake cleanup and participation in Marketfest. The annual lake cleanup, scheduled for Mar. 9, will most likely be on the shore at parks around the lake. The WBLCD Board is signed up to volunteer at Lions Park starting at 10 am.
 - Social media update – Meredith Walburg will post about the lake cleanup, the icehouse deadline, the historical ice-out dates, and possibly a current ice-out date.

9. Treasurer Reports

- 2024 February Treasurer Report - A motion to approve debit card purchases 2023-1 through 2024-3, and checks #4926 through 4932 was made by Mike Parenteau, seconded and passed.


10. Board Council Report – Alan Kantrud

- Alan Kantrud thanked Deputy Boland for his presentation and service. Commander Servatka will be conducting a safe and sober boating campaign the first week of July and he will get more information.

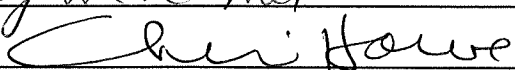
11. Announcements – none

12. Adjournment – A motion to adjourn at 8:08 pm was made by Mark Ganz, seconded and passed.

ATTEST

Bryan DeSmet, Chair 

Date: 3-19-2024

Cheri Howe, Administrator 

Date: 3/19/2024



**MINUTES
PLANNING COMMISSION WORK SESSION
OF THE CITY OF WHITE BEAR LAKE, MINNESOTA
7:00 P.M., MONDAY, MARCH 25, 2024
IN THE CITY HALL BOARD ROOM**

Planning Commission Vice Chair, Pam Enz, opened the meeting at 7:00 p.m. Planning Commissioners in attendance included: Ken Baltzer, Jim Berry, Scott Bill, Pam Enz, Joy Erickson, and Mark Lynch; Mike Amundson was excused. Councilmember Andrea West was also present. Staff present included: City Attorney Troy Gilchrist, Community Development Director Jason Lindahl, City Planner Ashton Miller, Housing and Economic Development Coordinator Tracy Shimek, and Planning Technician Shea Lawrence.

1. Legal Training

City Attorney Troy Gilchrist provided legal training to the Planning Commission in regards to procedure, constitutional limits, federal laws and Minnesota state statutes that regulate zoning. Gilchrist provided an overview on zoning authority, the role of the Planning Commission, how zoning works, types of permits, conducting business and other specific issues. These topics included information on conducting public hearings, the fiduciary duties of the commissioners, Roberts Rules, the 60 day rule, the open meeting law and the difference in standards for various land use requests.

Throughout the training, the Planning Commissioners asked questions and had discussions about various topics. The group discussed state legislation and inquired how new state laws related to zoning get implemented at a local level and what guidance is provided for local officials. There was discussion about when the Planning Commission has voted against staff's recommendations and City Attorney Gilchrist emphasized the importance of including the Planning Commission's findings in the resolution when voting against staff's recommendations, so the findings are a part of the official record. There was also conversation about the appeals process and how PUDs and development agreements are drafted and implemented. The group discussed how best to handle when the public questions staff's application of the code during the public hearing and City Attorney Gilchrist added that the commissioners can refer back to staff for clarification in these situations.

Member **Baltzer** moved to adjourn the meeting, seconded by Member **Lynch**.

Meeting adjourned at 9:11p.m.



City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Lindy Crawford, City Manager
From: Caley Longendyke, City Clerk
Date: April 9, 2024
Subject: **3.2% malt liquor off-sale licenses, tobacco licenses, and edible cannabinoid products licenses for Express Lane and Speedway #52**

SUMMARY

The City Council will consider adopting a resolution approving 3.2% malt liquor off-sale licenses, tobacco licenses, and edible cannabinoid products licenses for CAPL Retail LLC, doing business as Express Lane and Speedway #52.

BACKGROUND INFORMATION

City staff received an application from Charles M. Nifong, Jr. on behalf of CAPL Retail LLC (the Applicant), for 3.2% malt liquor off-sale licenses, tobacco licenses, and edible cannabinoid products licenses for Express Lane, located at 4852 Highway 61 N, and Speedway #52, located at 2055 County Road E East. The two gas stations were both previously owned by Applegreen Midwest LLC, who held 3.2% malt liquor off-sale and tobacco licenses. In addition to the 3.2% malt liquor and tobacco licenses, the Applicant applied for edible cannabinoid products licenses for the two locations. The edible cannabinoid products licenses are dependent on the approval of the liquor and tobacco licenses, a criterion for eligibility of the license.

A review of the background report provided by the White Bear Lake Police Department found nothing to preclude issuance of the license to the applicant. The approved license would be effective immediately, pending processing of paperwork by the Alcohol and Gambling Enforcement Division for alcohol sales Department of Revenue for tobacco sales, and would be valid through the end of the business license cycle on March 31, 2025.

RECOMMENDATIONS

Staff recommends the City Council adopt the attached resolution approving 3.2% malt liquor off-sale licenses, tobacco licenses, and edible cannabinoid products licenses for CAPL Retail LLC, doing business as Express Lane and Speedway #52.

ATTACHMENTS

Resolution

RESOLUTION NO.

RESOLUTION APPROVING 3.2% MALT LIQUOR OFF-SALE, TOBACCO, AND EDIBLE CANNABINOID PRODUCTS LICENSES FOR CAPL RETAIL LLC AT TWO LOCATIONS

WHEREAS, the City of White Bear Lake received an application from Charles M. Nifong, Jr. on behalf of CAPL Retail LLC (the Applicant), for 3.2% malt liquor off-sale licenses, tobacco licenses, and edible cannabinoid products licenses for Express Lane, located at 4852 Highway 61 N, and Speedway #52, located at 2055 County Road E East; and

WHEREAS, the Applicant is taking over ownership of the two gas stations, which were both previously owned by Applegreen Midwest LLC, and is applying for the same types of business licenses previously held; and

WHEREAS, the Applicant is applying for an edible cannabinoid products license, a license not previously held by the former owners; and

WHEREAS, the city clerk has reviewed all submittals and found the application to be in conformance with the criteria for issuing 3.2% malt liquor off-sale licenses, tobacco licenses, and edible cannabinoid products licenses; and

WHEREAS, upon completion of the applicant's background checks, the White Bear Lake Police Department found nothing to preclude issuance of this liquor license; and

WHEREAS, this business licenses would be effective immediately and would be valid through the end of the business license cycle on March 31, 2025.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake, Minnesota approves the issuance of 3.2% malt liquor off-sale licenses and tobacco licenses for the two following establishments:

CAPL Retail LLC
dba Express Lane
4852 Highway 61 N
White Bear Lake, MN 55110

CAPL Retail LLC
dba Speedway #52
2055 County Road E East
White Bear Lake, MN 55110

BE IT FURTHER RESOLVED by the City Council of the City of White Bear Lake, Minnesota, also approves edible cannabinoid products license, which are dependent on the approval of a liquor or tobacco license, for the two establishments listed above.

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: Lindy Crawford, City Manager
From: Caley Longendyke, City Clerk
Date: April 9, 2024
Subject: Temporary On-Sale Liquor License for Lakeshore Players Inc.

SUMMARY

The City Council will consider approving a temporary liquor license for Lakeshore Players Inc. to serve full-intoxicating liquor at a fundraiser gala at Lakeshore Players Theatre on May 16, 2024.

BACKGROUND INFORMATION

Minnesota Statute section 340A.404, Subd. 10 states that municipalities may issue temporary on-sale liquor licenses to nonprofit organizations in existence for at least three years. The license may not exceed more than four consecutive days and cannot total more than 12 days in one year.

Lakeshore Players Inc. is a non-profit organization that has applied to sell full-intoxicating liquor for a fundraiser gala scheduled for May 18, 2023 at Lakeshore Players Theatre. The applicant already has an on-sale liquor license to sell 3.2 percent malt liquor, wine and strong beer, but would like to serve full-intoxicating liquor for this event. Since the organization is non-profit, they are eligible to have a temporary on-sale full liquor license. The applicant meets State regulations for temporary liquor licenses and already has the required liquor liability insurance on file.

RECOMMENDATION

Staff recommends the City Council adopt the attached resolution approving a temporary liquor license for Lakeshore Players Inc. for May 16, 2024.

ATTACHMENTS

Resolution

RESOLUTION NO.

RESOLUTION APPROVING A TEMPORARY LIQUOR LICENSE FOR LAKESHORE PLAYERS, INC.

WHEREAS, Lakeshore Players Inc. (the Applicant) has submitted an application to serve full-intoxicating liquor at a fundraiser gala scheduled for May 16, 2024 at the Hanifl Performing Arts Center; and

WHEREAS, the Applicant already has an on-sale liquor license with the City of White Bear Lake to serve 3.2 percent malt liquor, wine and strong beer, but is applying to temporarily sell full-intoxicating liquor for the one event; and

WHEREAS, the Applicant meets the qualifications for a temporary liquor license; and

WHEREAS, the Applicant already has the necessary proof of liquor liability insurance on file; and

WHEREAS, the Applicant has controls in place for responsible consumption and for serving adults 21 years of age and older.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake, Minnesota, under authority of Minnesota Statute section 340A.404 Subd. 10, approves the temporary on-sale liquor license for the Applicant for the date and location indicated:

Lakeshore Players Inc.
Hanifl Performing Arts Center
4941 Long Avenue
White Bear Lake, MN 55110
May 16, 2024

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: Lindy Crawford, City Manager
From: Caley Longendyke, City Clerk
Date: April 9, 2024
Subject: **Special Event Application for White Bear Lake Area Historical Society**

SUMMARY

The City Council will consider approving the special event application for the White Bear Lake Area Historical Society to block a portion of the City parking lot to host a gathering.

BACKGROUND INFORMATION

The White Bear Lake Area Historical Society (WBLAHS) submitted a special event application to host an outdoor event from 5:30-7:30 p.m. on Thursday, April 18. The request involves blocking a portion of the city-owned parking lot, specifically in the space behind 2228 4th Street. Some parking will be impacted. The Municipal Code prohibits city-owned property from being obstructed from public use, unless the City Council grants permission.

RECOMMENDATION

Staff recommends the City Council adopt the attached resolution authorizing Big Wood Brewery to block a portion of the City parking lot to host an event on April 18, 2024.

ATTACHMENTS

Resolution

RESOLUTION NO.

**RESOLUTION AUTHORIZING A SPECIAL EVENT FOR THE
WHITE BEAR LAKE AREA HISTORICAL SOCIETY ON APRIL 18, 2024**

WHEREAS, a proposal has been submitted by White Bear Lake Area Historical Society (WBLAHS) to host an event from 5:30-7:30 p.m. on Thursday, April 18, 2024; and

WHEREAS, the request involves blocking off a portion of the City-owned parking lot to allow room for an outdoor gathering, with a public presentation and demonstration with the University of Minnesota; and

WHEREAS, the Municipal Code prohibits the obstruction of city-owned property from public use access, unless the City Council grants permission; and

WHEREAS, WBLAHS will work with Public Works staff on arranging use of road barriers for blocking the parking lot entrances.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake, Minnesota hereby approves blocking off a portion of the City-owned parking lot, specifically behind 2228 4th Street, for the WBLAHS event on April 18, 2024.

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: Lindy Crawford, City Manager
From: Caley Longendyke, City Clerk
Date: April 9, 2024
Subject: **Special Event Application by Main Street, Inc. to use Railroad Park**

SUMMARY

The City Council will consider adopting a resolution approving the use of Railroad Park Gazebo by Main Street Inc. on April 27, 2024 from 10 a.m.-2 p.m.

BACKGROUND INFORMATION

Staff received a special event application from Main Street Inc. for their Spring Fling event, which will include information booths on gardening and an opportunity for families to draw with chalk. They're requesting use of Railroad Park for the family-friendly event and may use electricity for playing music. They have no other requests for City resources related to the event.

RECOMMENDATION

Staff recommends the City Council adopt the attached resolution approving use of Railroad Park and electricity by Main Street, Inc. on Saturday, April 27 from 10 a.m.-2 p.m.

ATTACHMENTS

Resolution

RESOLUTION NO.

RESOLUTION AUTHORIZING USE OF RAILROAD PARK BY MAIN STREET INC.

WHEREAS, a special event application has been submitted by Main Street Inc. to utilize Railroad Park for their Spring Fling event on Saturday, April 27, 2024 from 10 a.m. to 2 p.m.; and

WHEREAS, exclusive use of Railroad Park for special events requires City Council approval; and

WHEREAS, use of the Railroad Park Gazebo would include the use of electricity at the facility; and

WHEREAS, the City Council desires to promote free, family-friendly community events in downtown White Bear Lake.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake, Minnesota approves the free use of Railroad Park as follows:

Main Street, Inc.
Spring Fling
Saturday, April 27, 2024
10 a.m. to 2 p.m.

BE IT FURTHER RESOLVED that use of Railroad Park Gazebo includes electric at the facility.

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
Engineering Department

MEMORANDUM

To: Lindy Crawford, City Manager
From: Connie Taillon, Environmental Specialist/Water Resources Engineer
Date: April 9, 2024
Subject: **Ordering 2023 Annual Public Hearing and Annual Report on the City's Storm Water Pollution Prevention Program (SWPPP)**

SUMMARY

The City Council will adopt a resolution ordering a public hearing on the City's Storm Water Pollution Prevention Program (SWPPP) to be held at the regular City Council meeting on May 14, 2024.

BACKGROUND INFORMATION

The City of White Bear Lake maintains a SWPPP which is required by the Minnesota Pollution Control Agency (MPCA) for its Municipal Separate Storm Sewer System (MS4) General Permit. The goal of the City of White Bear Lake's SWPPP is to improve the quality of the storm water runoff discharged from the City's storm sewer system. The City's SWPPP describes how the City proposes to accomplish improved storm water quality through implementation of six Minimum Control Measures (MCM's) that are required by the MPCA.

The six MCM's included in the City's program are:

1. Public education and outreach
2. Public participation and involvement
3. Illicit discharge detection and elimination
4. Construction site storm water runoff controls
5. Post construction storm water management
6. Pollution prevention/good housekeeping for municipal operations

The City is implementing Best Management Practices (BMPs) to support each of the MCM's and annually reviews the plan and the BMPs employed to ensure they are meeting the goals set forth in the SWPPP.

The Engineering Department is preparing the City's 2023 Annual Report on our SWPPP and the City Council is being requested to schedule a public hearing to be held on May 14, 2024. Although the public hearing is no longer a specific requirement of the MS4 Permit, we feel it is still a valuable forum for staff to educate the City Council and the public about our SWPPP and allow feedback on it. At the public hearing we will present an overview of the City's SWPPP and

activities that were accomplished in 2023 which support the six MCM's, and provide an opportunity for public input on the SWPPP. After the public hearing, the Engineering Department will prepare the final annual report and submit it to the MPCA.

RECOMMENDATION

Staff recommends the City Council adopt the attached resolution ordering a public hearing on the City's Storm Water Pollution Prevention Program to be held at the regular City Council meeting on May 14, 2024.

ATTACHMENTS

Resolution

RESOLUTION NO.

**RESOLUTION ORDERING A PUBLIC HEARING TO DISCUSS THE CITY OF WHITE BEAR LAKE'S
STORM WATER POLLUTION PREVENTION PROGRAM (SWPPP)**

WHEREAS, the City of White Bear Lake adopted a Storm Water Pollution Prevention Program (SWPPP) in March, 2003 to comply with the Minnesota Pollution Control Agency requirements for obtaining a Municipal Separate Storm Sewer System General Permit; and

WHEREAS, the permit was updated and renewed on October 22, 2008; and

WHEREAS, the permit was updated and renewed on April 3, 2014; and

WHEREAS, the permit was updated and renewed on November 18, 2021; and

WHEREAS, the City of White Bear Lake desires to comply with the Minnesota Pollution Control Agency requirement to provide an opportunity for public input on the City's SWPPP by holding an annual public hearing to review the SWPPP, the status of compliance with permit conditions, and City's progress towards achieving the measurable goals included in the program.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake, Minnesota, that the City Council hereby orders a public hearing be held at the regular City Council meeting on May 14, 2024 to review the City's Storm Water Pollution Prevention Program and receive public comments on the program.

BE IT FURTHER RESOLVED that the comments received at the public hearing will be recorded and considered as the City prepares its 2023 annual report to the Minnesota Pollution Control Agency on its Storm Water Pollution Prevention Program.

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
Engineering Department

MEMORANDUM

To: Lindy Crawford, City Manager
From: Paul Kauppi, Public Works Director/City Engineer
Date: April 9, 2024
Subject: **2024 Pavement Rehabilitation Project – award of Contract (City Project Nos. 24-01, 24-08)**

SUMMARY

The City Council will consider adopting a resolution awarding a contract for the 2024 Pavement Rehabilitation Project.

BACKGROUND INFORMATION

At the bid opening on April 3, 2024, four (4) bids were received for the 2024 Pavement Rehabilitation Project with Forest Lake Contracting, Inc. of Forest Lake, MN submitting the lowest base bid of \$1,866,021.97. Based on staff's past experience with Forest Lake Contracting, Inc., we believe they are qualified to complete this work.

The bid also included unit prices for private driveway work which will be at the discretion of individual property owners who will pay separately for that work. Bid alternates A1, A2, and A3 provide unit prices for the extra driveway work and bid totals based on estimated quantities. Staff recommends that the City Council award the contract with these driveway bid alternates included for a total amount of \$121,000.

A review of the tabulation sheet demonstrates that we continue to experience very competitive bids on projects here in White Bear Lake.

Project Financing

The total construction contract amount is \$1,987,021.97. The total project cost is estimated at \$2,444,037.02, which includes related legal and administrative costs, as well as a five (5) percent contingency for any unforeseen costs. The project will be financed through a combination of bond issue proceeds and in special assessments to benefiting property owners.

RECOMMENDATION

Staff recommends that the City Council adopt the attached resolution receiving bids and awarding the contract to Forest Lake Contracting, Inc. as presented.

ATTACHMENTS

Resolution

RESOLUTION NO.

RESOLUTION ACCEPTING BIDS AND AWARDING CONTRACT FOR THE CITY OF WHITE BEAR LAKE 2024 PAVEMENT REHABILITATION PROJECT, CITY PROJECT NOS. 24-01, 24-08

WHEREAS, pursuant to resolution 13331 of the City Council, construction plans and specifications were approved and advertisement for bids were made; and

WHEREAS, bids were received, opened, and tabulated according to law, and the following bids were received complying with the advertisement:

Contractor	Total Base Bid	Alt Bid A1 Driveway 2" Bituminous	Alt Bid A2 Driveway 6" Concrete	Alt Bid A3 Sod Type A (Handwork)
Forest Lake Contracting, Inc.	\$1,866,021.97	\$44,800	\$69,600	\$6,600
Bituminous Roadways Inc.	\$2,095,728.89	\$20,800	\$67,200	\$8,400
Park Construction Company	\$2,096,531.19	\$60,400	\$64,800	\$5,200
Meyer Contracting Inc.	\$2,189,835.45	\$32,000	\$57,000	\$24,000

WHEREAS, it appears that Forest Lake Contracting, Inc. is the lowest responsible bidder.

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

1. The Mayor and City Clerk are hereby authorized and directed to enter into contract with Forest Lake Contracting, Inc., in the amount of \$1,987,021.97 which includes the \$1,866,021.97 total base bid plus Bid Alternates A1, A2 and A3 in the amount of \$121,000 according to the plans and specifications therefor approved by the City Council and on file in the office of the City Engineer.
2. The City Clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

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
Engineering Department

MEMORANDUM

To: Lindy Crawford, City Manager
From: Paul Kauppi, Public Works Director/ City Engineer
Date: April 9, 2024
Subject: Minnesota Department of Natural Resources Outdoor Recreation Grant Application

SUMMARY

The City Council will consider adopting a resolution authorizing staff to apply for an outdoor recreation grant through the Minnesota Department of Natural Resources.

BACKGROUND INFORMATION

Lakewood Hills Park is the largest and one of the most utilized parks in White Bear Lake. Park amenities include a disk golf course, pavilion, playground, several benches, picnic tables and grills throughout the park, hiking trails, a small boardwalk, two large fields for soccer or lacrosse, fishing pier and a natural amphitheater. An all-abilities playground was constructed next to the regular playground in 2023 to improve park access for all.

There are over two miles of existing walking trails throughout the park. Some of the trails are paved, but most are gravel. A trail paving project is included in the 2024 Capital Improvement Plan (CIP), which would pave half of the existing gravel trails and ensure that trails meet ADA requirements to improve inclusivity. Paving any remaining gravel trails would be completed as future budgets allow.

The trail paving project is proposed to be funded from the Park Improvement Fund, which provides \$224,140 in the 2024 budget (CIP). To assist with project funding, staff is applying for an outdoor recreation grant through the MN Department of Natural Resources (DNR). If the grant is awarded to the City, the awarded amount could be up to the City's budgeted amount. Any funding from this grant would allow the City to pave additional trails, but if we are awarded the full amount, we could pave all of the gravel trails throughout the park.

RECOMMENDATION

As part of the grant application requirements, the City Council must adopt the attached resolution authorizing staff to apply for the outdoor recreation grant through the DNR.

ATTACHMENTS

Resolution

RESOLUTION NO.

RESOLUTION AUTHORIZING STAFF TO APPLY FOR AN OUTDOOR RECREATION GRANT THROUGH THE MINNESOTA DEPARTMENT OF NATURAL RESOURCES

BE IT RESOLVED that the City of White Bear Lake act as legal sponsor for the project contained in the Outdoor Recreation Grant application to be submitted on the 1st of April, 2024 and that Lindy Crawford is hereby authorized to apply to the Department of Natural Resources for funding of this project on behalf of the City of White Bear Lake.

BE IT FURTHER RESOLVED that the applicant maintains an adequate Conflict of Interest Policy and, throughout the term of the contract, will monitor and report any actual or potential conflicts of interest to the State, upon discovery.

BE IT FURTHER RESOLVED that the City of White Bear Lake has the legal authority for financial assistance, and it has the financial capability to meet the match requirement (if any) and ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED the City of White Bear Lake has not incurred any development costs and has not entered into a written purchase agreement to acquire the property described in the Cost Breakdown section on this application.

BE IT FURTHER RESOLVED that the City of White Bear Lake has or will acquire fee title or permanent easement over all the land described in the boundary map or recreational site plan included in the application.

BE IT FURTHER RESOLVED that, upon approval of its application by the State, the City of White Bear Lake may enter into an agreement with the State for the above-referenced project, and that the City of White Bear Lake certifies that it will comply with all applicable laws and regulations as stated in the grant agreement including dedicating the park property for uses consistent with the funding grant program in perpetuity.

NOW, THEREFORE BE IT RESOLVED that the City Manager is hereby authorized to execute such agreements as necessary to implement the project on behalf of the applicant.

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

Ayes:
Nays:
Passed:

RESOLUTION NO.

Dan Louismet, Mayor

ATTEST:

Caley Longendyke, City Clerk



City of White Bear Lake
Community Development Department

MEMORANDUM

To: Lindy Crawford, City Manager
From: Tracy Shimek, Housing & Economic Development Coordinator
 Jason Lindahl, AICP Community Development Director
Date: April 9, 2024
Subject: **2502 County Road E Grants - Contamination Cleanup Grant and Metropolitan Council Tax Base Revitalization Account Cleanup Grant**

SUMMARY

The City Council will consider adopting two resolutions approving applications to the MN Department of Employee and Economic Development (DEED) Contamination Cleanup Grant and the Metropolitan Council's Tax Base Revitalization Account Cleanup (TBRA) Grant for 2502 County Road E.

While the grant programs require the city to be the applicant and commit to the local matching funds, it also allows these funds to come from the developer. Staff is not proposing, nor is Element Design-Build requesting, any financial investment from the City. Therefore, Element Design-Build will be providing all necessary matching funds through their own equity and debt, see attached letter stating such. If the grant is awarded, the City will execute a sub-grantee contract with Element Design-Build, and the City's role will solely be administrative in nature.

BACKGROUND INFORMATION

On July 25, 2023, the City Council approved the plan from Element Design-Build to redevelop the property at 2502 County Road E. This plan includes 9 for-sale townhomes in two separate 2.5-story buildings. Since receiving land use approvals last summer, the developer has been working to complete their environmental analysis of the site and seeking state grants to assist with site preparation and clean up. Earlier this year, they received a DEED Redevelopment Grant for approximately \$115,000. The applicant is now seeking additional grants from the DEED Contamination Cleanup Grant and the TBRA Cleanup Grant.

Contamination Cleanup and Investigation Grant. This DEED grant program was established by the legislature in 1993. It helps pay for assessing and cleaning up contaminated sites for private or public redevelopment. It gives the DEED authority to award grants to investigate and clean contaminated sites to allow for redevelopment.

The purpose of the program is to reduce the potential threat to public health and the environment, create new jobs, increase the tax base, and provide other public benefits by redeveloping polluted and unproductive sites. The application requires a 25% local match,

participation in the Metropolitan Council's Local Housing Incentives Programs, and the serious expectation that the site will be redeveloped. The match can come from any source available to the applicant, including private funds invested in the project by the developer. Element-Design-Build will be providing the matching funds through their own equity and debt.

Tax Base Revitalization Account Clean Up Grant. Successful Metropolitan Council TBRA Grant applications support redevelopment that eliminates or reduces the risk from contamination, increase the tax base, and create or preserve jobs or affordable housing. There are three TBRA grant categories. Cleanup grants are intended for applicants with projects that have recently completed their environmental site investigation and are seeking public funding to assist with the cost of implementing a cleanup plan for eligible activities and beginning construction on a specific redevelopment project.

ANALYSIS

Both applications require a government organization to apply on behalf of a project, however the site can be either privately or publicly owned. Following the discovery of contamination during a Phase II Environmental Analysis, Element-Design-Build has requested the assistance of the City in applying for these clean-up funding programs. Both grant programs are awarded through a competitive process and so long as the applications meet the minimum requirements will be evaluated in comparison with other qualifying projects.

It is estimated the total cleanup costs will be nearly \$290,000. Element-Design-Build will be requesting \$173,800 from the DEED grant program and \$76,800 from the TBRA grant program, with remaining funds coming from the developer. Contamination on the site is due to leaks from the historical underground storage tanks and spillage from the gas station dispenser islands. Remediation includes removal of contaminated soils and a vapor mitigation system beneath the proposed townhomes to prevent the possibility of vapor intrusion. The plan for remediation has been prepared by Braun Intertec Corporation and submitted to the Minnesota Pollution Control Agency (MPCA) for review. During construction, Braun Intertec will inspect remediation related work to ensure adherence to the Response Action Plan (RAP) approved by MPCA.

Given the high priority and visibility of the County Road E and Bellaire Avenue intersection as well as the presence of contamination it is the opinion of staff that the use of DEED's and the TBRA's grant programs to support this project falls within the intent of the programs and is appropriate given the challenges that remediating this site presents. Once complete, the project will remove contamination from the site, provide additional housing in the community as well as increasing the City's tax base.

RECOMMENDATION

Staff recommends the City Council adopt the attached resolutions approving the grant applications, committing the local match and authorizing the Mayor and City Manager to enter into contracts and execute agreements for the grants.

ATTACHMENTS

Resolutions

Local funds match commitment letter

RESOLUTION NO.

RESOLUTION AUTHORIZING THE APPLICATION TO THE MINNESOTA DEPARTMENT OF EMPLOYMENT AND ECONOMIC DEVELOPMENT'S CONTAMINATION CLEANUP GRANT PROGRAM, COMMITTING THE LOCAL MATCH, AND AUTHORIZING THE MAYOR AND CITY MANAGER TO ENTER INTO CONTRACTS AND EXECUTE AGREEMENTS FOR THE GRANT

WHEREAS, the City has granted Element-Design-Build the necessary land-use entitlements to develop nine townhome units at the 2502 County Road E East; and

WHEREAS, Element-Design-Build has requested the City's partnership in executing an application to the Minnesota Department of Employment and Economic Development's Cleanup grant program; and

WHEREAS, Element-Design-Build has accepted sole responsibility for the programs requirement for a 25% local match; and

WHEREAS, promoting development at the intersection of County Road E East and Bellaire Avenue has been an economic development priority for the City; and

WHEREAS, remediating contamination at the site is in the best interest of the health, safety and welfare of the residents of the City of White Bear Lake; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of White Bear Lake, Minnesota has approved the Contamination Cleanup Grant application to be submitted to the Department of Employment and Economic Development (DEED) on May 1, 2024 by the City of White Bear Lake for the property at 2502 County Road E East, White Bear Lake, Minnesota site; and

BE IT FURTHER RESOLVED that the city of White Bear Lake is located within the seven county metropolitan area defined in section 473.121, subdivision 2, and is participating in the local housing incentives program under section 473.254; and

BE IT FURTHER RESOLVED the City of White Bear Lake will act as the legal sponsor for project contained in the Contamination Cleanup Grant Program application to be submitted on May 1, 2024, and that the City Manager is hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of the City of White Bear Lake; and

BE IT FURTHER RESOLVED that the City of White Bear Lake has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure adequate project administration; and

BE IT FURTHER RESOLVED that the sources and amounts of the local match identified in the application are committed to the project identified; and

RESOLUTION NO.

BE IT FURTHER RESOLVED that The City of White Bear Lake has not violated any Federal, State, or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice; and

BE IT FURTHER RESOLVED that upon approval of its application by the state, the City of White Bear Lake may enter into an agreement with the State of Minnesota for the above-referenced project, and that the City of White Bear Lake certifies that it will comply with all applicable laws and regulation as stated in all contract agreements; and

NOW, THEREFORE BE IT FINALLY RESOLVED that the Mayor and the City Manager, are hereby authorized to negotiate and execute such agreements as are necessary to implement the project on behalf of the applicant.

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 AUTHORIZING APPLICATION FOR THE TAX BASE REVITALIZATION ACCOUNT AND AUTHORIZING THE MAYOR AND CITY MANAGER TO ENTER INTO CONTRACTS AND EXECUTE NECESSARY AGREEMENTS FOR THE GRANT

WHEREAS the City of White Bear Lake is a participant in the Livable Communities Act's Local Housing Incentives Account Program for 2023 as determined by the Metropolitan Council, and is therefore eligible to make application and apply for funds under the Tax Base Revitalization Account; and

WHEREAS the City has identified a contamination cleanup project within the City that meets the Tax Base Revitalization Account's purposes and criteria and is consistent with and promote the purposes of the Metropolitan Livable Communities Act and the policies of the Metropolitan Council's adopted metropolitan development guide; and

WHEREAS the City has the institutional, managerial, and financial capability to ensure adequate project and grant administration; and

WHEREAS the City certifies that it will comply with all applicable laws and regulations as stated in the contract grant agreements; and

WHEREAS the City finds that the required contamination cleanup will not occur through private or other public investment within the reasonably foreseeable future without Tax Base Revitalization Account grant funding; and

WHEREAS the City represents that it has undertaken reasonable and good faith efforts to procure funding for the activities for which Livable Communities Act Tax Base Revitalization Account funding is sought but was not able to find or secure from other sources funding that is necessary for cleanup completion and states that this representation is based on the following reasons and supporting facts:

1. Finds that it is in the best interests of the City's development goals and priorities for the proposed project to occur at this particular site at this particular time.
2. Finds that the project components for which Livable Communities Act Tax Base Revitalization Account funding is sought will not occur solely through private or other public investment within the reasonably foreseeable future.

NOW, THEREFORE, BE IT RESOLVED that, the City Council of White Bear Lake authorizes City Manager to submit an application for Metropolitan Council Tax Base Revitalization Account grant funds and, if the City is awarded a Tax Base Revitalization Account grant for this project, the City will be the grantee and agrees to act as legal sponsor to administer and be responsible for grant funds expended for the project contained in the Tax Base Revitalization grant application submitted on May 1, 2024.

RESOLUTION NO.

BE IT FURTHER RESOLVED that the Mayor and the City Manager, are hereby authorized to negotiate and execute such agreements as are necessary to implement the project on behalf of the applicant.

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

03 April 2024

To: City of White Bear Lake

Re: Wildwood Rowhomes

Dear Mayor Louismet and the City Council of White Bear Lake,

Element Design-Build is requesting support from the City of White Bear Lake for the redevelopment of 2502 County Rd E East through the submission of two clean-up grant program applications to Minnesota Department of Employment and Economic Development and Met Council TBRA. While under program requirements the city is required to be the applicant, we accept full responsibility for the entirety of required local match funds and will provide all support necessary to adhere to the requirements of the grant programs. We understand that if the project is awarded funding, we will be required to enter into a sub-recipient grant agreement with the City of White Bear Lake and will bear full responsibility for ensuring that the terms of the grant contract are met.

We appreciate your consideration in this matter.

Sincerely yours,



Ryan McKilligan
Project Manager
Element Design-Build



City of White Bear Lake
Engineering Department

MEMORANDUM

To: Lindy Crawford, City Manager
From: Paul Kauppi, Public Works Director/ City Engineer
Date: April 9, 2024
Subject: **Approving a Cooperative Agreement with Ramsey County for Improvements to Otter Lake Road**

SUMMARY

City Council will consider adopting a resolution approving a Cooperative Agreement with Ramsey County for improvements to Otter Lake Road from Highway 96 (CSAH 96) to 4th Street.

BACKGROUND INFORMATION

The City of White Bear Lake is working in cooperation with Ramsey County to complete the trail segment around Birch Lake and reconstruct Otter Lake Road between Highway 96 and 4th Street.

At its September 26, 2023 meeting, the City Council approved the Cooperative Agreement for right-of-way acquisition for this project. Now that the County has completed the plans and specifications for the project, the next step is to enter into a cooperative agreement which outlines the City and County responsibilities and cost participation for the improvements. Under this agreement, the City will participate in accordance with the County's cost partition policy.

Following execution of the agreement, Ramsey County will solicit bids for the project and begin construction in the summer of 2024.

The final agreement for the project will be a turn-back / turn-up agreement for Otter Lake Road and White Bear Parkway which will be brought before Council at a future meeting. The terms of that agreement are currently being negotiated between City and County staff representatives.

FINANCING

The City's cost participation for this portion of the project is estimated to be \$152,785.20 as outlined in the agreement. The project will be financed through the Pavement Management Fund. No payments will be made until either the end of the project or execution of the turn-back / turn-up agreement.

RECOMMENDATIONS

Staff recommends the City Council adopt the attached resolution approving Cooperative

Agreement with Ramsey County for improvements to Otter Lake Road from Highway 96 (CSAH 96) to 4th Street.

ATTACHMENTS

Resolution

RESOLUTION NO.

RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO ENTER INTO A COOPERATIVE AGREEMENT WITH RAMSEY COUNTY FOR IMPROVEMENTS TO OTTER LAKE ROAD (CSAH 60) BETWEEN HIGHWAY 96 (CSAH 96) AND 4TH STREET IN WHITE BEAR LAKE

WHEREAS, Otter Lake Road is a County Road located within the City of White Bear Lake that connects Highway 96 and 4th Street; and

WHEREAS, Otter Lake Road is utilized by residents and the general public in a wide variety of transportation modes (vehicles, towing trailers, bicycles, pedestrians, etc.), and the pavement condition of Otter Lake Road has been rated as “very poor”; and

WHEREAS, the County will be awarding a contract for the rehabilitation of Otter Lake Road which includes the addition of a bicycle/pedestrian trail during the 2024 construction year; and

WHEREAS, it is necessary to enter into a Cooperative Agreement to define the improvements, funding, construction and future maintenance of the improvements; and

WHEREAS, the City cost participation for construction is estimated to be \$152,785.20 as outlined in the cooperative agreement.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake, Minnesota hereby authorizes the Mayor and City Manager to enter into a Cooperative Agreement (Agreement PUBW2023-14R) between Ramsey County and the City of White Bear Lake for right of way acquisition for improvements to Otter Lake Road (CSAH 60) between Highway 96 (CSAH 96) and 4th Street.

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
Engineering Department

MEMORANDUM

To: Lindy Crawford, City Manager
From: Paul Kauppi, Public Works Director/City Engineer
Date: April 9, 2024
Subject: **Joint Powers Agreement with ISD 624 and Cooperative Construction Agreement with the State of Minnesota Department of Transportation and ISD 624 for the North Campus Roadway Improvements**

SUMMARY

City Council will consider adopting a resolution approving a Joint Powers Agreement (JPA) with ISD 624 and a resolution approving a Cooperative Construction Agreement with the Minnesota Department of Transportation and ISD 624 for the North Campus Roadway Improvements.

BACKGROUND INFORMATION

The traffic study for the ISD 624 North Campus project identified necessary off-site roadway improvements to facilitate the increase in staff and student traffic as well as the changes in anticipated traffic patterns. These off-site improvements were then memorialized in the conditional use permit for the project approved by Council on April 13, 2021. The improvements are required to be complete prior to full opening of the campus in fall 2024.

The required off-site improvements include the following:

- Highway 61 at 8th Street Traffic Signal
 - Installation of traffic signal at Highway 61 at 8th Street
 - Enhanced pedestrian facilities and crossings
 - Installation of railroad crossing gates for vehicles and pedestrians
 - Lengthened northbound Highway 61 left turn lane at 8th Street
 - Elimination of southbound left turn lane and movement at 7th Street to accommodate lengthened northbound left turn lane at 8th Street
- 8th Street Improvements between Highway 61 to Bloom Avenue
 - Roadway widening
 - Addition of sidewalk along the south side
 - Addition of all way stop at Division Avenue
 - Addition of dedicated parking lane on south side
 - Parking restrictions on north side to accommodate traffic volumes
- Division Avenue Improvements
 - Addition of turn lanes into school entrances
 - Addition of pedestrian facilities and enhanced crossings

The City Council approved the plans and specifications prepared by the District's consultant

engineer and authorized the District to solicit bids at its February 28, 2024 meeting.

The next steps of the process is to enter into certain agreements to spell out details of funding, construction, and future maintenance. The agreements being brought forward at this time are as follows:

1. Joint Powers Agreement with ISD 624 which details the improvements, funding, construction and future maintenance for the approved improvements.
2. Cooperative Construction Agreement with the Minnesota Department of Transportation and ISD 624 which details the improvement, funding, construction and future maintenance of the new traffic signal at 8th Street and Hwy 61 along with roadway improvements within the highway rights-of-way.

At a future meeting, the final agreement with BNSF for the railroad crossing improvements will be brought forward for Council approval.

PUBLIC PROCESS

Following the completion of a preliminary design in 2020 and 2021, an open house was held on August 18, 2021 to present design options to those properties impacted by the improvements. The final design was then completed based on City and public input during 2022 and 2023. A second open house was held on December 7, 2023 following a Council update on November 28, 2023. Property owners affected by the proposed improvements who attended the open house were generally supportive of the proposed improvements, however still concerned with the overall increase in traffic due to the project.

PROJECT COST AND FUNDING

The initial cost of construction will be entirely funded by ISD 624 with no participation by the City. However, the City will be assuming responsibility for future maintenance costs of these improvements including two legs of the traffic signal at 8th Street and Highway 61 and vehicle and pedestrian crossing gates at the 8th Street railroad crossing.

PROJECT SCHEDULE

- | | |
|---|-------------------|
| • Council approves Plans and Specifications / Authorized Bids | February 28, 2024 |
| • ISD 624 Receives Bids | March 2024 |
| • Council approves Cooperative Agreements | April 2024 |
| • Construction | June- August 2024 |
| • North Campus Full Opening | September 2024 |

RECOMMENDATION

Staff recommends the City Council adopt the attached resolutions approving a Joint Powers Agreement with ISD 624 and approving a Cooperative Construction Agreement with the Minnesota Department of Transportation and ISD 624 for the North Campus Roadway Improvements.

ATTACHMENTS

Resolutions

RESOLUTION NO.

**RESOLUTION APPROVING COOPERATIVE CONSTRUCTION AGREEMENT WITH THE
MINNEOSTA DEPARTMENT OF TRANSPORTATION AND ISD 624
FOR THE NORTH CAMPUS ROADWAY IMPROVEMENTS**

WHEREAS, a traffic study for the ISD 624 North Campus high school expansion project identified certain necessary off-site roadway improvement to Division Avenue, 8th Street between Bloom Avenue and Highway 61 and the intersection of Highway 61 and 8th Street; and

WHEREAS, at its April 13, 2021 meeting, the City Council approved a conditional use permit for the ISD 624 North Campus high school expansion project which required these off-site roadway improvements to be complete prior to full opening of the campus; and

WHEREAS, ISD 624 and their Engineering Consultant has prepared plans and specifications for the ISD 624 North Campus Roadway Improvements; and

WHEREAS, it is necessary to enter into a Cooperative Construction Agreement to define the improvements, funding, construction and future maintenance of the improvements.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake, Minnesota hereby authorizes the Mayor and City Manager to enter into a Cooperative Construction Agreement with the Minnesota Department of Transportation and ISD 624 for the North Campus Roadway Improvements.

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 APPROVING A JOINT POWES AGREEMENT
WITH ISD 624 FOR THE NORTH CAMPUS ROADWAY IMPROVMENTS**

WHEREAS, a traffic study for the ISD 624 North Campus high school expansion project identified certain necessary off-site roadway improvement to Division Avenue, 8th Street between Bloom Avenue and Highway 61 and the intersection of Highway 61 and 8th Street; and

WHEREAS, at its April 13, 2021 meeting, the City Council approved a Conditional Use Permit for the ISD 624 North Campus high school expansion project which required these off-site roadway improvements to be complete prior to full opening of the campus; and

WHEREAS, at its February 28, 2024 meeting, the City Council approved the plans and specifications for the ISD 624 North Campus Roadway Improvements; and

WHEREAS, it is necessary to enter into a Joint Powers Agreement to define the improvements, funding, construction and future maintenance of the improvements.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake, Minnesota hereby authorizes the Mayor and City Manager to enter into a Joint Powers Agreement with ISD 624 for the North Campus Roadway Improvements.

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: April 9, 2024
Subject: Letter of support for Minnesota Commercial Railway Locomotive Emission Reduction Project federal funding request

SUMMARY

The City Council will consider adopting a resolution authorizing a letter of support for Minnesota Commercial Railway's (MNNR) Locomotive Emission Reduction Project application for federal funding to replace six locomotives with modern, cleaner, and safer locomotives.

BACKGROUND INFORMATION

Minnesota Commercial Railway (MNNR), founded in 1987, is an 86-mile short-line railroad operating out of the Twin Cities. It consists of several districts including lines to Fridley and Hugo, passing through White Bear Lake along the way. MNNR serves eighty (80) customers by transporting grain, steel, chemicals, plastics, salt and lumber. MNNR has identified the need to reduce emissions in support of state and federal goals.

Therefore, MNNR is applying for a grant from the Consolidated Rail Infrastructure and Safety Improvements (CRISI) funding program for 80 percent (80%) of the total multi-million dollar cost of replacing their aging 1970s era locomotives with six (6) new high fuel efficiency, cleaner burning diesel locomotives.

This investment by MNNR, in updating its fleet with advanced equipment, is proposed to reduce air polluting emissions, cut diesel fuel consumption, and reduce engine noise levels. Because MNNR operates through White Bear Lake, they have requested the City provide a letter of support to include with their grant application.

RECOMMENDATION

Staff recommends the City Council adopt the attached resolution authorizing a letter of support for Minnesota Commercial Railway's Locomotive Emission Reduction Project application for federal funding to replace six locomotives with modern, cleaner, and safer locomotives.

ATTACHMENTS

Resolution
Draft Letter of Support

RESOLUTION NO.

RESOLUTION AUTHORIZING THE CITY MANAGER TO SUBMIT A LETTER OF SUPPORT FOR MINNESOTA COMMERCIAL RAILWAY'S LOCOMOTIVE EMISSION REDUCTION PROJECT FEDERAL FUNDING REQUEST

WHEREAS, Minnesota Commercial Railway (MNNR), founded in 1987, is an 86-mile short-line railroad operating out of the Twin Cities; and

WHEREAS, MNNR consists of several districts with eighty customers and passes through White Bear Lake while transporting grain, steel, chemicals, plastics, salt and lumber; and

WHEREAS, MNNR has requested a letter of support for their grant application to the Consolidated Rail Infrastructure and Safety Improvements (CRISI) funding program to replace their aging 1970s era locomotives with six new high fuel efficiency, cleaner burning diesel locomotives; and

WHEREAS, advanced locomotive fleet equipment is proposed to reduce air polluting emissions, cut diesel fuel consumption, and reduce engine noise levels, ultimately providing a benefit to White Bear Lake.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake hereby authorizes the City Manager to submit a letter of support to for Minnesota Commercial Railway's Locomotive Emission Reduction Project application for federal funding to replace six locomotives with modern, cleaner, and safer locomotives.

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

Ayes:
Absent:
Nays:
Passed:

Dan Louismet, Mayor

ATTEST:

Caley Longendyke, City Clerk

DRAFT

April 10, 2024

Mr. Amit Bose, Administrator
Federal Railroad Administration
1200 New Jersey Avenue, SE
Washington, DC 20590

RE: Support for Minnesota Commercial Railway Locomotive Emission Reduction Project FY24
FRA CRISI Grant Application

Dear Mr. Bose:

We understand that Minnesota Commercial Railway (MNNR) is applying to the FY24 Federal Railroad Administration (FRA) Consolidated Rail Infrastructure and Safety Improvements (CRISI) Grant Program. MNNR has proposed to replace six of its aging locomotives with modern, cleaner, and safer locomotives to support customers it serves.

MNNR, founded in 1987, is an 86-mile short-line railroad operating out of the St. Paul, MN area. It consists of several districts including lines to Fridley and Hugo, passing through White Bear Lake along the way. MNNR serves eighty (80) customers by transporting grain, steel, chemicals, plastics, salt and lumber. MNNR has identified the need to reduce emissions in support of state and federal goals. Therefore, they seek to upgrade their locomotive fleet to tier 4 compliance standards to help improve air quality, cut diesel fuel consumption, and mitigate engine generated noise levels.

The City of White Bear Lake is supportive of the project and believes that it will improve the efficiency of MNNR's operation. Thank you for your consideration. If you have any questions, please contact me at lcrawford@whitebearlake.org, or call 651-429-8516.

Respectfully,

Lindy Crawford, City Manager
City of White Bear Lake



City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Mayor and City Council
From: Lindy Crawford, City Manager
Date: April 9, 2024
Subject: **Arbor Day Proclamation**

SUMMARY

The Mayor will read a proclamation recognizing Arbor Day 2024.

BACKGROUND INFORMATION

The City recognizes Arbor Day as an annual occasion to recognize the importance of trees and commits to maintaining the urban forest throughout the community and park systems. Trees increase property values, enhance economic vitality of business areas and beautify the community. The City annually confirms its commitment to the urban forest by promoting public awareness of forestry issues through tree planting projects, tree pruning and maintenance seminars, invasive species control projects and other educational opportunities.

ATTACHMENTS

None



City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Lindy Crawford, City Manager
From: Caley Longendyke, City Clerk
Date: April 9, 2024
Subject: Granting City support for Manitou Days

SUMMARY

The City Council will receive a brief presentation from a representative of Manitou Days and consider adopting a resolution that authorizes staff time and other public resources to support the 2024 community events.

BACKGROUND INFORMATION

In 1967, the White Bear Chamber of Commerce started Manitou Days, a tradition that has served to bring the community together for over five decades. Primarily comprised of community volunteers, White Bear Events was formed in 2006 to take over coordination of Manitou Days events from the Chamber. Today, Manitou Days is a three-week summer festival comprising of various events located throughout the City, including at the White Bear Shopping Center, Memorial Beach, local churches, art centers and more. The festival kicks off with Marketfest and ends on the Fourth of July with live music and fireworks over White Bear Lake. For more information, visit the event website at www.manitoudays.com.

Through the support of the City Council and City Manager, City Staff have traditionally contributed time and public resources to Manitou Days. Historically, the City Council has determined that the benefits of providing economic and social benefits to the city warrants use of its resources to provide support for the events associated with Manitou Days.

RECOMMENDATION

Staff recommends the City Council adopt the attached resolution authorizing public resources to support the 2024 community events.

ATTACHMENTS

Resolution

RESOLUTION NO.

RESOLUTION AUTHORIZING ALLOCATION OF STAFF TIME AND OTHER PUBLIC RESOURCES FOR MANITOU DAYS 2024

WHEREAS, Manitou Days is a summer, community festival that began in 1967 and continues to be a tradition that brings the community together; and

WHEREAS, since 2006, the White Bear Events Committee has coordinated the three-week summer festival that is comprised of various events throughout the City, starting with Marketfest and ending with a Fourth of July celebration; and

WHEREAS, this year, Manitou Days will host a variety of events between June 13 through July 4, 2024; and

WHEREAS, the City Council has determined these events provide an economic and social benefit to the City, its residents and its businesses; and

WHEREAS, the City Council has determined that said benefit warrants use of City resources to provide space and logistical support for events associated with Manitou Days; and

WHEREAS, the City Manager authorizes the allocation of City Staff time to support community events affiliated with Manitou Days.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake, that the City shall provide City Staff time and physical resources in support of Manitou Days in 2024.

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: Lindy Crawford, City Manager
From: Caley Longendyke, City Clerk
Date: April 9, 2024
Subject: Granting City Support for Marketfest

SUMMARY

The City Council will receive a brief presentation from a representative of Marketfest and consider adopting a resolution that authorizes financial participation and other public resources to support the 2024 event.

BACKGROUND INFORMATION

Marketfest is an annual summer festival that brings people to downtown White Bear Lake, supporting City businesses and enhancing our sense of community. Each Thursday, Marketfest brings 180+ vendors onsite, including food trucks, arts and crafts, merchants and services, and non-profit organizations. Approximately 4,000-5,000 people attend per week.

The City has been contributing financially to Marketfest since 1998, after Mainstreet assumed its operation from the Economic Development Corporation (EDC). Since the event provides economic and social benefit to the City, its residents and businesses, City assistance has been provided through the non-tax supported Economic Development Fund. This year marks the 34th year for this family-oriented festival, scheduled for Thursdays in downtown White Bear Lake, rain or shine, from 6-9 p.m. beginning on June 13 and ending on July 25, 2024. For more information, visit the event website at www.marketfestwbl.com.

Similar to last year, the City's 2024 budget contains a \$7,000 appropriation for financial support of Marketfest, which assists with electrical, safety, insurance and related operational costs. In addition to this financial contribution, staff will continue to contribute time and public resources to Marketfest.

RECOMMENDATION

Staff recommends the City Council adopt the attached resolution authorizing financial and other logistical support for Marketfest in 2024.

ATTACHMENTS

Resolution

RESOLUTION NO.

**RESOLUTION AUTHORIZING FINANCIAL SUPPORT AND OTHER PUBLIC
RESOURCES FOR MARKETFEST 2024**

WHEREAS, Mainstreet, Inc. through its Marketfest division, has requested and received permission to conduct an economic promotion and community celebratory event on seven consecutive Thursday evenings in downtown White Bear Lake including entertainment, art exhibits and sales, food sales and commercial promoters; and

WHEREAS, Marketfest 2024 will be scheduled each Thursday between June 13 and July 25, 2024 from 6-9 p.m.; and

WHEREAS, the City Council has determined this event provides an economic and social benefit to the City, its residents and its businesses; and

WHEREAS, the City Council has determined that said benefit warrants financial participation by the City to defray a portion of the cost of Marketfest, as well as approve the use of City resources to provide space and logistical support related to the event; and

WHEREAS, the City Manager authorizes the allocation of City Staff time to support community events affiliated with Manitou Days.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake, that the City Manager is authorized and hereby directed to arrange for payment from the City's non-tax-supported Economic Development Fund an amount not to exceed \$7,000 for the payment of expenses associated with insurance, safety, electrical repairs and entertainment for Marketfest in 2024.

BE IT FURTHER RESOLVED that the City shall also provide City Staff time and physical resources in support of Marketfest in 2024.

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
Fire Department

MEMORANDUM

To: Lindy Crawford, City Manager
From: Greg Peterson, Fire Chief
Date: April 9, 2024
Subject: Biannual Fire Department Update

SUMMARY

Chief Peterson will be providing an update on the fire department.

BACKGROUND INFORMATION

The year 2023 was another busy year for the fire department. There were a number of changes that took place, which will be highlighted in my presentation. We have some new initiatives that will be rolled out this year, which will be shared at the meeting. The department's focus continues to be on how to support the communities we serve, while providing excellent service.

RECOMMENDATIONS

None – Information sharing only.

ATTACHMENTS

None



City of White Bear Lake
Police Department

MEMORANDUM

To: Lindy Crawford, City Manager
From: Dale Hager, Chief of Police
Date: April 9, 2024
Subject: Bi-annual Police Department Report

SUMMARY

Chief Hager will present the bi-annual police department report, which will include police related statistics and highlight department activities for the end of 2023 and the beginning of 2024.

BACKGROUND INFORMATION

The Police Department continues to provide a high level of service to the community while continuing to transition under new leadership. One of the greatest challenges for law enforcement and our department is the struggle to fill current vacancies.

The Department continues to build strong relationships and mutual trust with those we serve. We hosted several community engagement events over the past several months, which helps foster strong partnerships. Staff and I are grateful for the support and strong partnerships with all community stakeholders, including the City Manager's Office and City Council.

RECOMMENDATION

None – Information sharing only.

ATTACHMENTS

None



City of White Bear Lake
Finance Department

MEMORANDUM

To: Lindy Crawford, City Manager
From: Kerri Kindsvater, Finance Director
Date: April 9, 2024
Subject: Issuance of General Obligation Improvement Bonds for 2024 Pavement Rehabilitation Project

SUMMARY

The City Council will adopt a resolution authorizing a \$2,505,000 in General Obligation (GO) Improvement Bond Sale- 2024A to fund the City's portion of the 2024 Pavement Rehabilitation Project costs and setting the date to award the bond sale.

BACKGROUND INFORMATION

Minnesota Statutes Chapter 475 authorizes cities to issue bond obligations to borrow money and gives guidance on the rules for the types of bonds and their purposes that are available to issue. In addition to following the rules in Chapter 475, the City also receives further guidance from Minnesota Statutes Chapter 429, which relates to the issuance of General Obligation (GO) Improvement Bonds used to finance public improvements for roads.

In issuing GO bonds, the City pledges its full faith and credit to the obligation payment, meaning it must use any asset or any amount of tax levy to pay principal and interest on the bond obligation for its entire term. This type of bond is the most secure, which leads to generally lower interest rates and is the most inexpensive method for a city to finance their capital needs.

As stated above, the 2024A Improvement Bond issue is for a par amount of \$2,505,000 with a 15-year life. The preliminary debt service schedule uses an estimated true interest cost of 3.4889%. Two important notes about the true interest cost include:

- The estimate is the current market rate of 2.9889% plus .50% to include a cushion for any changes in the market between the pre-sale report run date and the actual bond sale in May.
- The true interest cost is the actual cost of borrowing the funds taking in to account the ancillary fees and costs and the factors related to the time value of money.

The economic landscape for interest costs appears to be in the range of interest rates the City received for pre-pandemic and recent bond issues:

Bond Issue	Actual True Interest Rate
2023A Capital Improvement Plan Bonds	3.7239%
2022B Capital Improvement Plan Bonds	3.7539%
2022A Improvement Bonds	3.2181%
2021A Improvement Bonds	1.2849%
2020A Improvement Bonds	1.4007%
2019A Improvement Bonds	2.4313%
2018B Tax Abatement Bonds	3.3204%
2018A Improvement Bonds	3.2727%

The financing plan for the 2024A Improvement Bonds includes a special assessment component for property owners benefiting from the pavement management project. Special assessments for residential properties within the project area have a 15-year term, which aligns with the bond term. The plan calculation anticipates collection of \$565,000 in assessments, which the City will combine with the tax levy to pay the annual debt service payment due.

Given these financing details and special assessments to benefiting properties, the annual tax levy range for the Improvement Bonds is \$175,795 to \$181,126. Any shortfall in the payment projections would require an increase in the City's commitment to ensure the bond obligation is satisfied.

City Staff will work with Ehlers, the City's financial advisor, for work associated with the improvement bond sale.

RECOMMENDATION

Staff recommends the City Council adopt the attached resolution authorizing a \$2,505,000 in General Obligation (GO) Improvement Bond Sale- 2024A to fund the City's portion of the 2024 Pavement Rehabilitation Project costs and setting the date to award the bond sale.

ATTACHMENTS

Resolution
2024A GO Bond Pre-sale Report

RESOLUTION NO.

RESOLUTION PROVIDING FOR THE ISSUANCE AND SALE OF GENERAL OBLIGATION IMPROVEMENT BONDS, SERIES 2024A, IN THE PROPOSED AGGREGATE PRINCIPAL AMOUNT OF \$2,505,000

BE IT RESOLVED By the City Council of the City of White Bear Lake, Minnesota (the “City”), as follows:

Section 1. Authorization.

(a) Certain assessable public improvements within the City (the “Improvements”) have been made, duly ordered or contracts let for the construction thereof pursuant to the provisions of Minnesota Statutes, Chapters 429 and 475, as amended (the “Act”).

(b) The City Council finds it necessary and expedient to the sound financial management of the City to issue its General Obligation Improvement Bonds, Series 2024A (the “Bonds”), in the proposed aggregate principal amount of \$2,505,000, pursuant to the Act, to provide financing for the Improvements.

(b) The City is authorized by Section 475.60, subdivision 2(9) of the Act to negotiate the sale of the Bonds, it being determined that the City has retained an independent municipal advisor in connection with such sale. The actions of the City staff and the City’s municipal advisor in negotiating the sale of the Bonds are ratified and confirmed in all respects.

Section 2. Sale of Bonds. To provide funds to finance the Improvements, the City will therefore issue and sell the Bonds in the proposed aggregate principal amount of \$2,505,000. The principal amount of the Bonds is subject to adjustment in accordance with the official Terms of Proposal to be prepared in connection with the offering and the sale of the Bonds.

Section 3. Authority of Municipal Advisor. Ehlers and Associates, Inc. (the “Municipal Advisor”) is authorized and directed to negotiate the sale of the Bonds. The City Council will meet on Tuesday, May 14, 2024, or another date selected by City staff, to consider proposals on the Bonds and take any other appropriate action with respect to the Bonds.

Section 4. Authority of Bond Counsel. The law firm of Kennedy & Graven, Chartered, as bond counsel for the City (“Bond Counsel”), is authorized to act as bond counsel and to assist in the preparation and review of necessary documents, certificates and instruments relating to the Bonds. The officers, employees and agents of the City are hereby authorized to assist Bond Counsel in the preparation of such documents, certificates, and instruments.

RESOLUTION NO.

Section 5. Covenants. In the resolution awarding the sale of the Bonds, the City Council will set forth the covenants and undertakings required by the Act.

Section 6. Official Statement. In connection with the sale of the Bonds, the officers or employees of the City are authorized and directed to cooperate with the Municipal Advisor and participate in the preparation of an official statement for the Bonds and to deliver it on behalf of the City upon its completion.

Section 7. Declaration of Official Intent to Reimburse Expenditures.

(a) The Internal Revenue Service has issued Treas. Reg. § 1.150-2 (the "Reimbursement Regulations") providing that proceeds of tax-exempt bonds used to reimburse prior expenditures will not be deemed spent unless certain requirements are met; the City expects to incur certain expenditures with respect to projects that may be financed temporarily from sources other than bonds, and reimbursed from the proceeds of tax-exempt bonds.

(b) The City has determined to make a declaration of official intent (the "Declaration") to reimburse certain costs with respect to the Improvements from proceeds of the Bonds in accordance with the Reimbursement Regulations.

(c) All reimbursed expenditures will be capital expenditures, costs of issuance of the Bonds, or other expenditures eligible for reimbursement under Section 1.150-2(d)(3) of the Reimbursement Regulations.

(d) This Declaration has been made not later than sixty (60) days after payment of any original expenditure to be subject to a reimbursement allocation with respect to the proceeds of the Bonds, except for the following expenditures: (a) costs of issuance of bonds; (b) costs in an amount not in excess of \$100,000 or five percent (5%) of the proceeds of an issue; or (c) "preliminary expenditures" up to an amount not in excess of twenty percent (20%) of the aggregate issue price of the issue or issues that finance or are reasonably expected by the City to finance the project for which the preliminary expenditures were incurred. The term "preliminary expenditures" includes architectural, engineering, surveying, bond issuance, and similar costs that are incurred prior to commencement of acquisition, construction or rehabilitation of a project, other than land acquisition, site preparation, and similar costs incident to commencement of construction.

(e) This Declaration is an expression of the reasonable expectations of the City based on the facts and circumstances known to the City as of the date hereof. The anticipated original expenditures for the Improvements and the principal amount of the Bonds described herein are consistent with the City's budgetary and financial circumstances. No sources other than proceeds of the Bonds to be issued by the City are, or are reasonably expected to be, reserved, allocated on a long-term basis, or

RESOLUTION NO.

otherwise set aside pursuant to the City's budget or financial policies to pay such expenditures.

(f) This Declaration is intended to constitute a declaration of official intent for purposes of the Reimbursement Regulations.

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

April 9, 2024

PRE-SALE REPORT FOR

City of White Bear Lake, Minnesota

**\$2,505,000 General Obligation Improvement Bonds,
Series 2024A**



Prepared by:

Ehlers
3060 Centre Pointe Drive
Roseville, MN 55113

Advisors:

Stacie Kvilvang, Senior Municipal Advisor
Dan Tienter, Municipal Advisor

BUILDING COMMUNITIES. IT'S WHAT WE DO.

EXECUTIVE SUMMARY OF PROPOSED DEBT

Proposed Issue:

\$2,505,000 General Obligation Improvement Bonds, Series 2024A (the “Bonds”).

Purposes:

The proposed, tax-exempt issue will fund the 2024 Street Improvement Project (the “Project”) for the City of White Bear Lake, Minnesota (the “City”). The City will pay debt service on the Bonds through a combination of special assessments and ad valorem property tax revenues.

As part of the Project, the City intends to levy \$565,000 in special assessments against benefitting properties. It anticipates \$84,750, or 15%, will be prepaid by property owners. Accordingly, the Bonds have been reduced by this amount. The remaining \$480,250 of special assessments will be collected between 2025 and 2039 at an interest rate of 2% over the True Interest Cost of the Bonds on an equal principal basis.

Authority:

The Bonds are being issued pursuant to Minnesota Statutes, Chapters:

- 429, local improvements and special assessments; and
- 475, general bonding authority.

Because the City is assessing at least 20% of the Project costs, the Bonds can be a general obligation without a referendum and will not count against the City’s debt limit. The Bonds will be general obligations of the City for which its full faith, credit and taxing powers are pledged.

Term/Call Feature:

The Bonds are being issued for a term of approximately 16 years. Principal on the Bonds will be due on February 1 in the years 2026 through 2040. Interest will be due every six months beginning February 1, 2025.

The Bonds will be subject to prepayment at the discretion of the City on February 1, 2034 or any date thereafter.

Bank Qualification:

Because the City expects to issue no more than \$10,000,000 in tax exempt debt during the calendar year, it will be able to designate the Bonds as “bank qualified” obligations. Bank qualified status broadens the market for the Bonds, which can result in lower interest rates.

Rating:

The City's most recent bond issues were rated by S&P Global Ratings. The current rating on those bonds is "AA+." The City will request a new rating for the Bonds.

If the winning bidder on the Bonds elects to purchase bond insurance, the rating for the issue may be higher in the event that the rating of the insurer is higher than that of the City.

Basis for Recommendation:

Based on your objectives, financial situation and need, risk tolerance, liquidity needs, experience with the issuance of Bonds and long-term financial capacity, as well as the tax status considerations related to the Bonds and the structure, timing and other similar matters related to the Bonds, we are recommending the issuance of Bonds as a suitable option.

Method of Sale/Placement:

We are recommending the Bonds be issued as municipal securities and offered through a competitive underwriting process. You will solicit competitive bids, which we will compile on your behalf, for the purchase of the Bonds from underwriters and banks.

An allowance for discount bidding will be incorporated in the terms of the issue. The discount is treated as an interest item and provides the underwriter with all or a portion of their compensation in the transaction.

If the Bonds are purchased at a price greater than the minimum bid amount (maximum discount), the unused allowance may be used to reduce your borrowing amount.

Premium Pricing:

In some cases, investors in municipal bonds prefer "premium" pricing structures. A premium is achieved when the coupon for any maturity (the interest rate paid by the issuer) exceeds the yield to the investor, resulting in a price paid that is greater than the face value of the bonds. The sum of the amounts paid in excess of face value is considered "reoffering premium." The underwriter of the bonds will retain a portion of this reoffering premium as their compensation (or "discount") but will pay the remainder of the premium to the City. The amount of the premium varies, but it is not uncommon to see premiums for new issues in the range of 2.00% to 10.00% of the face amount of the issue.

For the Bonds, we have been directed to contact the City on the day of sale to discuss the use of the net premium to either reduce the size of the issue or increase the net proceeds for the Project. The resulting adjustments may slightly change the true interest cost of the issue, either up or down.

The amount of premium may be restricted in the bid specifications. Restrictions on premium may result in fewer bids but may also eliminate large adjustments on the day of sale and unintended impacts with respect to debt service payments. Ehlers will identify appropriate premium restrictions for the Bonds intended to achieve the City's objectives for this financing.

Review of Existing Debt:

We have reviewed all outstanding indebtedness for the City and find that there are no viable refunding opportunities at this time. We will continue to monitor the market and the call dates for the City's outstanding debt and will alert you to any future refunding opportunities.

Continuing Disclosure:

Because the City has more than \$10,000,000 in outstanding debt (including this issue) and this issue is over \$1,000,000, the City will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually, as well as providing notices of the occurrence of certain reportable events to the Municipal Securities Rulemaking Board (the "MSRB"), as required by rules of the Securities and Exchange Commission (the "SEC"). The City is already obligated to provide such reports for its existing bonds and has contracted with Ehlers to prepare and file the reports.

Arbitrage Monitoring:

The City must ensure compliance with certain sections of the Internal Revenue Code (the "IRS") and Treasury Regulations ("Arbitrage Rules") throughout the life of the issue to maintain the tax-exempt status of the Bonds. These Arbitrage Rules apply to amounts held in construction, escrow, reserve, debt service account(s), etc., along with related investment income on each fund/account.

IRS audits will verify compliance with rebate, yield restriction and records retention requirements within the Arbitrage Rules. The City's specific arbitrage responsibilities will be detailed in the Tax Certificate (the "Tax Compliance Document") prepared by your Bond Attorney and provided at closing.

The Bonds may qualify for one or more exception(s) to the Arbitrage Rules by meeting 1) small issuer exception, 2) spend down requirements, 3) bona fide debt service fund limits, 4) reasonable reserve requirements, 5) expenditure within an available period limitations, 6) investments yield restrictions, 7) de minimis rules, or; 8) borrower limited requirements.

An Ehlers arbitrage expert will contact the City within 30 days after the sale date to review the City's specific responsibilities for the Bonds. The City is currently receiving arbitrage services from Ehlers in relation to the Bonds.

Investment of Bond Proceeds:

Ehlers can assist the City in developing a strategy to invest the Bond proceeds until the funds are needed to pay Project costs.

Risk Factors:

Special Assessments: We have assumed \$84,750 of prepaid special assessments and that the remaining special assessments will be levied as projected. If the City receives a significant number of prepayments or does not levy the special assessments as planned, it may need to increase the levy portion of the debt service to make up for lower-than-expected interest earnings. Additionally, if the City receives lower than expected prepayments, it may need to utilize other funds to pay Project costs.

Other Service Providers:

This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a particular firm to provide a service, we have assumed that you will continue that relationship. For services you have not previously required, we have identified a service provider. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other sources. Our pre-sale bond sizing includes a good faith estimate of these fees, but the final fees may vary. If you have any questions pertaining to the identified service providers or their role, or if you would like to use a different service provider for any of the listed services, please contact us.

Bond Counsel: Kennedy & Graven, Chartered

Paying Agent: Bond Trust Services Corporation

Rating Agency: S&P Global Ratings (S&P)

Summary:

The City Council may accept or modify the assumptions described in this report and consider adoption of the resolution to establish a May 14, 2024 bond sale date.

PROPOSED DEBT ISSUANCE SCHEDULE

Pre-Sale Review by City Council:	April 9, 2024
Conference Call with Rating Agency and Due Diligence Call to Review Official Statement:	Week of April 22, 2024
Distribute Official Statement:	Week of April 29, 2024
City Council Meeting to Award Sale of the Bonds:	May 14, 2024
Estimated Closing Date:	June 6, 2024

Attachments

Estimated Sources and Uses of Funds

Estimated Proposed Debt Service Schedule

Resolution Authorizing Ehlers to Proceed with Bond Sale (provide by Bond Counsel)

EHLERS' CONTACTS

Stacie Kvilvang, Senior Municipal Advisor	(651) 697-8506
Dan Tienter, Municipal Advisor	(651) 697-8537
Silvia Johnson, Lead Public Finance Analyst	(651) 697-8580
Alicia Gage, Senior Financial Analyst	(651) 697-8551

City of White Bear Lake, Minnesota

\$2,505,000 General Obligation Improvement Bonds, Series 2024A
Assumes Current Market BQ AA+ Rates plus 50bps

Sources & Uses

Dated 05/30/2024 | Delivered 05/30/2024

Sources Of Funds

Par Amount of Bonds	\$2,505,000.00
Prepaid Assessments	84,750.00
Total Sources	\$2,589,750.00

Uses Of Funds

Total Underwriter's Discount (1.300%)	32,565.00
Costs of Issuance	57,000.00
Deposit to Capitalized Interest (CIF) Fund	54,345.50
Deposit to Project Construction Fund	2,444,037.00
Rounding Amount	1,802.50
Total Uses	\$2,589,750.00



City of White Bear Lake, Minnesota

\$2,505,000 General Obligation Improvement Bonds, Series 2024A

Assumes Current Market BQ AA+ Rates plus 50bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+	Fiscal Total
05/30/2024	-	-	-	-	-
02/01/2025	-	-	54,345.50	54,345.50	54,345.50
08/01/2025	-	-	40,590.00	40,590.00	-
02/01/2026	145,000.00	3.300%	40,590.00	185,590.00	226,180.00
08/01/2026	-	-	38,197.50	38,197.50	-
02/01/2027	145,000.00	3.150%	38,197.50	183,197.50	221,395.00
08/01/2027	-	-	35,913.75	35,913.75	-
02/01/2028	150,000.00	3.050%	35,913.75	185,913.75	221,827.50
08/01/2028	-	-	33,626.25	33,626.25	-
02/01/2029	155,000.00	3.000%	33,626.25	188,626.25	222,252.50
08/01/2029	-	-	31,301.25	31,301.25	-
02/01/2030	155,000.00	3.000%	31,301.25	186,301.25	217,602.50
08/01/2030	-	-	28,976.25	28,976.25	-
02/01/2031	160,000.00	3.000%	28,976.25	188,976.25	217,952.50
08/01/2031	-	-	26,576.25	26,576.25	-
02/01/2032	160,000.00	3.050%	26,576.25	186,576.25	213,152.50
08/01/2032	-	-	24,136.25	24,136.25	-
02/01/2033	165,000.00	3.050%	24,136.25	189,136.25	213,272.50
08/01/2033	-	-	21,620.00	21,620.00	-
02/01/2034	170,000.00	3.050%	21,620.00	191,620.00	213,240.00
08/01/2034	-	-	19,027.50	19,027.50	-
02/01/2035	175,000.00	3.150%	19,027.50	194,027.50	213,055.00
08/01/2035	-	-	16,271.25	16,271.25	-
02/01/2036	175,000.00	3.250%	16,271.25	191,271.25	207,542.50
08/01/2036	-	-	13,427.50	13,427.50	-
02/01/2037	180,000.00	3.350%	13,427.50	193,427.50	206,855.00
08/01/2037	-	-	10,412.50	10,412.50	-
02/01/2038	185,000.00	3.450%	10,412.50	195,412.50	205,825.00
08/01/2038	-	-	7,221.25	7,221.25	-
02/01/2039	190,000.00	3.650%	7,221.25	197,221.25	204,442.50
08/01/2039	-	-	3,753.75	3,753.75	-
02/01/2040	195,000.00	3.850%	3,753.75	198,753.75	202,507.50
Total	\$2,505,000.00	-	\$756,448.00	\$3,261,448.00	-

Yield Statistics

Bond Year Dollars	\$22,711.96
Average Life	9.067 Years
Average Coupon	3.3306155%
Net Interest Cost (NIC)	3.4739981%
True Interest Cost (TIC)	3.4888700%
Bond Yield for Arbitrage Purposes	3.3157956%
All Inclusive Cost (AIC)	3.7995806%

IRS Form 8038

Net Interest Cost	3.3306155%
Weighted Average Maturity	9.067 Years

City of White Bear Lake, Minnesota

\$2,505,000 General Obligation Improvement Bonds, Series 2024A

Assumes Current Market BQ AA+ Rates plus 50bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total	Assessments	Levy/(Surplus)
02/01/2025	-	-	54,345.50	54,345.50	(54,345.50)	-	-	-	-
02/01/2026	145,000.00	3.300%	81,180.00	226,180.00	-	226,180.00	237,489.00	58,430.42	179,058.58
02/01/2027	145,000.00	3.150%	76,395.00	221,395.00	-	221,395.00	232,464.75	56,669.51	175,795.24
02/01/2028	150,000.00	3.050%	71,827.50	221,827.50	-	221,827.50	232,918.88	54,908.59	178,010.29
02/01/2029	155,000.00	3.000%	67,252.50	222,252.50	-	222,252.50	233,365.13	53,147.67	180,217.46
02/01/2030	155,000.00	3.000%	62,602.50	217,602.50	-	217,602.50	228,482.63	51,386.75	177,095.88
02/01/2031	160,000.00	3.000%	57,952.50	217,952.50	-	217,952.50	228,850.13	49,625.83	179,224.30
02/01/2032	160,000.00	3.050%	53,152.50	213,152.50	-	213,152.50	223,810.13	47,864.91	175,945.22
02/01/2033	165,000.00	3.050%	48,272.50	213,272.50	-	213,272.50	223,936.13	46,104.01	177,832.12
02/01/2034	170,000.00	3.050%	43,240.00	213,240.00	-	213,240.00	223,902.00	44,343.09	179,558.91
02/01/2035	175,000.00	3.150%	38,055.00	213,055.00	-	213,055.00	223,707.75	42,582.17	181,125.58
02/01/2036	175,000.00	3.250%	32,542.50	207,542.50	-	207,542.50	217,919.63	40,821.24	177,098.39
02/01/2037	180,000.00	3.350%	26,855.00	206,855.00	-	206,855.00	217,197.75	39,060.32	178,137.43
02/01/2038	185,000.00	3.450%	20,825.00	205,825.00	-	205,825.00	216,116.25	37,299.40	178,816.85
02/01/2039	190,000.00	3.650%	14,442.50	204,442.50	-	204,442.50	214,664.63	35,538.50	179,126.13
02/01/2040	195,000.00	3.850%	7,507.50	202,507.50	-	202,507.50	212,632.88	33,777.58	178,855.30
Total	\$2,505,000.00	-	\$756,448.00	\$3,261,448.00	(54,345.50)	\$3,207,102.50	\$3,367,457.63	\$691,559.99	\$2,675,897.64

Significant Dates

Dated	5/30/2024
First Coupon Date	2/01/2025

Yield Statistics

Bond Year Dollars	\$22,711.96
Average Life	9.067 Years
Average Coupon	3.3306155%
Net Interest Cost (NIC)	3.4739981%
True Interest Cost (TIC)	3.4888700%
Bond Yield for Arbitrage Purposes	3.3157956%
All Inclusive Cost (AIC)	3.7995806%

City of White Bear Lake, Minnesota

\$480,250 General Obligation Improvement Bonds, Series 2024A

Assessments - 15 Years

2% over TIC - Equal Principal

Assessments

Date	Principal	Coupon	Interest	Total P+
12/31/2025	32,016.67	5.500%	26,413.75	58,430.42
12/31/2026	32,016.67	5.500%	24,652.84	56,669.51
12/31/2027	32,016.67	5.500%	22,891.92	54,908.59
12/31/2028	32,016.67	5.500%	21,131.00	53,147.67
12/31/2029	32,016.67	5.500%	19,370.08	51,386.75
12/31/2030	32,016.67	5.500%	17,609.16	49,625.83
12/31/2031	32,016.67	5.500%	15,848.24	47,864.91
12/31/2032	32,016.67	5.500%	14,087.34	46,104.01
12/31/2033	32,016.67	5.500%	12,326.42	44,343.09
12/31/2034	32,016.67	5.500%	10,565.50	42,582.17
12/31/2035	32,016.66	5.500%	8,804.58	40,821.24
12/31/2036	32,016.66	5.500%	7,043.66	39,060.32
12/31/2037	32,016.66	5.500%	5,282.74	37,299.40
12/31/2038	32,016.66	5.500%	3,521.84	35,538.50
12/31/2039	32,016.66	5.500%	1,760.92	33,777.58
Total	\$480,250.00	-	\$211,309.99	\$691,559.99

Significant Dates

Filing Date	1/01/2025
First Payment Date	12/31/2025



City of White Bear Lake, Minnesota

\$2,505,000 General Obligation Improvement Bonds, Series 2024A
Assumes Current Market BQ AA+ Rates plus 50bps

Detail Costs Of Issuance

Dated 05/30/2024 | Delivered 05/30/2024

COSTS OF ISSUANCE DETAIL

Municipal Advisor	\$28,000.00
Bond Counsel	\$14,000.00
Rating Agency Fee	\$14,000.00
Miscellaneous	\$1,000.00
TOTAL	\$57,000.00



City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Mayor and City Council
From: Rick Juba, Assistant City Manager
 Dale Hager, Chief of Police
Date: April 9, 2024
Subject: Memorandums of Understanding for Police Hiring and Recruitment Incentives

SUMMARY

The City Council will consider adopting a resolution approving two separate Memorandums of Understanding (MOU) with the Sergeants and Patrol Unions outlining hiring and recruitment incentives.

BACKGROUND INFORMATION

The Minnesota Public Employees Association (MNPEA) represents the White Bear Lake Patrol Officers and Law Enforcement Labor Services (LELS) represents the White Bear Lake Sergeants ("the Unions"). City staff has worked with the Unions to draft a MOUs creating agreed upon hiring and recruitment incentives for new and lateral police officers.

The 2023 State Tax Omnibus Bill included \$300 million dollars in Public Safety LGA, for distribution to every city, county, and tribal nation in Minnesota. The City received \$1,096,939, which is restricted to uses for recruitment, retention, and equipment costs for the Police and Fire Departments.

At the September 12, 2023 Council meeting and amid the final 2024 budget adoption, most of the funds (\$948,500) were allocated to various uses approved between the Police and Fire Departments. There remains approximately \$148,000 of unallocated funds. At a work session on January 23, 2024, Staff and the City Council discussed allocating \$36,000 of the remaining unallocated funds towards hiring incentives in the Police Department.

In response to the current environment around police officer recruitment, offering hiring and recruitment incentives has become commonplace in the industry. The City has not offered such incentives as we had been receiving a decent number of applications up until the past year. While offering such incentives likely won't entirely solve this current issue, it may provide some relief and help the City remain competitive in the race to hire quality personnel.

The Police Department is currently authorized for up to 31 sworn personnel, which includes the Chief, Captains, Sergeants, Investigators, School Resource Officers, Violent Crime Enforcement Task Force Officer and Patrol Officers. The department roster has not been full since the middle

of 2022. Much like most other departments are experiencing, there are not enough quality applicants to fill the number of vacancies in Minnesota. Currently, there are 185 police officer positions open throughout the state.

The mutually agreed upon MOUs, with stipulations, will establish hiring incentives of \$3,000 for new officers, \$6,000 for experienced officers, and \$6,000 for existing White Bear Lake Police Officers and Sergeants who successfully recruit an officer to the Department. Included in the stipulations, is a clause which would require the incentives be paid back to the City if the receiving employee leaves or is terminated for cause within two years of their date of hire for new hires or within two years of receiving the incentive for existing employees. The MOUs are proposed to expire at the end of 2024 or when the funds are exhausted.

This action supports two core strategies of the City's recently adopted strategic plan, including "a safe and welcoming community" and "dedicated and supported City staff." Both of these core strategies mention maintaining appropriate staffing levels. It also supports the high priority short term goal to "fill the police roster by the end of 2024".

RECOMMENDATION

Staff recommends the City Council adopt the attached resolution authorizing the Mayor and City Manager to execute MOUs with the Minnesota Public Employees Association and Law Enforcement Labor Services outlining hiring and recruitment incentives for White Bear Lake Patrol Officers and Sergeants.

ATTACHMENTS

Resolution

RESOLUTION NO.

**RESOLUTION AUTHORIZING AUTORIZING MEMORANDUMS OF UNDERSTANDING
FOR POLICING HIRING AND RECRUITMENT INCENTIVES**

WHEREAS, the White Bear Lake Patrol Officers are represented by the Minnesota Public Employees Association and the White Bear Lake Sergeants are represented by Law Enforcement Labor Services (“the Unions”); and

WHEREAS, The 2023 State Tax Omnibus Bill allocated \$1,096,939 to the City of White Bear Lake for Public Safety Local Government Aid (“LGA”); and

WHEREAS, State designated uses of the public safety LGA funds include recruitment, retention, and equipment costs for police and fire departments; and

WHEREAS, the City recognizes the sworn peace officer shortage in Minnesota, which is currently causing difficulty for the White Bear Lake Police Department to attract and retain peace officers; and

WHEREAS, the City and the Unions have agreed upon Memorandums of Understanding (“MOUs”) outlining hiring and recruitment incentives for existing and newly hired officers which will be in place until the end of 2024 or when the funds are exhausted; and

WHEREAS, in order to receive the incentives, new and current officers and sergeants must follow all stipulations of the applicable Memorandum of Understanding, including maintaining employment with the City for two years.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake, that the Minnesota Public Employees Association and Law Enforcement Labor Services hiring and recruitment incentives Memorandums of Understanding are approved and the Mayor and City Manager are hereby authorized to execute said documents.

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
 Dale Hager, Chief of Police
Date: April 9, 2024
Subject: Remaining Public Safety Local Government Aid Allocation

SUMMARY

The City Council will consider adopting a resolution allocating the remaining Public Safety Local Government Aid funds to the Police Department and authorizing the funds to be expended.

BACKGROUND INFORMATION

The 2023 State Tax Omnibus Bill included \$300 million dollars in Public Safety LGA, for distribution to every city, county, and tribal nation in Minnesota. The City received \$1,096,939, which is restricted to uses such as recruitment, retention, training, community engagement and equipment costs for police and fire departments. At the September 12, 2023 Council meeting and amid the final 2024 budget adoption, most of the funds (\$948,500) were allocated to various uses approved between the Police and Fire Departments. There remains \$148,439 of unallocated LGA, which was intentional to allow time for the Chief of Police and City Manager to analyze potential uses for these funds.

Staff has completed the analysis of potential uses for the LGA and propose using the remaining \$148,439 for operating and capital expenditures as outlined below. At the January 23, 2024 City Council work session, staff discussed a proposed allocation of \$36,000 of the remaining LGA towards hiring and referral incentives for the Police Department. Chief Hager will expound on the requested expenditures at the meeting.

Priority	Cost	Ongoing Expense (Capital / Operating)
In Squad Radar Units	\$16,000	Capital
Evidence Room Renovation	\$30,000	Capital
FTO Software and iPads	\$8,000	O
Updated Squad Graphics	\$15,000	Capital
Recruitment / Retention Incentives	\$36,000	O
Badges due to change in State Seal	\$7,000	O
Officer Training	\$4,000	O
Officer Uniforms	\$4,000	O

Portable Radios	\$6,000	Capital
Squad Car Equipment	\$10,000	Capital
Pathways to Policing (DPS) Grant Supplement	\$12,439	0

RECOMMENDATION

Staff recommends the City Council adopt the attached resolution allocating the remaining Public Safety Local Government Aid funds to the Police Department as presented and authorizing the funds to be expended.

ATTACHMENTS

Resolution

RESOLUTION NO.

RESOLUTION ALLOCATING PUBLIC SAFETY LOCAL GOVERNMENT AID FUNDS TO THE WHITE BEAR LAKE POLICE DEPARTMENT

WHEREAS, The 2023 State Tax Omnibus Bill included \$300 million dollars in Public Safety Local Government Aid (“LGA”) for distribution to every city, county, and tribal nation in Minnesota; and

WHEREAS, the City of White Bear Lake received a total of \$1,096,939 in public safety LGA; and

WHEREAS, State designated uses of the public safety LGA funds includes recruitment, retention, training, community engagement and equipment costs for police and fire departments; and

WHEREAS, the City Council allocated \$948,500 of the funds to various uses between the Police and Fire Departments in September 2023; and

WHEREAS, the Chief of Police has identified qualifying uses for the remaining \$148,439 and the City Manager has reviewed the proposed use of funds and supports the Chief of Police’s request.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake, that the remaining \$148,439 of Public Safety Local Government Aid be allocated to the Police Department for in squad radar unit replacements, evidence room renovation, field training officer software and hardware, updated squad car graphics, officer hiring and recruitment incentives, Department of Public Safety grant supplement funding, updated badges, portable radios, squad car equipment, officer training and officer uniforms.

BE IT FURTHER RESOLVED that the City Manager, or their designee, is hereby authorized and directed to expend the Public Safety Local Government Aid funds on items outlined in this resolution not to exceed \$148,439.

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