



CITY OF NORTH OAKS

Regular City Council Meeting
Thursday, January 11, 2024
7:00 PM, Community Meeting Room, 100 Village Center Drive
MEETING AGENDA

Remote Access - *City Council members will participate in person in Council Chambers (Community Room, 100 Village Center Drive, Suite 150, North Oaks, MN) during the meeting. Members of the public are welcome to attend. Any person wishing to monitor the meeting electronically from a remote location may do so by calling the following Zoom meeting videoconference number: 1-312-626-6799, Webinar ID: 815 6929 4827 or by joining the meeting via the following link:*
<https://us02web.zoom.us/j/81569294827>.

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. Citizen Comments - *Members of the public are invited to make comments to the Council during the public comments section. Up to four minutes shall be allowed for each speaker. No action will be taken by the Council on items raised during the public comment period unless the item appears as an agenda item for action.*

5. Approval of Agenda

6. Consent Agenda - *These are items that are considered routine and can be acted upon with one vote.*

6a. Licenses for Approval:

Arborists: A+A Tree & Landscaping; Aaron Boyd's Tree Service, LLC; Alex's Lawn & Turf, LLC; Andover Tree Care, LLC; Arboreal Tree Care; Birch Tree Care; Bratt Tree Co.; Budget Tree Service; The Davey Tree Company; The FA Bartlett Tree Experts; Langer's Tree Service; New Horizons Tree & Landscaping, LLC; Northern Arborists; NWI Tree Service & Landscaping; Precision Landscape & Tree; Raml Tree Service, LLC; Red Leaf Tree Care; SavaTree, LLC; Vineland Tree Care; Woodchuck Tree Care; Woodland Restorations

Mechanical: Air Quality Services; Anderson Heating; Apollo Heating, Air & Plumbing; Aquarius Home Services; Binder Heating & Air Conditioning; Blue Ox Heating and Air; Bonfe's Heating & Air; Centerpoint Energy Resource Corp, DBA Centerpoint Energy Minnesota Gas; CMS/Nextech LLC; Ellis Geothermal Inc, DBA

Massmann Geothermal and Mechanical; Flare Heating & Air Conditioning; Four Seasons Air Specialists, Inc.; Great West Mechanical, Inc.; Hearth & Home Technologies dba Fireside Hearth & Home; Hero Home Services; Hoffman Ref. & Heating; Joel Smith heating & Air Conditioning, Inc.; Krinkie Heating & Aire Conditioning Co.; Metropolitan Mechanical Contractors; Midwest Electric and Generator, LLC; MSP Plumbing Heating & Air; Ron's Mechanical; Sabre Plumbing Heating & AC; Schulties Plumbing, Inc.; Standard Heating & Air Conditioning

General Contractors: Kraus-Anderson Construction Co.

6b. Approval of City Council Meeting Minutes of 12.14.2023
[12.14.2023 City Council Minutes.pdf](#)

6c. Approval of 2024 City Hall Holiday Schedule
[2024 Holiday Schedule.pdf](#)

6d. Approval of City Financials

Checks #: 15167-15205 EFT #: 788-796
[January 2024 Check Register.pdf](#)

[January 2024 Budget vs Actual Spreadsheets.pdf](#)

6e. Approve resolution accepting donations
[Resolution Accepting Donations for Open House aging grant.pdf](#)

6f. Approve GIS and interactive website for Master Infrastructure Plan
[GIS .pdf](#)

[INPUTID website .pdf](#)

7. Petitions, Requests & Communications - Deputy Matt Lassegard Report

7a. Deputy Lassegard Monthly Sherriff Report
[JanuaryCouncilMeeting RCSO Report.docx](#)

8. Unfinished Business

9. New Business

9a. Consider 2024 City Council Meeting Schedule
[2024 CITY MEETING SCHEDULE.pdf](#)

9b. Consider annual appointment resolution
[Annual apt resolution 2024.pdf](#)

9c. Public Hearing - Consider Ordinance adopting 2024 Fee Schedule

9d. Presentation on solar energy systems
[North Oaks_revised.pdf](#)

10. **Council Member Reports**

11. **City Administrator Reports**

12. **City Attorney Reports**

13. **Miscellaneous**

13a. December Forestry Report
[December in Review.pdf](#)

13b. 2023 Building Official Report
[2023 Annual Building report Summary for Council.pdf](#)
[2023 Annual Building report - Background Summary.pdf](#)

14. **Adjournment** - *The next meeting of the City Council is Thursday, February 8th, 2024.*

**North Oaks City Council
Meeting Minutes
North Oaks City Council Chambers
December 14, 2023**

1. CALL TO ORDER

Mayor Wolter called the meeting to order at 7:00 p.m.

2. ROLL CALL

Present: Mayor Krista Wolter. Council Members Mark Azman, John Shuman, Sara Shah, Tom Watson.

Staff Present: Administrator Kevin Kress, Attorney Bridget Nason, Planner Kendra Lindahl.

Others Present: Videographer Kenny Ronnan.

A quorum was declared present.

3. PLEDGE OF ALLEGIANCE

Mayor Wolter led the Council in the Pledge of Allegiance.

4. CITIZEN COMMENTS

No one appeared to address the City Council during Citizen Comments.

5. APPROVAL OF AGENDA

Administrator Kress asked the City Council to consider Item 9b immediately after the approval of the agenda.

MOTION by Watson, seconded by Shah, to approve the Agenda as revised.

Motion carried unanimously by roll call vote.

9. NEW BUSINESS

9b. Truth in Taxation Hearing 2024 Budget/Levy followed by discussion and possible action on Resolution setting 2024 Budget/Levy

Mayor Wolter opened the Truth in Taxation Hearing at 7:05 p.m.

No one appeared to address the Council.

MOTION by Watson, seconded by Azman to close the Truth in Taxation Hearing at 7:06 p.m. Motion carried unanimously by roll call vote.

Administrator Kress reviewed the total levy at this time is \$2,476,679, noting the budget documents had been were provided for Council review. A typical tax increase is approximately \$150.00. Administrator Kress reviewed the typical city tax bill for homes of differing values, noting North Oaks has one of the lowest tax rates over the last five years. The trend has been relatively low with an average of 11.6% The effective tax rate with the County is 11.833%. The County tax rate is at 45.4%. The School District tax rate is at 16.45% and 33.93% respectively. It is noted on page two of the tax statement, given certain criteria, residents may apply for a refund from the State of Minnesota.

Member Watson referred to the *Star Tribune* article regarding property tax decisions in Hennepin County which also stated the North Oaks tax bills would be going up over \$1,000. He had discussions with Administrator Kress and determined that all of the information was not provided because 8% for Ramsey County and the School District percentage were missing. He noted some residents owning older properties may have made improvements, changing the valuation of the property.

Member Shah agreed the City portion of the tax increase is minimal.

Mayor Wolter noted some tax values increased significantly and mentioned a tax petition can be made regarding valuation by April 30.

Member Azman noted the article built in the increase in value of 10.3%, which includes the increase in value. The \$1,000 increase cited is more due to an increase in property value. Administrator Kress stated the median home values went from \$727,000 to \$802,000.

Administrator Kress stated there are significant amounts of property yet to be built which add into the tax capacity/market value so, over the next couple of years, the City's tax could significantly drop as long as levy stays relatively flat. He noted the forecast is looking very good.

Mayor Wolter reminded residents to file a tax petition if they feel their home value is too high.

MOTION by Shuman, seconded by Watson, to approve Resolution #1503, Approving Final 2023 Tax Levy, Collectible in 2024 and the 2024 Final Budget. Motion carried unanimously by roll call vote.

6. CONSENT AGENDA

- a. Approval of Licenses.**
- b. Approve City Financials.**
- c. Approve City Council Meeting Minutes – 11-09-23 and Special City Council Minutes 11-30-23.**

Member Watson provided several minutes corrections and requested the Consent Agenda be approved with those modifications.

MOTION by Shuman, seconded by Shah, to approve the Consent Agenda as presented with Member Watson's modifications to the minutes. Motion carried unanimously by roll call vote.

7. PETITIONS, REQUESTS & COMMUNICATIONS

a. Deputy Matt Lassegard Report

Deputy Lassegard summarized his written report indicating there were 137 calls for service. Notable incidents included thefts at Spring Farm Development (total of loss \$27,000), porch pirate on Cunningham, catalytic converter theft at Incarnation Lutheran Church, two suspicious incidents, 25 alarm calls 8 of which were at Hill Farm Road, possible road rage on Leaf Wing

Drive, and 20 traffic stops. Deputy Lassegard provided suggestions for construction companies to take measures that would reduce theft. He noted cameras have been installed recently. There will be a Block Captain informational meeting on January 16, 2024 at 6:30 p.m. at 1425 Paul Kirkwold Drive in Arden Hills.

Member Watson asked about the daily report traffic stops showing 10 vs. the 20 reported. Deputy Lassegard stated the report is for November.

8. UNFINISHED BUSINESS

a. Update and discussion and possible action on CLCA water connection with Shoreview
Mr. Jim Clapper, 115 West Pleasant Lake Road, owns property at 8 Anemone Circle. Mr. Jim Bowyer, Charley Lake Board President, was also present. Mr. Clapper stated the project was completed October 27 but there are a few loose ends to complete. He stated they appreciate the Council providing financing for the project and offered a special thanks to Member Watson and Administrator Kress. It was noted there is now water supplied to 20 homes and this is a strategic water line that can serve many more homes. They are still gathering costs, a lot of additional costs have been added, and a discussion will be held after all cost information has been gathered. At this point no decision is needed.

The Council reviewed the December 6, 2023 letter from James Bowyer, Charley Lake Condo Association Board of Directors Chairman, that expressed the Association Board's appreciation of the hard work that was done to connect 20 homes to the Shoreview municipal water system. It was noted the pipe size for the connection ended up being 10-inch diameter, reduced at the meter to 8 inches, and this connection can serve several thousand homes if and when other west end homes within North Oaks need access to municipal water. There was a discussion at the July City Council meeting regarding the City funding the construction costs of the differential between the 8-inch pipe size and the actual size that just the 20 homes would have needed. It was noted there is potential to use American Rescue Plan funds to pay for this differential. The Association Board is asking that this idea be reduced to a specific proposal so final assessments can be determined and implemented. This project will end up costing over \$400,000 when all the engineering and legal costs are aggregated with the actual construction costs. The Council is requested to consider a \$60,000 cost share on this project.

Mr. Bowyer, 13 Anemone Circle, stated they worked with HR Green. They paid \$14,000 for a water assistance study. In that study the administrative, engineering, legal, etc. fees were estimated to be \$27,000 for entire project. A year later in May 2022, those charges were estimated to be \$41,000, in April 2023 they were \$84,000, and now the fees are over \$100,000. He requested a detailed billing from HR Green and did not get a response. He asked the City Council to direct staff not to pay any bills from HR Green until they have a chance to review them. He thanked Council for their time and stated they will return to discuss a cost-share.

Administrator Kress stated over the last few years changes were made to the waiver agreements and the plan sets. He agreed it was a pretty simple project that should have never gone that high. Member Shah stated they need to provide detailed information. Mr. Clapper stated they never had visibility of the costs (detailed information). Mr. Bowyer stated there should not be supply

chain issues with engineering costs. It was noted that the project is not completed so more bills would be coming in and the project will need to be completed with HR Green.

Member Watson stated he did consulting work for 40 years and detailed records need to be maintained. He noted a communication could be written by legal counsel that there are concerns, what reasonable steps should be taken, and that future billing be held until detailed information is provided. Administrator Kress stated that sounds reasonable and noted the only item before Council is approval to pay Minger Construction.

MOTION by Azman, seconded by Shuman, to approve the pay app to Minger Construction.

Member Watson asked about payments to this contractor. Administrator Kress stated Minger has kept to the budget and he will confirm that no previous payment has been made.

Motion carried unanimously by roll call vote.

9. NEW BUSINESS (continued)

a. Discussion and possible action on Earned Sick and Safe Time Leave Policy and Personnel Policy updates.

Administrator Kress explained that effective January 1, 2024, employers must provide paid earned sick and safe time (ESST) to eligible employees. At a minimum, the City must provide each eligible employee with at least one hour of ESST for every 30 hours worked, up to 48 hours of accrued ESST a year. Employers may also choose to front load ESST hours to employees at the beginning of each year, either using a 48-hour or 80-hour front load option. The 48-hour front load option requires a payout of unused leave at the end of a year and the 80-hour option does not require a payout. He reviewed how ESST can be used and stated staff reviewed the policies from surrounding communities for comparison. He noted the City's existing leave policy does not comply with the requirements of this new law. As a result, the City must take action by December 31, 2023 to amend the existing personnel policy to comply with the new ESST requirements.

Administrator Kress presented options for the Council's consideration as detailed in the December 5, 2023 letter from Attorney Nason. He stated the Council is asked to consider the draft PTO/ESST policies and adopt an ESST policy which shall be incorporated into the City's existing personnel policy. In addition to the ESST changes, the Council is asked to approve additional revisions to the City's personnel policy to reflect the recent designation of Juneteenth as a State holiday.

MOTION by Shuman, seconded by Shah, to approve Resolution #1504 adopting an ESST policy as presented with 80 hours front loaded.

Member Shah stated she understands the City needs to be compliant. She noted if an employee started with the City and worked three months, their accrued PTO would need to be paid out. She asked if the City has a policy on holidays. Administrator Kress stated he believes there are ten holidays.

Member Watson asks what happens when an employee does not complete a year. Attorney Nason stated if 80 hours are front-loaded, carryover is not required nor is payout so there are different ways to handle it and the Council can determine that the ESST is not paid out. Administrator Kress stated there is more turnover on part-time employees vs. full-time employees.

Member Azman stated it is confusing regarding the banked hours. Attorney Nason stated the first 80 hours of PTO are ESST hours and those hours are not to be paid out if employment is terminated. Administrator Kress stated policy needs to be set before January 1. Member Azman asked if they could give 40 hours January 1st and 40 hours July 1st. Attorney Nason clarified that 48 could be front loaded.

Member Shuman voiced concern this may affect hiring. Administrator Kress stated most City employees are veteran employees and he does not fear any will be leaving.

Member Azman asked about the accrual method which Attorney Nason explained.

Member Shuman asked if the City has the tools to handle the accrual method. Administrator Kress stated it has not been done that way in the past and at some point, a separate account may need to be set up.

Attorney Nason stated if 48 hours are front-loaded, then the balance of ESST would need to be paid out at the end of each calendar year and if 80 hours are front-loaded, no hours would need to be paid at the end of each calendar year. This is a policy decision.

Member Watson asked about the job-share position and how ESST is handled. Mayor Wolter stated it seems there will be major changes on this next year so something is needed in the policy to address when someone leaves. Mayor Wolter asked if the City needs to make sure its contractors are complying with this law, noting contractors may need to increase rates to cover for ESST for their employees.

MOTION by Watson, seconded by Shuman, to approve Resolution # 1504 adopting an ESST policy as presented with 80 hours of ESST front-loaded. Motion carried unanimously by roll call vote.

9b. Truth in Taxation Hearing 2024 Budget/Levy followed by discussion and possible action on Resolution setting 2024 Budget/Levy

This item was considered after Item 5.

10. COUNCIL MEMBER REPORTS

Member Watson stated the property owner of 12 Dogwood has chosen to take down 120 trees and 30 more will be removed in the Spring. The issue is the trees were all felled into the pond and Rivard Tree Service said that is the way it is done. Member Watson noted that NOHOA has a tree policy but perfectly live trees were felled so something needs to be done. Administrator Kress stated he spoke with City Forester Rehder and indicated if this is not remediated, they will

receive a letter and be fined for every day the trees are not removed from the pond. Member Watson stated debris and branches were left everywhere. Member Shuman asked if the company can be blacklisted to do any further business in North Oaks until this is resolved. Member Watson stated this is not the first time this has happened. North Oaks does not have a tree policy but in the past, NOHOA was sent a citation. Member Azman asked if North Oaks had the authority for a stop order. Member Watson stated he was walking by and noticed it. Member Shah suggested staff get more information before proceeding. Member Watson suggested NOHOA and the City meet to discuss trees and possibly create an ordinance.

Mr. Bill Long, 19 Evergreen Road, stated he was told those were diseased ash trees, leaning toward the pond, and his understanding was that the trees would be remove the trees from the pond when they can. He noted there is no requirement to approach NOHOA when removing diseased trees. Mr. Long suggested the Administrator and Forester talk with Rivard Tree Service. Member Shah stated Rivard Tree Service may not be done and may intend to remove the trees from the pond. She does not want to do anything without getting all the facts. Member Watson stated this is an ordinance or policy matter and asked if it will happen again in the future.

The Council agreed with Mayor Wolter's suggestion that Administrator Kress and City Forester Rehder follow-up with Rivard Tree Service about this issue.

Member Watson stated he has offered to ride along with Deputy Lassegard and he would like to be part of those looking at the contract for Ramsey County Sheriff services because there are problems in three other cities with the Sheriff's contract. Mayor Wolter asked Member Watson to work with Administrator Kress to schedule a January work session to review the Sheriff's contract.

Member Shuman thanked Member Shah for attending the Vadnais Lakes Area Water Management Organization (VLAWMO) meeting. There will be a North Oaks Safety and Security Task Force Meeting on January 11, 2024 at 5:00 p.m. with the intent of inviting the public to attend. He would like to see community involvement during that meeting.

Mayor Wolter reported the Aging in Place Grant given to North Oaks, noting Kendra has put together an event on December 20, 4-6 p.m., at the North Oaks Golf Club where people can complete the survey for the grant. Member Wolter stated in looking at the Master Infrastructure Plan, there have been discussions about possible water situations, road standards, and the interactive website.

Member Azman stated Damon Price was hired as the new Technical Operations Manager for the Cable Commission and will start January 2.

Member Shah stated she attended the VLAWMO Board Meeting on December 13 where the feasibility study for Tamarack and Willison Lakes was approved. That 10-year plan should kickoff in 2024 in two phases. They VLAWMO also discussed its Comprehensive Water Management Plan. She thanked everyone who attended the Fire Department Open House and wished Happy Holidays and Merry Christmas to all.

11. CITY ADMINISTRATOR REPORTS

Administrator Kress noted North Oaks was selected by *BusinessView Magazine* as the Best Managed City Under 10,000. They will be doing an article for their February 2024 issue. He explained that a Council motion is needed to authorize staff to work with others for preparation of the article. Member Shuman acknowledged this recognition is due to staff’s amazing work.

By general consensus, the Council authorized staff to submit information for the *Business View Magazine* article.

Administrator Kress stated he provided the Mayor with a bid proposal for review and it will be re-addressed in January. He noted that typically, at the end of the year, he offers remote time to staff for those that would like to do that. He stated he and Member Watson met with White Bear Township to review the JPA changes and this issue will be brought to the January session. Member Watson mentioned an engineering firm will need to be hired.

Administrator Kress stated the proposal is under \$10,000 for the Council Chambers and Member Watson and Mayor Wolter expressed interest in looking at options prior to bringing it to the Council in January.

12. CITY ATTORNEY REPORTS

None.

13. MISCELLANEOUS

a. MMCD 2023 – Annual Mosquito Control Report.

Administrator Kress reviewed the summary of work completed by the Metropolitan Mosquito Control District (MMCD) in the North Oaks area during the 2023 mosquito control season.

14. ADJOURNMENT

MOTION by Watson, seconded by Shah, to adjourn the meeting at 9:00 p.m. Motion carried unanimously by roll call.

Kevin Kress, City Administrator

Krista Wolter, Mayor

Date approved_____



City of North Oaks
2024 Holiday Schedule

January 1	—	New Year’s Day (observed)
January 15	—	Martin Luther King Day
February 19	—	President’s Day
May 27	—	Memorial Day
June 19	—	Juneteenth
July 4	—	Independence Day
September 2	—	Labor Day
October 14	—	Columbus Day
November 11	—	Veteran’s Day (observed)
November 28, 29	—	Thanksgiving
December 24, 25, 26	—	Christmas



NORTH OAKS

01/11/24 2:01 PM

Page 1

*Check Summary Register©

Checks 12/15/23-01/11/24

Name	Check Date	Check Amt	
10100 Checking			
788e	P E R A	12/18/2023	\$1,409.47 PERA 12-21-23
789e	PAYROLL	12/18/2023	\$10,283.87 Full time staff
790e	ADP	12/28/2023	\$159.00 12/22/23 PR
791e	Department of Labor & Industry	12/28/2023	\$5,573.48 4th Qtr State Surcharge
792e	PAYROLL	1/1/2024	\$10,200.98 Full time staff
793e	P E R A	1/1/2024	\$1,425.69 PERA 01-04-24
794e	ADP	1/5/2024	\$126.42 01/04/240 PR
795e	COMCAST	1/8/2024	\$465.97 Dark Fiber- December
796e	EUREKA RECYCLING	1/10/2024	\$1,499.46 December 2023 Revenue Share
15167	LeVander, Gillen & Miller, P.A	12/28/2023	\$0.00 20 Duck Pass Rd Variance
15168	Madison National Life	12/28/2023	\$178.83 LTD & STD - January 2024
15169	Metro Council Envir Srvc-SAC	12/28/2023	\$12,300.75 December SAC Fees
15170	MINGER CONSTRUCTION	12/28/2023	\$208,825.56 CLCA Water Connection
15171	North Oaks Golf Club	12/28/2023	\$2,223.86 Aging in Place Event - North Oaks Golf Club
15172	PAYROLL	12/28/2023	\$2,955.03 City Council
15173	Rebekah Johnson	12/28/2023	\$12,600.00 Pool Fence Escrow Release
15174	Sambatek, Inc.	12/28/2023	\$43,850.95 Consulting Services through 12/2/2023
15175	Staples Business Credit	12/28/2023	\$30.90 Office Supplies
15176	White Bear Township	12/28/2023	\$19,632.35 129 Spring Farm Road
15177	Xcel Energy	12/28/2023	\$897.19 28 Osprey Ct. 304097160
15178	Connexus Energy	1/11/2024	\$7.89 5919 Centerville - December
15179	Gopher State One-Call, Inc.	1/11/2024	\$17.55 Monthly Services - December
15180	Kelly & Lemmons, P.A.	1/11/2024	\$835.00 December Prosecution
15181	Lake Johanna Fire Department	1/11/2024	\$244,751.00 1st half Payment for Services
15182	Landform Professionals	1/11/2024	\$6,998.10 Red Forest Way
15183	League MN Cities Ins Trust	1/11/2024	\$21,189.00 Property/Casualty Insurance
15184	Leonard Carl Prof Services	1/11/2024	\$32,415.71 December Permit & Plan Review
15185	Madison National Life	1/11/2024	\$173.57 LTD & STD - February
15186	Marco, Inc.	1/11/2024	\$811.00 Copier Rental - January
15187	Metro Council Envir Srvc-Sewer	1/11/2024	\$7,348.76 Monthly Sewer - February
15188	Metro-Inet	1/11/2024	\$3,377.00 IT Services
15189	MN PEIP	1/11/2024	\$2,015.05 Coverage 2/1/24 to 2/29/24
15190	Ninenorth	1/11/2024	\$976.33 December Services
15191	North Oaks Village Center LLC	1/11/2024	\$9,183.47 Commercial Base Rent (01/24)
15192	Nykanen Inspections	1/11/2024	\$1,695.20 Electrical Inspections - December
15193	Peterson-Waddle Recycling	1/11/2024	\$27,442.49 Cart Delivery & Repair
15194	Premium Waters, Inc.	1/11/2024	\$44.20 Equipment & Water Service - December
15195	Ramsey County Elections	1/11/2024	\$4,430.00 Election Services 2024 - 1st Quarter
15196	Ramsey County-Emergency Comm	1/11/2024	\$2,165.90 Fleet Support - December
15197	RAVE MOBILE SAFETY	1/11/2024	\$4,570.00 Critical Communications Set up Fee
15198	REHDER FORESTRY CONSULTI	1/11/2024	\$1,462.60 December 2023 Services
15199	ROADKILL ANIMAL CONTROL	1/11/2024	\$129.00 1 Deer - December 2023
15200	Sambatek, Inc.	1/11/2024	\$11,127.50 Consulting Services - October 2023
15201	Staples Business Credit	1/11/2024	\$358.57 Staples Membership Fee
15202	Timesaver Off Site Secretarial	1/11/2024	\$234.50 December CC Meeting
15203	U S Bank	1/11/2024	\$438.57 Aging in Place Mailing
15204	White Bear Township	1/11/2024	\$8,900.00 Water Hookup - 51 Spring Farm Road
15205	MACKENZIE EVENTS AND CONS	1/11/2024	\$1,350.00 Event Coordination
Total Checks			\$729,087.72

NORTH OAKS

01/11/24 2:01 PM

Page 2

***Check Summary Register©**

Checks 12/15/23-01/11/24

Name

Check Date

Check Amt



_____ Mayor Krista Wolter

_____ Mark Azman

_____ Sara Shah

_____ John Shuman

_____ Thomas Watson

***Check Detail Register©**

Checks 12/15/23-01/11/24

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 Checking					
788 e	12/18/23	PERA			
E 101-41300-131		HEALTH, DENTAL, LIFE,	\$1,409.47		PERA 12-21-23
		Total	\$1,409.47		
789 e	12/18/23	PAYROLL			
E 101-41300-101		WAGES - FULL TIME	\$7,955.56	12212023	Full time staff
E 101-41300-103		WAGES - PART TIME/TE	\$2,212.47	12212023	Part time Staff
E 101-41300-131		HEALTH, DENTAL, LIFE,	\$755.09	12212023	PERA (7.5%)
E 101-41300-122		FICA CONTRIBUTIONS	\$770.22	12212023	FICA
G 101-21701		FEDERAL TAXES PAYAB	\$1,126.97	12212023	FWH
G 101-21701		FEDERAL TAXES PAYAB	(\$1,126.97)	12212023	FWH
E 101-41300-131		HEALTH, DENTAL, LIFE,	(\$1,409.47)	12212023	PERA
G 101-21702		STATE TAXES PAYABLE	\$520.66	12212023	SWH
G 101-21702		STATE TAXES PAYABLE	(\$520.66)	12212023	SWH
		Total	\$10,283.87		
790 e	12/28/23	ADP			
E 101-41300-131		HEALTH, DENTAL, LIFE,	\$159.00		12/22/23 PR
		Total	\$159.00		
791 e	12/28/23	Department of Labor & Industry			
E 101-42400-451		BUILDING PERMIT SURC	\$5,573.48		4th Qtr State Surcharge
		Total	\$5,573.48		
792 e	01/01/24	PAYROLL			
E 101-41300-101		WAGES - FULL TIME	\$7,955.56	01042024	Full time staff
E 101-41300-103		WAGES - PART TIME/TE	\$2,128.28	01042024	Part time Staff
E 101-41300-131		HEALTH, DENTAL, LIFE,	\$763.77	01042024	PERA (7.5%)
E 101-41300-122		FICA CONTRIBUTIONS	\$779.07	01042024	FICA
G 101-21701		FEDERAL TAXES PAYAB	\$1,067.62	01042024	FWH
G 101-21701		FEDERAL TAXES PAYAB	(\$1,067.62)	01042024	FWH
E 101-41300-131		HEALTH, DENTAL, LIFE,	(\$1,425.70)	01042024	PERA
G 101-21702		STATE TAXES PAYABLE	\$530.02	01042024	SWH
G 101-21702		STATE TAXES PAYABLE	(\$530.02)	01042024	SWH
		Total	\$10,200.98		
793 e	01/01/24	PERA			
E 101-41300-131		HEALTH, DENTAL, LIFE,	\$1,425.69		PERA 01-04-24
		Total	\$1,425.69		
794 e	01/05/24	ADP			
E 101-41300-131		HEALTH, DENTAL, LIFE,	\$126.42		01/04/240 PR
		Total	\$126.42		
795 e	01/08/24	COMCAST			
E 101-41300-309		COMPUTER/INTERNET/	\$465.97	191469175	Dark Fiber- December
		Total	\$465.97		
796 e	01/10/24	EUREKA RECYCLING			
E 101-43200-384		RECYCLING	\$1,499.46	INV2249	December 2023 Revenue Share

NORTH OAKS

***Check Detail Register©**

Checks 12/15/23-01/11/24

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$1,499.46		
15167	12/28/23	LeVander, Gillen & Miller, P.A			
E 101-41900-305		ESCROW/PROJECT PAY	\$27.50		20 Duck Pass Rd Variance
E 101-41900-305		ESCROW/PROJECT PAY	\$137.50		4 Dove Lane Variance
E 101-41600-304		LEGAL FEES - GENERAL	\$522.50		Spring Farm Variance
E 101-41900-305		ESCROW/PROJECT PAY	(\$27.50)		20 Duck Pass Rd Variance
E 101-41900-305		ESCROW/PROJECT PAY	(\$137.50)		4 Dove Lane Variance
E 101-41600-304		LEGAL FEES - GENERAL	(\$522.50)		Spring Farm Variance
Total			\$0.00		
15168	12/28/23	Madison National Life			
E 101-41300-131		HEALTH, DENTAL, LIFE,	\$178.83	1598205	LTD & STD - January 2024
Total			\$178.83		
15169	12/28/23	Metro Council Envir Srvcs-SAC			
E 602-49450-455		SAC FEES	\$12,300.75		December SAC Fees
Total			\$12,300.75		
15170	12/28/23	MINGER CONSTRUCTION			
G 801-22021		CHARLEY LAKE CONDO	\$208,825.56	23-048	CLCA Water Connection
Total			\$208,825.56		
15171	12/28/23	North Oaks Golf Club			
E 101-45100-470		COMMUNITY FUNCTION	\$2,223.86		Aging in Place Event - North Oaks Golf Club
Total			\$2,223.86		
15172	12/28/23	PAYROLL			
E 101-41100-103		WAGES - PART TIME/TE	\$2,475.00		City Council
E 101-41100-103		WAGES - PART TIME/TE	\$270.00		Planning Commission
E 101-41300-122		FICA CONTRIBUTIONS	\$210.03		FICA
Total			\$2,955.03		
15173	12/28/23	Rebekah Johnson			
G 801-22003		POOL FENCE ESCROW	\$12,600.00		Pool Fence Escrow Release
Total			\$12,600.00		
15174	12/28/23	Sambatek, Inc.			
E 101-41900-303		ENGINEERING SERVICE	\$13,082.51	25739	Master Infrastructure Plan
G 801-22024		RED FOREST WAY SOU	\$29,675.94	25742	Red Forest Way South
E 101-41900-303		ENGINEERING SERVICE	\$1,092.50	25743	Consulting Services through 12/2/2023
Total			\$43,850.95		
15175	12/28/23	Staples Business Credit			
E 101-41300-210		OPERATING SUPPLIES	\$30.90		Office Supplies
Total			\$30.90		
15176	12/28/23	White Bear Township			
E 601-49400-383		WATER - WBT	\$4,450.00		129 Spring Farm Road
E 601-49400-383		WATER - WBT	\$4,450.00		66 Spring Farm Road
E 601-49400-383		WATER - WBT	\$4,450.00		64 Spring Farm Road

NORTH OAKS

***Check Detail Register©**

Checks 12/15/23-01/11/24

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 601-49400-383		WATER - WBT	\$4,450.00		20 Pondview Trail
E 602-49450-429		MISC/LIFTSTATIONS	\$1,832.35	20231219320	Labor & Equipment
		Total	\$19,632.35		
15177	12/28/23	Xcel Energy			
E 602-49450-381		ELECTRIC UTILITIES	\$25.73		28 Osprey Ct. 304097160
E 602-49450-429		MISC/LIFTSTATIONS	\$112.30		901 Wilkinson Blvd, 304097283
E 602-49450-429		MISC/LIFTSTATIONS	\$37.13		Liftstation #11, 304464164
E 602-49450-429		MISC/LIFTSTATIONS	\$62.98		Liftstation #9, 304097091
E 602-49450-429		MISC/LIFTSTATIONS	\$51.42		Liftstation #2, 302953888
E 602-49450-429		MISC/LIFTSTATIONS	\$48.21		Liftstation #5, 302894636
E 602-49450-429		MISC/LIFTSTATIONS	\$32.99		Liftstation #1, 3026600004
E 602-49450-429		MISC/LIFTSTATIONS	\$47.67		Liftstation #3, 302368925
E 601-49400-381		ELECTRIC UTILITIES	\$50.29		24 Maycomb, 304471197
E 406-43000-381		ELECTRIC UTILITIES	\$56.13		7 Willow Road, 51-0572815-6
E 406-43000-381		ELECTRIC UTILITIES	\$42.69		8 Poplar Lane Aeration
E 101-43100-381		ELECTRIC UTILITIES	\$61.47		Street Lighting
E 101-43100-381		ELECTRIC UTILITIES	\$93.85		Traffic Signals
E 101-43100-381		ELECTRIC UTILITIES	\$114.42		City, 303585928 & 30383965
E 602-49450-429		MISC/LIFTSTATIONS	\$59.91		2 Hill Farm Rd - 305082928
		Total	\$897.19		
15178	01/11/24	Connexus Energy			
E 101-43100-381		ELECTRIC UTILITIES	\$7.89		5919 Centerville - December
		Total	\$7.89		
15179	01/11/24	Gopher State One-Call, Inc.			
E 101-42300-300		PROFESSIONAL SERVIC	\$17.55	3120642	Monthly Services - December
		Total	\$17.55		
15180	01/11/24	Kelly & Lemmons, P.A.			
E 101-41600-315		LEGAL FEES - PROSEC	\$835.00	62192	December Prosecution
		Total	\$835.00		
15181	01/11/24	Lake Johanna Fire Department			
E 101-42200-313		CONTRACT SERVICES	\$244,370.00	905	1st half Payment for Services
E 401-42200-500		CAPITAL OUTLAY	\$381.00	908	2023 Capital Expense - Gas Monitors
		Total	\$244,751.00		
15182	01/11/24	Landform Professionals			
E 101-41910-300		PROFESSIONAL SERVIC	\$3,747.85	35165	Age Friendly Grant
G 801-22024		RED FOREST WAY SOU	\$79.00	35167	Red Forest Way
E 101-41910-300		PROFESSIONAL SERVIC	\$600.75	35167	Ordinance Amendments
E 101-41900-305		ESCROW/PROJECT PAY	\$39.50	35167	4 Dove Lane Variance
E 101-41900-305		ESCROW/PROJECT PAY	\$55.00	35167	70 West Pleasant CUP
E 101-41900-305		ESCROW/PROJECT PAY	\$118.50	35167	Gate Hill Fence Variance
E 101-41910-300		PROFESSIONAL SERVIC	\$2,357.50	35167	City Business & City Meetings
		Total	\$6,998.10		
15183	01/11/24	League MN Cities Ins Trust			
E 101-41300-360		INSURANCE	\$21,189.00		Property/Casualty Insurance

NORTH OAKS

***Check Detail Register©**

Checks 12/15/23-01/11/24

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$21,189.00		
15184	01/11/24	Leonard Carl Prof Services			
E 101-42400-313		CONTRACT SERVICES	\$32,415.71		December Permit & Plan Review
Total			\$32,415.71		
15185	01/11/24	Madison National Life			
E 101-41300-131		HEALTH, DENTAL, LIFE,	\$173.57		LTD & STD - February
Total			\$173.57		
15186	01/11/24	Marco, Inc.			
E 101-41300-210		OPERATING SUPPLIES	\$811.00	35643619	Copier Rental - January
Total			\$811.00		
15187	01/11/24	Metro Council Envir Srvc-Sewer			
E 602-49450-385		SEWER	\$7,348.76	0001166824	Monthly Sewer - February
Total			\$7,348.76		
15188	01/11/24	Metro-Inet			
E 101-41300-309		COMPUTER/INTERNET/	\$3,377.00	1692	IT Services
Total			\$3,377.00		
15189	01/11/24	MN PEIP			
E 101-41300-131		HEALTH, DENTAL, LIFE,	\$2,015.05	1352933	Coverage 2/1/24 to 2/29/24
Total			\$2,015.05		
15190	01/11/24	Ninenorth			
E 101-41420-345		CABLE TV	\$976.33	2023-251	December Services
Total			\$976.33		
15191	01/11/24	North Oaks Village Center LLC			
E 101-41300-410		RENTALS	\$5,199.20		Commercial Base Rent (01/24)
E 101-41300-410		RENTALS	\$3,984.27		Commercial Cam - OpEx (01/24)
Total			\$9,183.47		
15192	01/11/24	Nykanen Inspections			
E 101-42400-313		CONTRACT SERVICES	\$1,695.20		Electrical Inspections - December
Total			\$1,695.20		
15193	01/11/24	Peterson-Waddle Recycling			
E 101-43200-384		RECYCLING	\$25,124.35		Monthly Services
E 101-43200-384		RECYCLING	\$350.00		Cart Delivery & Repair
E 101-43200-384		RECYCLING	\$150.00		Storage Rent
E 101-43200-384		RECYCLING	\$1,421.57		COVID 19 Volume Surcharge
E 101-43200-384		RECYCLING	\$396.57		Fuel Charge
Total			\$27,442.49		
15194	01/11/24	Premium Waters, Inc.			
E 101-41300-210		OPERATING SUPPLIES	\$29.29	319827172	Equipment & Water Service - December
E 101-41300-210		OPERATING SUPPLIES	\$11.92	319847030	Equipment & Water Service - December
E 101-41300-210		OPERATING SUPPLIES	\$2.99	319853818	Equipment & Water Service - December

NORTH OAKS

***Check Detail Register©**

Checks 12/15/23-01/11/24

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$44.20		
15195	01/11/24	Ramsey County Elections			
E 101-41400-340		ELECTIONS	\$4,430.00	PRRRV-0024	Election Services 2024 - 1st Quarter
Total			\$4,430.00		
15196	01/11/24	Ramsey County-Emergency Commun			
E 101-42100-313		CONTRACT SERVICES	\$9.36	EMCOM-011	Fleet Support - December
E 101-42100-313		CONTRACT SERVICES	\$301.50	EMCOM-011	CAD Services - December
E 101-42100-313		CONTRACT SERVICES	\$1,855.04	EMCOM-011	911 Dispatch - December
Total			\$2,165.90		
15197	01/11/24	RAVE MOBILE SAFETY			
E 101-42110-313		CONTRACT SERVICES	\$2,500.00	INV-59333	Critical Communications Set up Fee
E 101-42110-313		CONTRACT SERVICES	\$2,070.00	INV-59333	Rave Alert External Bundle
Total			\$4,570.00		
15198	01/11/24	REHDER FORESTRY CONSULTING			
E 101-46100-316		TREE PRESERVATION	\$1,462.60		December 2023 Services
Total			\$1,462.60		
15199	01/11/24	ROADKILL ANIMAL CONTROL			
E 101-46100-318		NATURAL RESOURCES	\$129.00		1 Deer - December 2023
Total			\$129.00		
15200	01/11/24	Sambatek, Inc.			
E 101-41900-303		ENGINEERING SERVICE	\$731.25	25412	Consulting Services - October 2023
E 101-41900-303		ENGINEERING SERVICE	\$10,396.25	25861	Master Infrastructure Plan
Total			\$11,127.50		
15201	01/11/24	Staples Business Credit			
E 101-41100-433		DUES AND SUBSCRIPTI	\$299.00		Staples Membership Fee
E 101-41300-210		OPERATING SUPPLIES	\$59.57	7621805427	Desk Calendars, 1099NEC
Total			\$358.57		
15202	01/11/24	Timesaver Off Site Secretarial			
E 101-41100-313		CONTRACT SERVICES	\$234.50	M28823	December CC Meeting
Total			\$234.50		
15203	01/11/24	U S Bank			
E 101-45100-470		COMMUNITY FUNCTION	\$438.57		Aging in Place Mailing
Total			\$438.57		
15204	01/11/24	White Bear Township			
E 601-49400-383		WATER - WBT	\$4,450.00		Water Hookup - 51 Spring Farm Road
E 601-49400-383		WATER - WBT	\$4,450.00		Water Hookup - 53 Spring Farm Road
Total			\$8,900.00		
15205	01/11/24	MACKENZIE EVENTS AND CONSULTING			
E 101-45100-470		COMMUNITY FUNCTION	\$1,350.00	183	Event Coordination
Total			\$1,350.00		

***Check Detail Register©**

Checks 12/15/23-01/11/24

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
			10100	\$729,087.72	

Fund Summary

10100 Checking

101 GENERAL	\$428,716.91
401 FIRE EQUIPMENT	\$381.00
406 LGWA	\$98.82
601 WATER	\$26,750.29
602 SEWER	\$21,960.20
801 ESCROWS	\$251,180.50
	<u>\$729,087.72</u>

Mayor Krista Wolter

Mark Azman

Sara Shah

John Shuman

Thomas Watson

CITY OF NORTH OAKS APPROVED 2024 BUDGET

Updated 01/11/24

APPROVED 2024 EXPENDITURES

ActCode	DEPT Descr	OBJ Descr	2023 Budget	12/31/23	% of Budget	UnderLine	2024 Budget	1/11/2024	% of Budget
101-41100-103	LEGISLATIVE -	WAGES - PART TIME/TEMP	\$12,600.00	\$11,355.00	90.12%	CC/PC wages 675/mayor;	\$12,600.00	\$0.00	0.00%
101-41100-311	LEGISLATIVE -	CONFERENCES/SEMINARS	\$800.00	\$1,146.00	143.25%		\$800.00	\$0.00	0.00%
101-41100-313	LEGISLATIVE -	CONTRACT SERVICES	\$7,200.00	\$3,706.25	51.48%	Timesavers	\$4,500.00	\$234.50	5.21%
101-41100-350	LEGISLATIVE -	PUBLISHING & ADVERTISING	\$2,200.00	\$2,701.99	122.82%	Legal/P.H	\$2,200.00	\$0.00	0.00%
101-41100-433	LEGISLATIVE -	DUES AND SUBSCRIPTIONS	\$18,802.00	\$18,943.97	100.76%	NWYFS/LMC/MCMA	\$19,664.00	\$299.00	1.52%
101-41300-101	CITY	WAGES - FULL TIME	\$209,786.00	\$198,889.00	94.81%		217,187.00	\$7,955.56	3.66%
101-41300-103	CITY	WAGES - PART TIME/TEMP	\$60,772.00	\$60,055.69	98.82%		84,284.00	\$2,128.28	2.53%
101-41300-122	CITY	FICA CONTRIBUTIONS	\$21,005.00	\$20,951.10	99.74%		21,789.00	\$779.07	3.58%
101-41300-127	CITY	DEFERRED COMP	\$0	\$0.00					
101-41300-131	CITY	HEALTH, DENTAL, LIFE, LTD INS	\$53,000.00	\$51,768.31	97.68%	Car/PERA/Health	56,565.00	\$3,078.80	5.44%
101-41300-131	CITY	CAR ALLOWANCE	\$4,000.00	\$3,666.63	91.67%	Car Allowance	4,000.00		0.00%
101-41300-210	CITY	OPERATING SUPPLIES	\$30,500.00	\$18,163.74	59.55%	Office/IT/Software	\$30,500.00	\$914.77	3.00%
101-41300-309	CITY	COMPUTER/INTERNET/GIS	\$59,000.00	\$52,424.05	88.85%	Granicus/Polco/Comcast	\$63,700.00	\$3,842.97	6.03%
101-41300-310	CITY	TRAINING	\$3,000.00	\$1,883.49	62.78%	League/MCMA/MAMA	\$3,000.00		0.00%
101-41300-321	CITY	TELEPHONE SERVICES		\$0.00					
101-41300-322	CITY	MAILBOXES	\$5,000.00	\$3,476.97	69.54%	passthrough	\$5,000.00		0.00%
101-41300-350	CITY	PUBLISHING & ADVERTISING	\$552.00	\$138.00	25.00%	CUP Filings	\$552.00		0.00%
101-41300-360	CITY	INSURANCE	\$20,000.00	\$23,232.00	116.16%		\$25,000.00	\$21,189.00	84.76%
101-41300-381	CITY	ELECTRIC UTILITIES	\$1,200.00	\$1,075.63	89.64%		\$1,200.00		0.00%
101-41300-410	CITY	RENTALS	\$108,500.00	\$116,505.29	107.38%	Office Rent	\$110,116.00	\$9,183.47	8.34%
101-41300-430	CITY	MISCELLANEOUS EXPENSE	\$7,600.00	\$27,722.05	364.76%	Website/Domaln/OPG	\$2,000.00		0.00%
101-41400-300	ELECTIONS	PROFESSIONAL SERVICES	\$21,221.00	\$20,160.00	95.00%	Election Contracts	\$20,892.00	\$4,430.00	21.20%
101-41420-300	CABLE TV	PROFESSIONAL SERVICES	\$40,600.00	\$37,956.48	93.49%		\$40,125.00	\$976.33	2.43%
101-41500-301	FINANCE	AUDIT SERVICES	\$17,300.00	\$20,378.00	117.79%	AEM - 3 year contract	\$20,375.00		0.00%
101-41600-304	LEGAL	LEGAL FEES - GENERAL	\$40,000.00	\$60,215.30	150.54%	Kennedy & Graven	\$50,000.00		0.00%
101-41600-306	LEGAL	LEGAL - LAWSUIT							
101-41600-315	LEGAL	LEGAL FEES - PROSECUTION	\$13,104.00	\$11,552.00	88.16%	Kelly & Lemmons	\$13,104.00	\$835.00	6.37%
101-41900-300	ENGINEERING	PROFESSIONAL SERVICES		\$0.00		Wenck	\$0.00		
101-41900-303	ENGINEERING	ENGINEERING SERVICES	\$95,000.00	\$35,621.71	37.50%	HR Green	\$75,000.00	\$11,127.50	14.84%
101-41900-303	ENGINEERING	ESCROW/PROJECT PAYABLE	\$5,000.00	\$29,633.10	592.66%	HR Green	\$15,000.00	\$213.00	1.42%
101-41910-300	PLANNING	PROFESSIONAL SERVICES	\$40,000.00	\$39,075.50	97.69%	Planning Fees	\$30,000.00	\$6,706.10	22.35%
101-42100-313	POLICE	CONTRACT SERVICES	\$922,000.00	\$639,413.81	69.35%	Police Contract	\$1,008,955.00	\$2,165.90	0.21%
101-42110-313	SECURITY	CONTRACT SERVICES				Security - RAVE/LPR	\$47,100.00	\$4,570.00	9.70%
101-42200-313	FIRE	CONTRACT SERVICES	\$435,000.00	\$741,567.32	170.48%	LJFD	\$540,000.00	\$244,370.00	45.25%
101-42300-300	EMERGENCY	PROFESSIONAL SERVICES	\$1,000.00	\$1,013.25	101.33%	Gopher State	\$1,000.00	\$17.55	1.76%
101-42300-313	EMERGENCY	CONTRACT SERVICES							

APPROVED 2024 EXPENDITURES (CONTINUED)

101-42400-300	BUILDING	PROFESSIONAL SERVICES	\$500.00	\$217.00	43.40%	Other Inspections	\$500.00		0.00%
101-42400-313	BUILDING	CONTRACT SERVICES	\$300,000.00	\$323,803.84	107.93%		\$300,000.00	\$34,110.91	11.37%
101-42400-451	BUILDING	BUILDING PERMIT SURCHARGE	\$5,000.00	\$19,491.24	389.82%		\$30,000.00		0.00%
101-43100-381	STREETS	ELECTRIC UTILITIES	\$3,000.00	\$1,964.11	65.47%		\$3,000.00		0.00%
101-43100-408	STREETS	STREETS/SIDEWALK/CURB	\$5,500.00	\$7,200.00	130.91%	Mel's Service	\$5,500.00		0.00%
101-43200-384	RECYCLING	RECYCLING	\$330,000.00	\$322,915.09	97.85%		\$356,060.00	\$28,941.95	8.13%
101-43200-384	RECYCLING	RECYCLING (Clean Up Day)	\$8,000.00	\$4,259.15	53.24%	Clean Up/Recycle Day	\$6,000.00		0.00%
101-45100-470	RECREATION-	COMMUNITY FUNCTIONS		\$2,223.86				\$1,788.57	
101-46100-316	NATURAL	TREE PRESERVATION	\$45,000.00	\$46,773.58	103.94%	City Forester	\$45,000.00	\$1,462.60	3.25%
101-46100-317	NATURAL	DEER MANAGEMENT	\$15,000.00	\$0.00	0.00%	Depends on # of deer	\$15,000.00		0.00%
101-46100-318	NATURAL	NATURAL RESOURCES	\$6,000.00	\$4,925.15	82.09%	NRC	\$21,000.00	\$129.00	0.61%
101-46100-319	NATURAL	WEED MANAGEMENT	\$0	\$0.00		Lake Weed Management			
101-49450-313	SEWER	CONTRACT SERVICES	\$15,000.00	\$12,405.00	82.70%	Septic Inspector	\$15,000		0.00%
101-49550-335	AMERICAN	AMERICAN RESCUE PLAN (ARPA)		\$50,491.86					
101-49990-720	UNALLOCATED	TRANSFER OUT	\$250,000.00	\$250,000.00		Fire Capital	\$350,000.00		
101-49990-720	UNALLOCATED	TRANSFER OUT	\$50,000.00	\$50,000.00		Police Capital			
101-49990-720	UNALLOCATED	TRANSFER OUT	\$0.00	\$0.00		General Capital			
			\$3,288,742.00	\$3,351,061.51			\$3,673,268.00	\$391,449.83	

ActCode	DEPT Descr	OBJ Descr	2023 Budget	12/31/23	% of Budget	UnderLine	2024 Budget	1/11/2024	% of Budget
306-47000-601	DEBT SERVICE	BOND PRINCIPAL	\$60,000.00	\$60,000.00		LGWA Bond			
306-47000-611	DEBT SERVICE	BOND INTEREST	\$480.00	\$480.00					
306-47000-620	DEBT SERVICE	PAYING AGENT FEES		\$3,650.00					
400-41910-300	PLANNING	PROFESSIONAL SERVICES				Comp Plan			
400-41910-303	PLANNING	ENGINEERING SERVICES				Comp Plan			
400-43100-408	STREETS	STREETS/SIDEWALK/CURB							
400-46100-318	NATURAL	NATURAL RESOURCES							
401-42200-500	FIRE	CAPITAL OUTLAY	\$200,000.00	\$95,852.55		Fire Expenses	\$350,000.00	\$381.00	
402-49450-430	SEWER	MISCELLANEOUS EXPENSE	\$0.00	\$0.00					
403-47000-720	DEBT SERVICE	TRANSFER OUT	\$0.00	\$0.00					
403-49450-430	SEWER	MISCELLANEOUS EXPENSE	\$0.00	\$0.00					
404-42100-500	POLICE	CAPITAL OUTLAY	\$50,000.00			Police Expenses			
406-43000-381	PUBLIC WORKS	ELECTRIC UTILITIES		\$4,136.15					
WATER & SEWER									
601-41000-420	DEPRECIATION	DEPRECIATION	\$0.00	\$0.00					
601-49400-255	WATER	WATER METERS	\$0.00	\$0.00					
601-49400-313	WATER	CONTRACT		\$14,425.80					
601-49400-330	WATER	SEWER & WATER MISC	\$0.00	\$343.79					
601-49400-381	WATER	ELECTRIC UTILITIES	\$0.00	\$530.83					
601-49400-382	WATER	WATER - SHOREVIEW	\$0.00	\$204,476.22					
601-49400-383	WATER	WATER - WBT	\$0.00	\$94,110.00				\$8,900.00	
601-49550-335	ARPA	AMERICAN RESCUE PLAN		\$18,990.30					
602-41000-420	DEPRECIATION	DEPRECIATION	\$0.00	\$0.00					
602-49450-313	SEWER	CONTRACT							
602-49450-381	SEWER	ELECTRIC UTILITIES	\$0.00	\$308.12					
602-49450-385	SEWER	SEWER	\$0.00	\$77,220.87				\$7,348.76	
602-49450-400	SEWER	REPAIRS AND MAINTENANCE	\$0.00	\$28,415.40					
602-49450-429	SEWER	MISC/LIFTSTATIONS		\$10,485.89					
602-49450-430	SEWER	MISCELLANEOUS EXPENSE	\$0.00	\$0.00					
602-49450-455	SEWER	SAC FEES	\$0.00	\$56,583.45					
			\$3,288,742.00	\$3,351,061.51			\$3,673,268.00	\$391,449.83	

Updated 1/11/24

APPROVED 2024 REVENUES

ActCode	DEPT Descr	OBJ Descr	2023 Budget	12/31/23	% of Budget	UnderLine	2024 Budget	1/11/2024	% of Budget
101-31010	COUNCIL	GENERAL PROPERTY TAXES	\$2,182,645.00	\$2,183,036.40	100.02%		\$2,476,679.00		0.00%
101-31810	COUNCIL	CABLE T.V. FEES	\$91,000.00	\$68,331.13	75.09%		\$91,000.00		0.00%
101-32110	COUNCIL	ALCOHOLIC BEV LICENSE	\$5,650.00	\$5,650.00	100.00%		\$5,650.00		0.00%
101-32111	COUNCIL	TOBACCO LICENSE	\$600.00	\$600.00	100.00%		\$600.00		0.00%
101-32112	COUNCIL	MESSAGE THERAPY LICENSE		\$0.00					
101-32160	COUNCIL	CONTRACTOR LICENSES	\$9,000.00	\$14,655.00	162.83%		\$9,000.00	\$520.00	5.78%
101-32210	COUNCIL	BUILDING PERMIT	\$500,000.00	\$515,179.75	103.04%		\$500,000.00		0.00%
101-32230	COUNCIL	HEAT/PLUMB PERMIT	\$35,000.00	\$74,448.36	212.71%		\$50,000.00		0.00%
101-32240	COUNCIL	ANIMAL LICENSE	\$1,000.00	\$1,920.00	192.00%		\$1,000.00	\$30.00	3.00%
101-32260	COUNCIL	STATE SURCHARGE	\$10,000.00	\$18,901.71	189.02%		\$12,000.00		0.00%
101-32261	COUNCIL	ISTS PERMIT	\$6,750.00	\$5,180.00	76.74%		\$6,750.00		0.00%
101-32262	COUNCIL	RENTAL LICENSE FEE	\$1,000.00	\$500.00	50.00%		\$1,000.00		0.00%
101-32263	COUNCIL	SHORELAND/FORESTRY PERMIT	\$300.00	\$100.00	33.33%		\$300.00		0.00%
101-32264	COUNCIL	ISTS PUMPING RECORDS	\$5,000.00	\$12,440.00	248.80%		\$5,000.00		0.00%
101-33429	COUNCIL	PERA RATE INCREASE AID	\$0.00	\$0.00			\$0.00		
101-33440	COUNCIL	SCORE GRANT	\$15,000.00	\$15,377.00	102.51%		\$15,000.00		0.00%
101-33600	COUNCIL	OTHER GOVT GRANTS/AID	\$0.00	\$232,960.81		CARES FUNDING			
101-34103	COUNCIL	VARIANCE, PUD, PLAT FEES, CUP	\$4,500.00	\$5,400.00	120.00%		\$4,500.00		0.00%
101-34103	COUNCIL	ESCROW FEES		\$47,378.60			\$15,000.00		0.00%
101-34120	COUNCIL	CERTIFICATE OF OCCUPANCY FEE	\$300.00	\$1,000.00	333.33%		\$300.00		0.00%
101-34403	COUNCIL	RECYCLING FEES	\$15,000.00	\$635.40					
101-35100	COUNCIL	FINES AND FORFEITS	\$2,500.00	\$5,601.81	224.07%		\$2,500.00		0.00%
101-35104	COUNCIL	LATE FEES/NSF FEES	\$500.00						
101-36100	COUNCIL	SPECIAL ASSESSMENTS	\$324,280.00	\$322,970.30	99.60%	Recycling Assessment	\$356,060.00		0.00%
101-36101	COUNCIL	SPECIAL ASSESSMENTS - PMC	\$2,067.00	\$1,895.08	91.68%	Peace Methodist Church	\$2,067.00		0.00%
101-36200	COUNCIL	MISCELLANEOUS REVENUES	\$5,000.00	\$4,486.00	89.72%	Conduit Bond & Misc	\$5,000.00		0.00%
101-36210	COUNCIL	INTEREST EARNINGS	\$6,000.00	\$164,594.17	2743.24%		\$40,000.00		0.00%
101-36220	COUNCIL	RENTS	\$50,150.00	\$59,920.75	119.48%	NOHOA Rent	\$57,862.00		0.00%
101-36222	COUNCIL	COMMUNITY FUNCTIONS	\$500.00	\$3,425.00	685.00%	Community Mtg Room	\$1,000.00	\$2,000.00	200.00%
101-36240	COUNCIL	REFUNDS AND REIMBURSEMENT	\$15,000.00	\$34,494.39	229.96%	LMC & Other Rebates	\$15,000.00		0.00%
101-39200	COUNCIL	TRANSFER IN	\$0				\$0.00		
			\$3,288,742	\$3,801,082			\$3,673,268.00	\$2,550.00	

ActCode	DEPT Descr	OBJ Descr	2023 Budget	12/31/23	% of Budget	UnderLine	2024 Budget	1/11/2024	% of Budget
306-36100	COUNCIL	SPECIAL ASSESSMENTS		\$550.00	#DIV/0!	LGWA Bond Assessments			
306-36210	COUNCIL	INTEREST EARNINGS							
400-33418	COUNCIL	MNDOT STATE AID STREETS	\$0						
400-36210	COUNCIL	INTEREST EARNINGS				Special Project Interest			
400-36240	COUNCIL	REFUNDS AND REIMBURSEMENTS							
400-39200	COUNCIL	TRANSFER IN		\$50,000					
401-36210	COUNCIL	INTEREST EARNINGS							
401-36240	COUNCIL	REFUNDS AND REIMBURSEMENT	\$0.00						
401-39200	COUNCIL	TRANSFER IN		\$250,000					
R 403-36210	403-36210	INTEREST EARNINGS	\$0.00						
R 403-37180	403-37180	MAINTENANCE/ESCROW FEE	\$0.00						
R 403-39200	403-39200	TRANSFER IN	\$0.00						
R 404-39200	R 404-39200	TRANSFER IN				Police			
406-36100	COUNCIL	SPECIAL ASSESSMENTS		\$10,330.54					
406-36200	COUNCIL	MISCELLANEOUS REVENUES	\$0			LGWA Maint Assessments			
406-36210	COUNCIL	INTEREST EARNINGS		\$0.00					

601-36200	WATER	MISCELLANEOUS REVENUES							
601-36210	WATER	INTEREST							
601-37100	WATER	WATER USAGE		\$123,255.22					
601-37150	WATER	WATER HOOK-UP - WBT		\$97,900.00					
601-37151	WATER	WATER HOOK-UP - CLP							
601-37155	WATER	WATER METER							
601-37180	WATER	MAINTENANCE/ESCROW FEE		\$11,017.35					
601-37500	WATER	CAPITAL CONTRIBUTION							
601-39200	WATER	TRANSFER IN							
602-36200	WATER	MISCELLANEOUS REVENUES							
602-37170	WATER	WBT WATER SYSTEM MAINTENANCE							
602-37180	WATER	MAINTENANCE/ESCROW FEE		\$19,269.67					
602-37200	SEWER	SEWER USAGE		\$64,811.35					
602-37250	SEWER	SEWER HOOK-UP		\$57,155.00					
602-37500	SEWER	CAPITAL CONTRIBUTION		\$0.00					
			\$3,288,742	\$4,485,371			\$3,673,268	\$2,550	

RESOLUTION NO. 2024-1505

**CITY OF NORTH OAKS
RAMSEY COUNTY, MINNESOTA**

A RESOLUTION AUTHORIZING AND ACCEPTING DONATIONS

WHEREAS, the City of North Oaks (City) is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes, Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts; and

WHEREAS, Northern Stars Home Care, LLC, Snowbird Home Watch, and North Oaks Company have donated funds to the City, which are to be used for the City of North Oaks Aging Grant Survey Open House in the following amounts:

Northern Stars Home Care, LLC	\$500
Snowbird Home Watch	\$500
North Oaks Company	\$2,000

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

WHEREAS, the City is appreciative of the donations and finds that it is appropriate to accept the donations.

NOW, THEREFORE, be it resolved that the City Council of the City of North Oaks does hereby accept the donations in the amounts listed above, and the city clerk is hereby directed to issue receipts to each donor acknowledging the City's receipt of the donations.

Approved by the City Council of the City of North Oaks, Minnesota this 11th day of January, 2024

CITY OF NORTH OAKS

Krista Wolter, Mayor

ATTEST:

Kevin Kress, City Administrator



Real People. Real Solutions.

3507 High Point Drive North
Bldg. 1 Suite E130
Oakdale, MN 55128

Ph: (651) 704-9970
Bolton-Menk.com

January 5, 2024

Kevin Kress, Administrator
City of North Oaks
100 Village Center Drive #230
North Oaks, MN 55127

RE: Proposal for GIS development for the City of North Oaks

Dear Mr. Kress

Bolton & Menk, Inc. understands the increasing role Geographic Information Systems (GIS) plays in the management of organizational data. We also understand that now, more than ever, organizations must work efficiently, cost effectively, and interdependently with each other. We recognize the value and broad potential GIS offers in helping clients attain these performance levels. When expertly applied, GIS elegantly converts creative ideas into tangible tools—tools that are illustrative and intuitive to the end user, helping them extract, manipulate, and analyze data with relative ease. Bolton & Menk routinely undertakes GIS projects for public clients; our understanding of the details and real-world applications sets us apart from other firms.

Bolton & Menk provides the following core technical GIS services:

- GIS Project & Technical Management
- GIS Web Application Development
- Geospatial Data Collection
- ArcGIS Enterprise & Online Implementation
- Desktop GIS Customization
- Data Automation & Analysis
- UAV Services & Remote Sensing

Bolton & Menk's GIS group employs a team of Certified GIS Professionals (GISP) and technicians with a variety of municipal and private sector GIS experience. Whether clients are interested in developing new GIS initiatives or are looking to maintain and enhance their existing systems, our professionals have the expertise and experience to complement clients in meeting their goals. We have used the industry leading Esri GIS software platform since 1999, which provides flexibility to integrate with many business systems and data sources. We currently manage web GIS mapping applications and solutions for more than 100 communities and organizations.

Bolton & Menk promotes and uses the most current Esri GIS software, including ArcGIS Pro, ArcGIS Online, and ArcGIS Enterprise. Bolton & Menk is proud to be an Esri Business Partner

and understands that there is not a one size fits all for GIS solutions, so we help our clients choose and implement the right platform for their needs.

The ArcGIS Online cloud-based platform will allow for Bolton & Menk to assist and manage the city's GIS data and applications. ArcGIS Online is an ideal platform for a multi-agency editing scenario, it will allow city staff as well as our GIS staff to share in data editing. It will also allow for the city to deploy new applications and solutions intended for public consumption and targeted department data collection. Some examples of the public applications may include Story Maps, Citizen Problem Reporting, Lead Service Line Inventory and other web-based viewing applications.

Project Approach – Base Project Tasks

Task 1 – Project Scoping & Communication

Bolton & Menk understands that communication is key to a positive project outcome. We will host a virtual project kick-off meeting and monthly project status meetings. These meetings will be hosted via Microsoft Teams.

Task 2 – ArcGIS Online Implementation

Bolton & Menk will deploy the city of North Oaks ArcGIS Online Organization and setup for initial use. Within this task, we will customize the deployment and initiate the setup of the platform. The city will initially have access via 3 different accounts. Each account type will provide different capabilities to those staff accessing the system. Our GIS staff will initiate the creation of organizational groups in which content and apps can be managed.

The city will be required to purchase an annual subscription to the ArcGIS Online platform. The initial cost will be \$1,260 annually (plus any applicable sales tax) and include 1 ea. ArcGIS Professional Basic, 1 ea. Mobile Worker, and 1 ea. Viewer. The city can add additional users based on required capabilities at any time.

ArcGIS Online Pricing

ArcGIS Professional Basic (Admin & GIS Desktop)	\$765
Mobile Worker (Mobile Data Collection)	\$385
Viewer (Web Application Viewing)	\$110

All associated ArcGIS Online licensing fees will be paid directly to Esri based on their customer agreement with the city of North Oaks.

Task 3 – Existing Data Migration

Bolton & Menk will review and inventory all GIS based data layers and maps that are currently available to the city. The State of Minnesota and Ramsey County both manage several GIS datasets that would be useful to the City of North Oaks. Any other GIS data which has been created by the city or for the city from others should be requested and evaluated for incorporation. Our GIS staff will work with city staff to identify which datasets would be valuable.

We will also work with Ramsey County to obtain the most current parcel and ownership information available. Other existing publicly available information for aerial photography, septic installation records, County Well Index, FEMA Floodplain, Lidar Contours, National Wetland Inventory, and soils will be acquired and made available through ArcGIS Online and the proposed mapping application.

All other existing GIS data layers that are provided and meet the system requirements will be reviewed and migrated to an ESRI compliant format. This provides a standard format that can easily be updated and shared amongst all ESRI applications. This data will be migrated as-is and not include any data collection or modifications.

Task 4 – ArcGIS Web App Builder Deployment

Bolton & Menk GIS staff will assist the city operationalize its GIS mapping by building a web-based viewing application for use on any device. Our GIS staff will coordinate the development of an ArcGIS Web App Builder application for use by city staff. This web-based application will be configured with out-of-the-box components that will allow for map viewing. This web-based mapping application will contain access to all GIS layers created in this project.

Once finalized, Bolton & Menk will schedule a training session with designated city staff. The training session lasts approximately two hours and will be accompanied by a reference guide. Our GIS staff will be available for any technical questions following the staff training.

Optional Task 5 – ArcGIS Field Maps & GPS Collection Setup

Bolton & Menk understands that city staff would like the ability to utilize GPS technology for collecting locations of missing data or for locating purposes. Certain ArcGIS Online licensing levels come with data collection capabilities through the ArcGIS Field Maps application. This native application is installed on mobile devices (IOS or Android). This application provides data collection capabilities and the ability to connect to high accuracy GPS devices. Bolton & Menk can supply GPS data collection device options if the city would like to add these capabilities or our staff can perform these functions on your behalf.

Name:
Date:
Page: 4

On-going Data Maintenance and Map Creation

A key to having a well-established and current GIS is consistent data maintenance. Following completion of tasks in this proposal, Bolton & Menk can support the city with GIS data updates and additions. The cost of providing these updates and additions will be based on our current fee schedule and cost estimates will be provided as requested. Among the types of on-going data management services that may be advisable are:

- Adding new data layers
- Modifying existing layers based on new data provided by the city.
- Zoning designation changes
- Utility map updates
- Linked file inclusion or updates
- Other data additions or updates
- Application or Web Map Modifications
- New Application or Web Map Development
- GIS User Support

Bolton & Menk will work with city staff in determining when and which new data sets are to be added or updated. Bolton & Menk can also perform additional field data collection services to assist the city in updating efforts or new GIS initiatives. Bolton & Menk can provide additional scopes for any new layers the city may want to add.

Project Cost

The following spreadsheet demonstrates the breakdown of tasks, hours, and costs for services to be provided on this project. Any additional tasks requested by the city and outside the scope of this scope and fee letter will be performed at our regular hourly fee schedule rates, to be updated annually in consultation with the city. The total estimated project cost for Bolton & Menk to provide base project tasks to the City of North Oaks as outlined in this document is approximately **\$12,965, on an hourly reimbursable basis**. Initial annual ArcGIS Online subscription is **\$1,280**, paid directly to Esri.

Name:
Date:
Page: 5

Detailed Cost Estimate

Client: City of North Oaks, MN Project: GIS Professional Services		
Task No.	Work Task Description	Total Cost
1.0	Project Scoping & Communication	\$1,574
2.0	ArcGIS Online Implementation	\$1,489
3.0	Existing Data Migration	\$4,510
4.0	ArcGIS Web App Builder Deployment	\$3,380
5.0	ArcGIS Field Maps & GPS Data Collection Setup	\$2,012
Total Fee		\$12,965

We propose to complete this work for an estimated fee of \$12,965. We will begin immediately upon receiving notice to proceed. Please call me if you have any questions at 612-360-1282.

Sincerely,

Bolton & Menk, Inc.



Todd Hubmer, PE
Principal Wate Resource Engineer



**BOLTON
& MENK**

Real People. Real Solutions.

3507 High Point Drive North
Bldg. 1 Suite E130
Oakdale, MN 55128

Ph: (651) 704-9970
Bolton-Menk.com

December 18, 2023

Kevin Kress, Administrator
City of North Oaks
100 Village Center Drive #230
North Oaks, MN 55127

RE: Proposal for Interactive Website (INPUTID).

Dear Mr. Kress

Bolton & Menk prides itself on our successful public engagement process. An engaged and informed public is the best way to garner support for your project. Clear communication is key to building and maintaining public trust.

Our public participation approach is fully integrated into your design process and based on the principles of informed consent. We must be flexible in our design to accommodate specific needs of the public. We concurrently build trust and manage expectations by saying "Yes" when we can and "No" when we must. The City of North Oaks can expect our team to recognize different interests and allow opportunities for input, educating stakeholders on tradeoffs between improvement options, and ultimately creating well-informed stakeholder groups that have a sense of ownership in the recommended alternative.

We strive to change the feeling of "What are you going to do to us?" to "What can we do to improve North Oaks for all of us?" We will accomplish these goals by assembling the right tools and techniques to hear, understand, educate, and inform stakeholders.

We believe that two-way communication of ideas is an essential and often overlooked element in the development and evaluation of engineering solutions. For this reason, Bolton & Menk, Inc. continually welcomes the client's input throughout all phases of the project.

Communication approach

Through this project communications approach, you can expect to have critical information communicated in a timely and proactive manner, including information related to progress status, schedule, technical findings, stakeholder contacts, and costs. Periodic progress meetings are recommended, commensurate with the complexity and schedule of the project. It is critical that the public understands the need for the improvements, how the user costs are developed and equitably distributed, and the project schedule.

Audience

Every community is unique. Based on market research and conversations with the project team, we will build a demographic profile that includes identification of underrepresented groups. Building from the

Name:
Date:
Page: 2

profile, we will develop an audience-focused communication strategy that connects with audiences in spaces and formats that are inviting and accessible to them.

Toolbox

Our two-fold engagement approach incorporates in-person and digital tools to meet the desired level of stakeholder engagement. For each project, we design a custom communication plan that details the approach most suitable for the intended audience. Whether the goal is to simply inform, collect input or gather feedback, we will choose the best set of tools to maximize audience reach and accessibility. Our dynamic toolbox is a mixture of face-to-face and online services. We find a combination is the best way to gather an accurate public opinion. Throughout the public engagement process, we actively assess, manage, and revise our approach to make sure we are serving your community.

We have identified two custom tools that we believe will enhance project engagement: a Story Map project website and INPUTiD™ interactive comment map.

The Story Map website serves as a clearinghouse for project information such as project contacts, schedule, goals, announcements, and materials. Bolton & Menk can create and host a project-specific website or provide content for an already existing website.

The INPUTiD interactive comment map developed by Bolton & Menk is highly customizable, provides a great level of detail, and allows users to react and respond to comments from others within a designated project area. The map has the ability to present multiple project layout/design considerations and provides a platform for the public to tie comments to a specific location. Users can then like or dislike certain comments or scenarios. We work with you to identify the comment types that will drive conversations and maintain a digital dashboard that monitors map engagement. This tool provides an effective scope of what the public is feeling on different ideas.

Tool	Estimated Cost
Story Map Website	\$3,500
INPUTiD Comment Map	\$4,400

We propose to complete this work for an estimated fee of \$8,900. We will begin immediately upon receiving notice to proceed. Please call me if you have any questions at 612-360-1282.

Sincerely,

Bolton & Menk, Inc.



Todd Hubmer, PE
Principal Wate Resource Engineer

PUBLIC SAFETY REPORT

Deputy Matt 651-448-1890

Matt.lassegard@co.ramsey.mn.us

o 198 CALLS FOR SERVICE

▪ NOTABLE

- 29 + extra preventative patrol at Spring Farm Construction Site
- Spring Farm theft spree extended to 9 more incidents. Possible suspect identified.
- 3 Porch Pirate calls not far Pleasant Lake/Dornbush
- Numerous suspicious vehicle calls. New Paper Delivery person
- 31 Traffic Stops

o SAFETY AND SECURITY

- Housing Watch information. Inform neighbors. Snow removal.
- Selling vehicles to private parties.
- DO NOT CALL DEPUTY MATT FOR IMMEDIATE ISSUES.

o OTHER

- 2228 Calls for service in 2023

2024 MEETING SCHEDULE

	<u>CC</u>	<u>NRC</u>	<u>PC</u>
JAN	11	tbd	25
FEB	8	tbd	29
MAR	14	tbd	28
APR	11	tbd	25
MAY	9	tbd	30
JUN	13	tbd	27
JULY	11	tbd	25
AUG	8	tbd	29
SEPT	12	tbd	26
OCT	10	tbd	31
NOV	14	tbd	tbd
DEC	12	<i>tbd</i>	Tbd



Resolution 2024-1506 Setting the Year 2024 Appointments/ City Responsibilities

A RESOLUTION SETTING THE 2024 ANNUAL APPOINTMENTS

WHEREAS, the State of Minnesota requires that municipalities annually declare certain designations and appointments at its first meeting of the year;

and

THEREFORE BE IT RESOLVED, that the Council of the City of North Oaks does hereby declare the following appointments and designations for the calendar year 2024:

Description	2024 Appointments	2024 Alternates
Office of the Mayor (Krista Wolter)	N/A	N/A
1. Acting Mayor	Sara Shah	N/A
Planning and Zoning Services		
3. Planning Commission Chair	Dave Cremons	
4. Planning Commission Members	Joyce Yoshimura Rank (until seat is filled), Nick Sandell, Bob Ostlund, Dave Cremons, Stig Hauge, Grover Savre, one vacancy	N/A
5. Planning Commission member liaison from Council	Mark Azman	Sara Shah
6. Zoning Administrator	Kevin Kress	Leon Ohman
7. Building Code Enforcement Officer	Leon Ohman	
8. I-35E Corridor Management	Kevin Kress	
9. Responsible Govt. Unit (Wetland Conservation Act)	VLAWMO	N/A
10. VLAWMO Board Representative	John Shuman	Sara Shah
Tech Committee	As determined by NRC Commission	

Police Services		
11. Police Liaison to Ramsey C. Sheriff's Dept.	Kevin Kress	John Shuman
12. Representatives, Sheriff's Contract Communities Committee	John Shuman	Sara Shah
Fire Protection Services		
13. LJVFS Relief Association Representative	Sara Shah	Tom Watson
14. Member, Lake Johanna Fire Dept. Board of Directors	Sara Shah	Krista Wolter
Communication and Public Information		
15. North Suburban Cable Commission Representative (NineNorth)	Mark Azman	Tom Watson
Associations and Relationships		
17. Liaison/Home Owners' Associations (NOHOA)	Krista Wolter	John Shuman
18. Ramsey Co. League of Local Governments Board of Directors	Sara Shah	Tom Watson
19. Ramsey Co. League of Local Governments	All City Council members	N/A
20. Responsible Authority (Data Practices)	Kevin Kress	S. Marty
Commissions/Task Forces		
21. Natural Resources Commission Chair	TBD	
22. Natural Resources Commission Members	Andrew Hawkins, David White, Penny Kianian, Addison Motta, Paul Ellis, (3 vacancies)	N/A
23. NRC City Council Representative	TBD	
24. Wildlife Manager	Kevin Kress	John Shuman
27. Recycling Task Force	Krista Wolter	Stephanie Marty

Citations	2024
Authorized to issue citations and cease and desist orders:	L. Ohman (Building Official) K. Kress (City Administrator) Animal Control Officers B. Nason, J. Thomson and (City Attorney) RCSO
Contract Services	2024
1. City Civil Attorney	Bridget Nason and Jim Thomson Kennedy & Graven
2. City Prosecuting Attorney	Kelly and Lemmons
3. City Building Official	Leon Ohman
4. City Sanitary Inspector	Brian Humpal
5. City Cable TV Operator	Maureen Anderson/NineNorth
6. City Engineer	Mike Nielson, Sambatek
7. City Forester	Mark Rehder
8. City Planner	Landform, Kendra Lindahl
9. City Weed Inspector	K. Wolter, K. Kress (assistant)
10. City Police	Ramsey County Sheriff's Department
11. City Fire Protection	Lake Johanna Fire Department
12. Legal Newspaper	Shoreview Press
13. City Auditor	Abdo, Eick & Meyers, LLP
14. City Emergency Management Director	Matt Sather, Lake Johanna Fire, K. Kress-alternate
15. City Official Depositories	4M Fund, US Bank Shoreview
15. City Electrical Inspector	Nykanen Inspections

Adopted by the City Council of the City of North Oaks this 11th day of January, 2024.

By: _____
Krista Wolter
Its: Mayor

Attested:

By: _____

Kevin Kress
Its: City Administrator

North Oaks



Minnesota

Solar Review

by

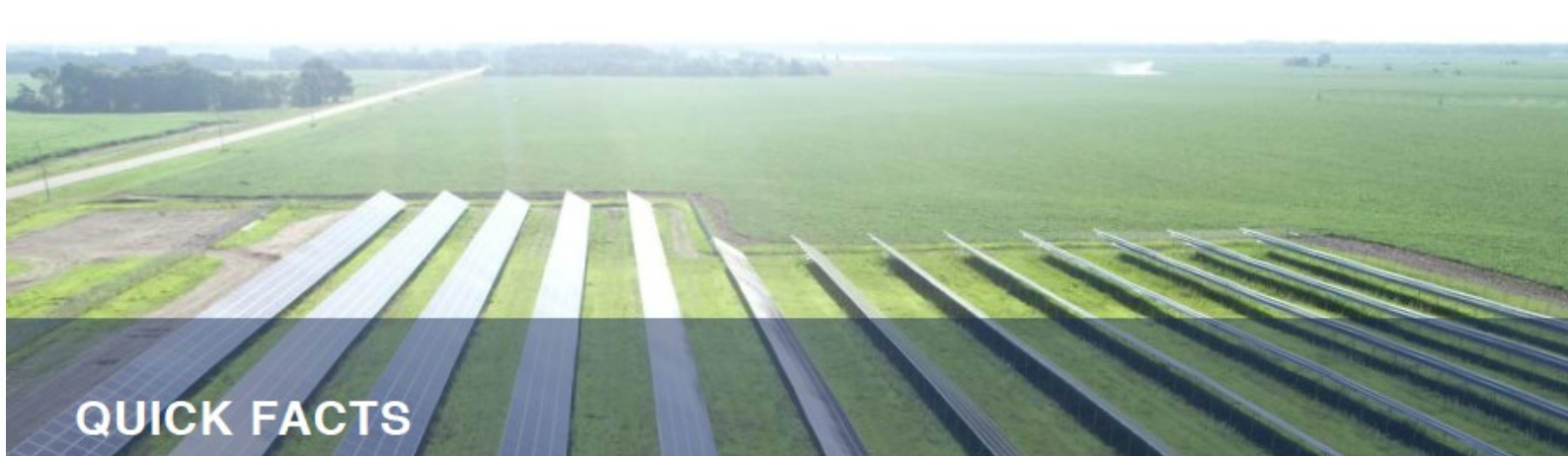


CEDAR CREEK
energy

Agenda

- ▶ Cedar Creek Energy
- ▶ How Solar Works
- ▶ Payback
- ▶ Ground Arrays
- ▶ Rooftop Arrays
- ▶ What can Cedar Creek offer your community?
- ▶ How can we work together?

About Us



QUICK FACTS

- 65+ Employees
- 17 yrs of Experience
- Licensed in MN, WI, IA, SD, & ND
- Turnkey Services: Design to Installation
- Internal quality control & system monitoring
- Creative financing options: capital leases, power purchase agreements, leases, PACE financing & more



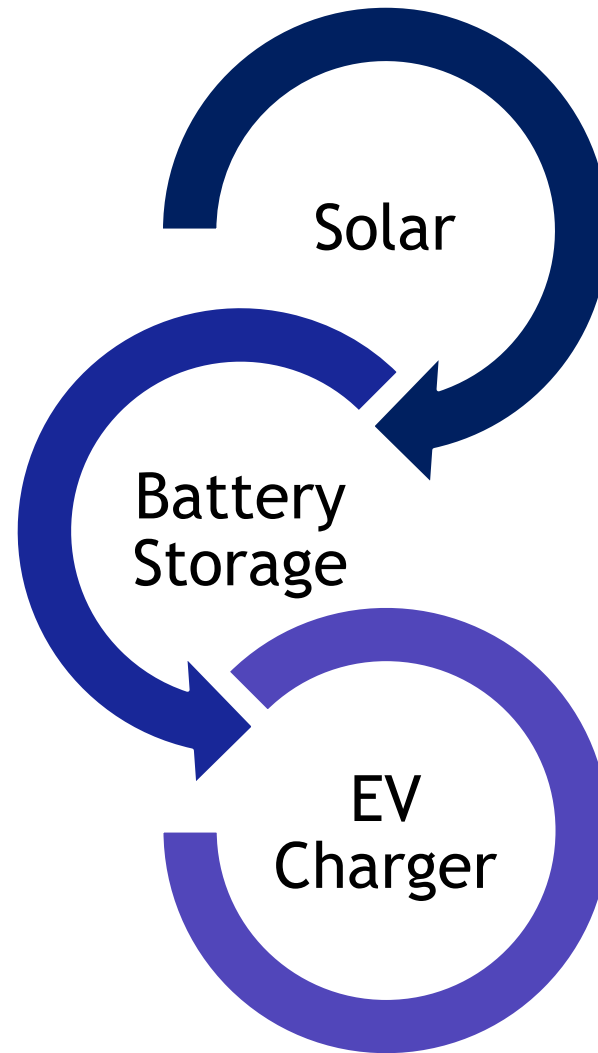


Who is buying solar?

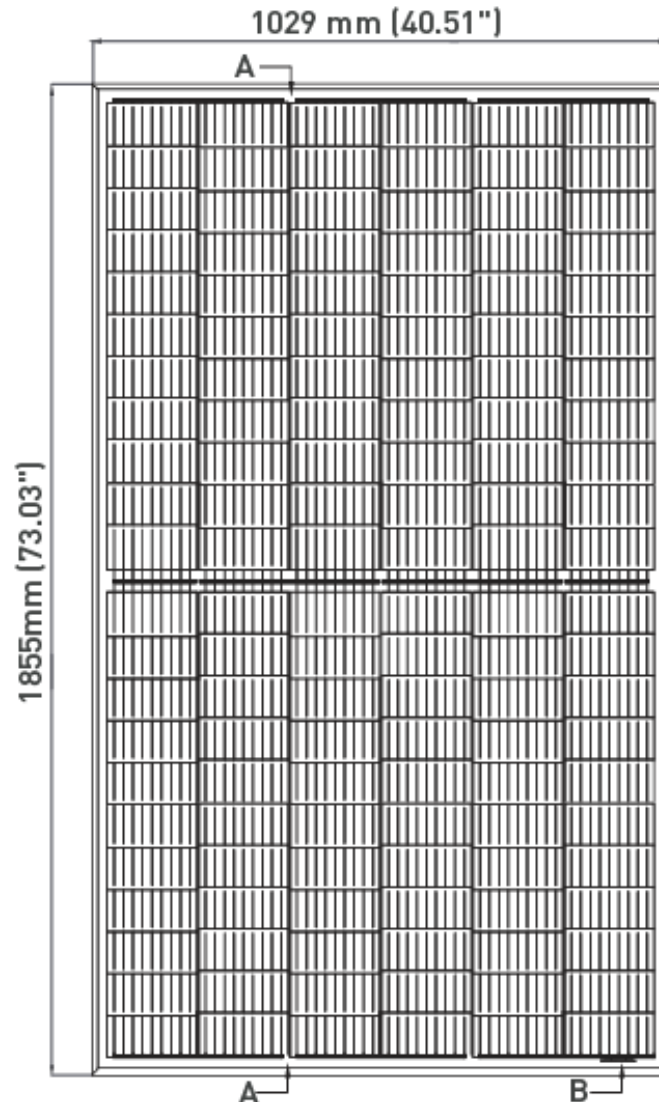


Services Offered

- ▶ Turn -Key Solar
 - ▶ Design
 - ▶ Permitting & Inspection
 - ▶ Installation
 - ▶ Interconnection
 - ▶ Permission to Operate



Solar panel specs



- ▶ General dimensions are 6ft x 3ft
- ▶ Portrait orientation is preferred to avoid double racking costs
- ▶ CCE uses Teir 1 manufacturers with 25 yr warranties
- ▶ Trend - all black for residential rooftops
- ▶ Trend: increasing panel wattage in the same footprint
- ▶ All are around 20% efficiency

Solar Basics

How Net Metering Works

1 Solar panels convert energy from the sun into electricity

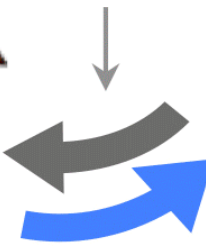
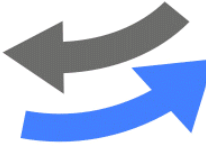
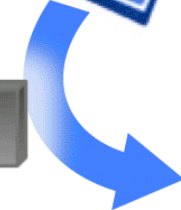
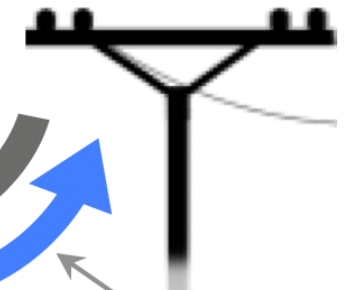
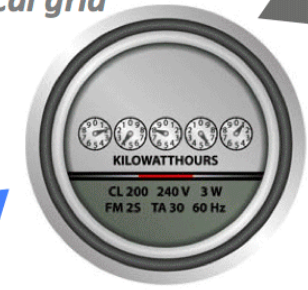
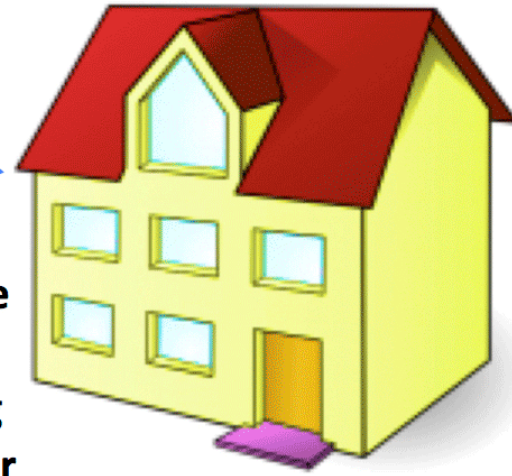
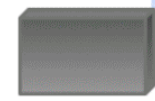
2 An inverter converts the electricity produced by the solar panels from direct current (DC) to alternating current (AC) for use in your home

3 The energy is used in your home

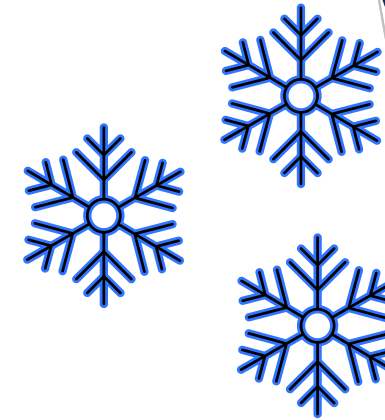
Energy used in your home from the electrical grid

4 A bi-directional meter measures energy used and excess energy produced

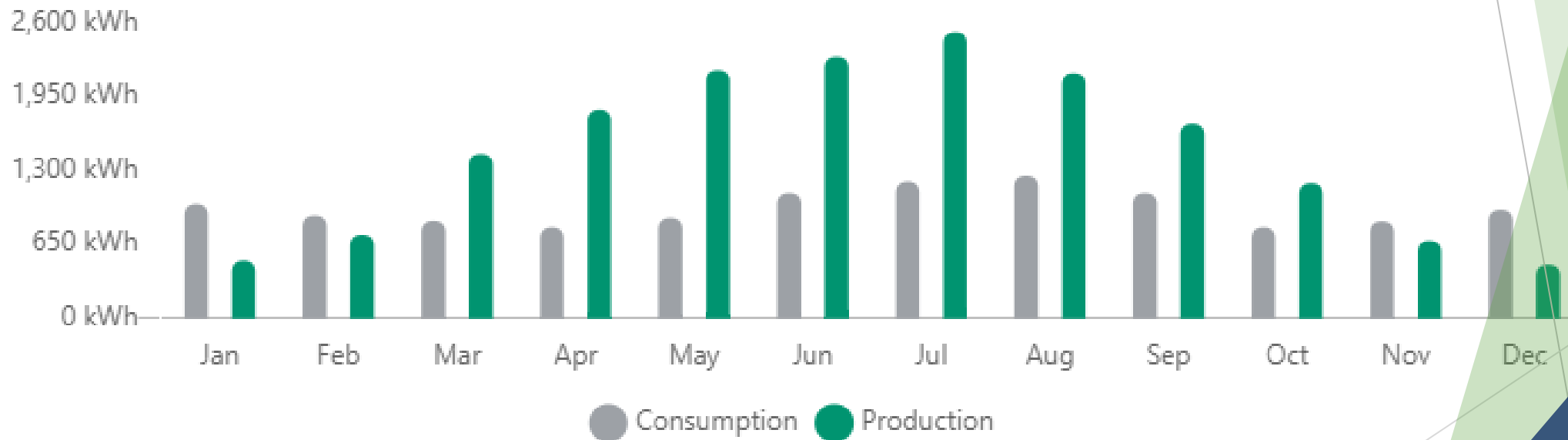
Excess energy from your solar panels not used in your home goes back to the electrical grid



Solar Basics: Design for payback



MONTHLY PRODUCTION (KWH)



Incentives and Rebates

▶ 30% Federal Tax Credit

	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Credit Prior to IRA	26%	22%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Credit Under IRA	30%	30%	30%	30%	30%	30%	30%	30%	30%	30%	30%	26%	22%	0%

- ▶ Xcel Compensation Average Retail rate \$.14251
- ▶ Solar Rewards Rebate
- ▶ Historical ROI 20 years
- ▶ 2024 ROI only 9-14 years

▶ LEGISLATION

- ▶ HOA wins for solar!



Roof top mounts







An aerial photograph of a two-story house with a brown shingled roof. A large array of dark blue solar panels is mounted on the roof. The house has red siding and stone accents. The surrounding area includes a green lawn, several trees (some with autumn foliage), and a concrete driveway. The image is partially obscured by a white and blue geometric overlay on the right side.

Design for Solar Performance

- ▶ Roof-mounted arrays are most cost-effective
- ▶ South, East, or West facing is productive
- ▶ Some shading is tolerable with today's technology
- ▶ Roof size vs. home usage/homeowner goals determine viability



Ground Mount Systems

Ground mount details

- ▶ Elevated 3' off ground
- ▶ American-made steel framing pitched 30°
- ▶ Typically, two panels tall
- ▶ Normal height 15'
- ▶ Given the height, some form of privacy shrubbery is planted by the owner along the road to keep the array out of the site if visible.



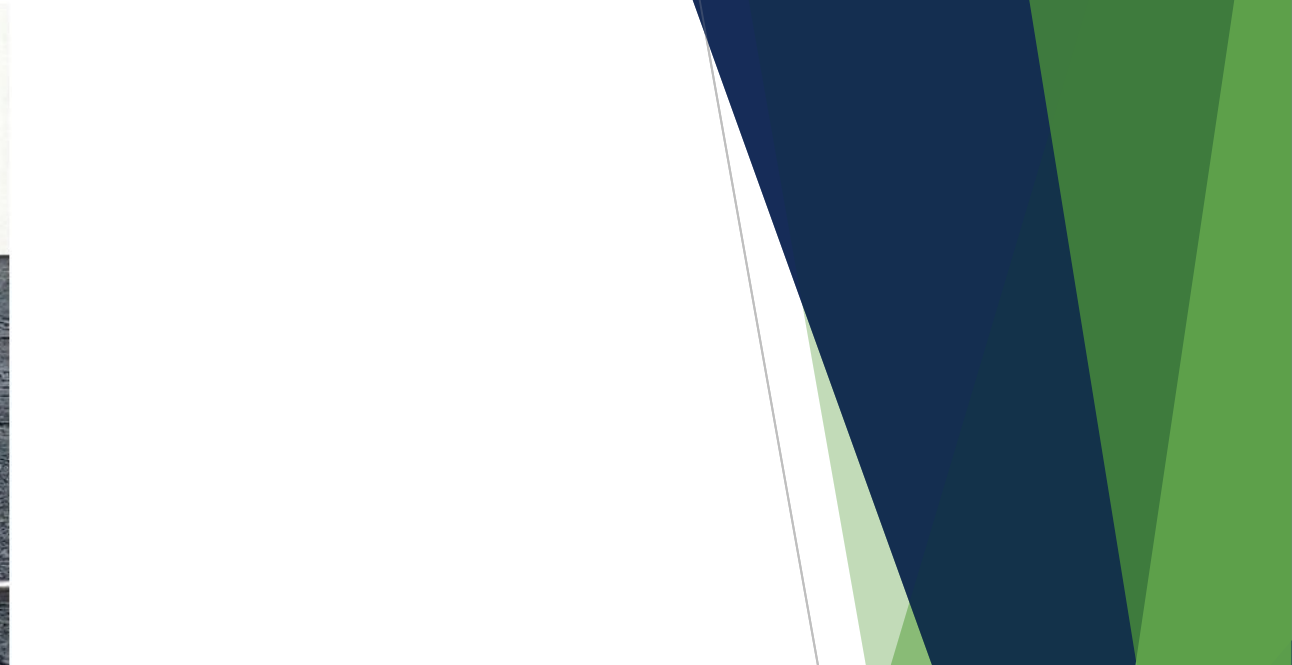
Rear view



Reasons to choose Ground Mount

- ▶ Traditional Roof isn't large enough to meet production goals
- ▶ Roof pitch is too steep 12:12 with no room for lift
- ▶ Roof materials not conducive for installation (Cedar Shake and Slate)
- ▶ Homeowner's preference





Installed with Production Meter

Equipment

Tesla Battery Solution

- **Gateway & Powerwall**
 - Smart Switch can be installed outside near the meter.
 - Subpanel is located to the left of the battery
 - Wall mounts are available.



At the meter, adding a battery

- **1 safety disconnect per battery is added.**
- **Tesla HomeOwners Manual:** [Powerwall 2 AC Owner's Manual \(tesla.com\)](https://tesla.com/powerwall/owner-manual)
- **Power Modes: Backup, Self consumption, & more -** [Powerwall Modes | Tesla Support](https://tesla.com/powerwall/powerwall-modes)

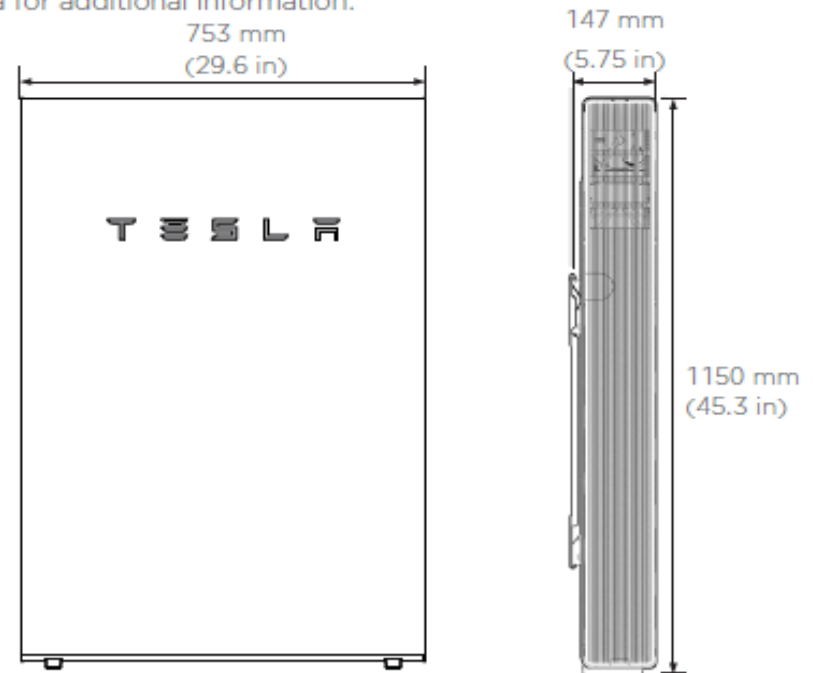




MECHANICAL SPECIFICATIONS

Dimensions	1150 mm x 753 mm x 147 mm (45.3 in x 29.6 in x 5.75 in) ⁴
Weight	114 kg (251.3 lbs) ⁴
Mounting options	Floor or wall mount

⁴Dimensions and weight differ slightly if manufactured before March 2019. Contact Tesla for additional information.



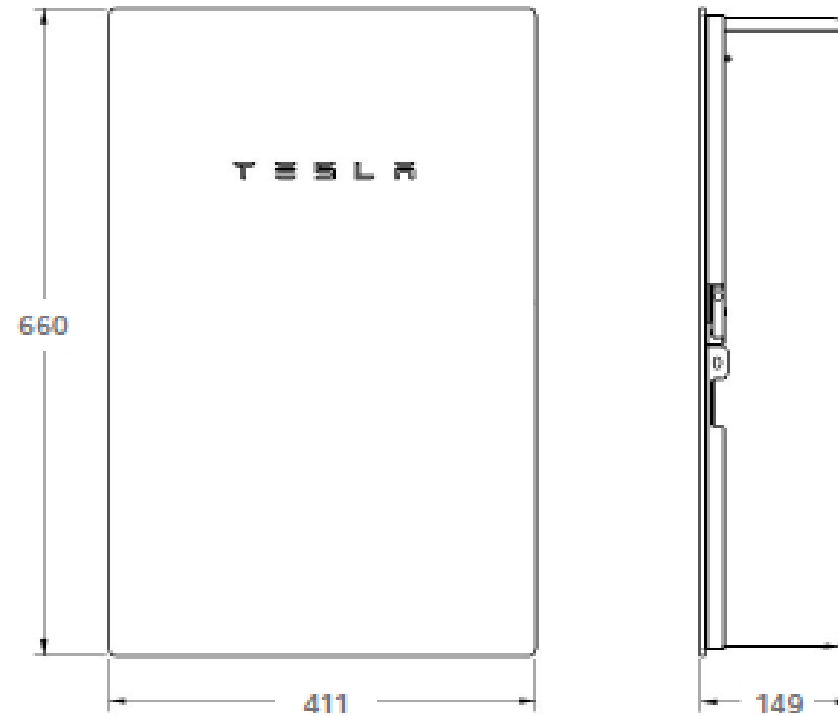
ENVIRONMENTAL SPECIFICATIONS

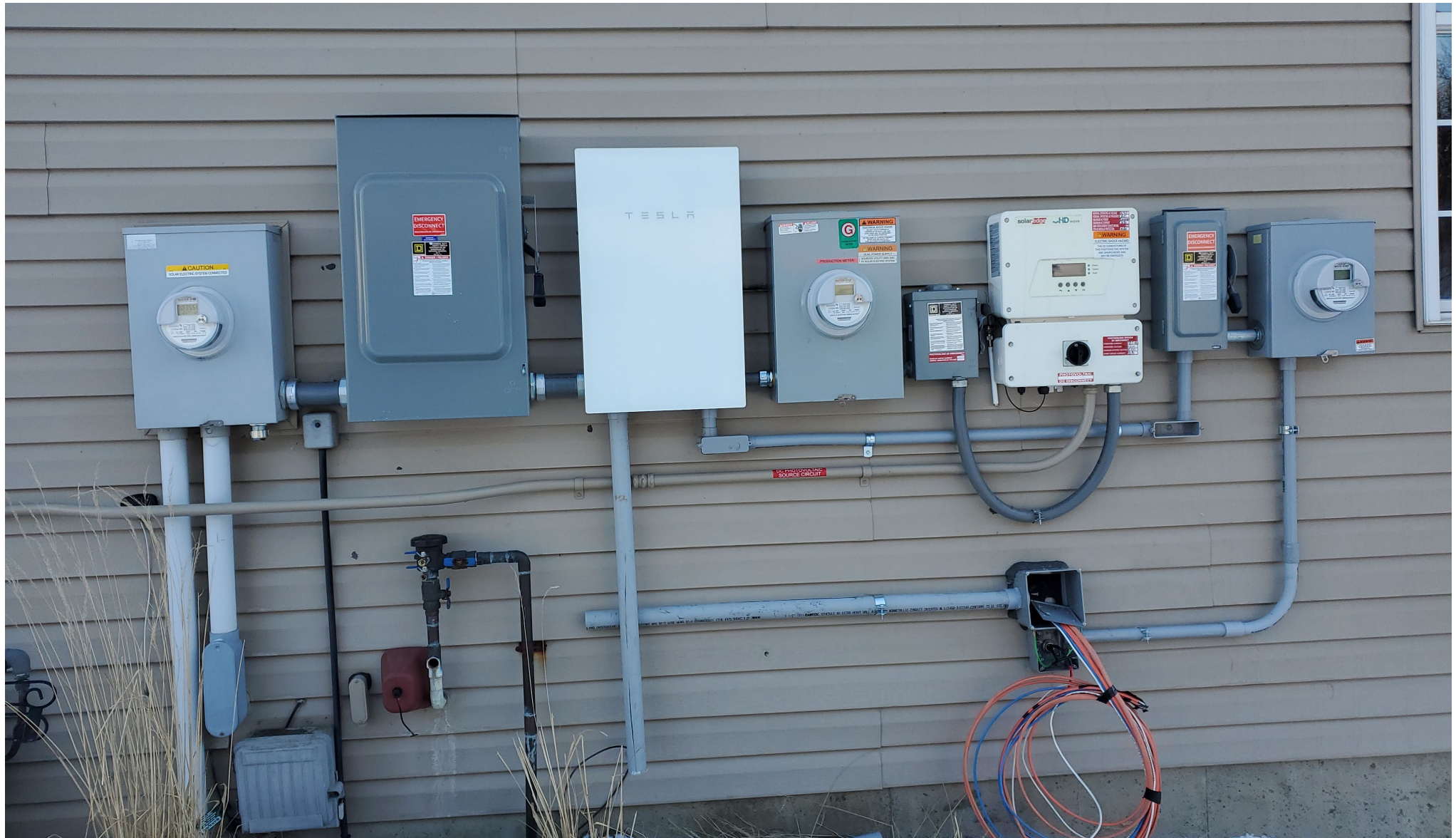
Operating Temperature	-20°C to 50°C (-4°F to 122°F) ⁵
Recommended Temperature	0°C to 30°C (32°F to 86°F)
Operating Humidity (RH)	Up to 100%, condensing

Gateway Specs

MECHANICAL SPECIFICATIONS

Dimensions	660 mm x 411 mm x 149 mm (26 in x 16 in x 6 in)
Weight	20.4 kg (45 lb)
Mounting options	Wall mount, Semi-flush mount





Thank you!



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December Month in Review



Rehder Forestry Consulting

December 2023

- Checking on compliance for ash tree removals and continuing marking diseased ash trees. As we are marking trees year-round, we have a rotating deadline for ash tree removals. We provide additional time if the homeowner requests it, within reason.
- Homeowner calls at 12 Dogwood Ln. We try to educate and inform residents and provide unbiased tree recommendations.
- Checked on potential wetland violation at Nord
- Prepared for and presented Arborist workshop on December 20th.
- Did some oak wilt rechecks in Conservation area for 2024 as well

**2023 Building Official Report
Summary
Leon Ohman – Building Official**

TOTAL Residential Building/Plumbing/Mechanical Permits issued: 738

Valuation: \$37,646,387

Type of Permit	Number Issued	Total Valuation	Notes
Total Building all types	339	\$37,455,372	New construction = 24 homes \$18,093,507 Valuation
Plumbing	128		
Mechanical	271	\$191,015	*only commercial permits based on Valuation
Mechanical Contractor Licenses issued	38		

Within the TOTALs above: Commercial ONLY Permits Issued

Type of Permit	Number Issued	Total Valuation	Notes
Building	13 permits	\$605,971	4 VC Alt, 1 roof Incarnation Church, 5 Fire suppress, 1 Snow shed, 2 signs, 13 Condo C/O's
Condominium C/O's	13		Certificate of Occupancy
Plumbing	2		1 Village Center
Mechanical	28	\$191,015	Hill Farm Condo/VC

Others: Not under Building Official

Type of Permit	Number issued	Notes
Septic – new	13	13 replacements
Septic repairs	1	
Electrical	356	304 Resid Alt, 12 Commercial, 40 OFP
Arborist Licenses issued	38	

TOTAL NUMBER OF 2023 PERMITS ISSUED IN NORTH OAKS: 1108

NORTH OAKS

Permits Issued & Fees Report - Summary

Issued Date From: 1/1/2023 To: 12/31/2023

Permit Type: All Property Type: All Construction Type: All

Include YTD: Yes Status: Not Voided

Permit Kind	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Units	SAC Fees	Total Fees
Permit Type: BUILDING										
COMMERCIAL ACCESSORY STRUCTURE										
Period	1	0	85,200.00	1,078.35	694.43	42.60				1,815.38
YTD	1	0	85,200.00	1,078.35	694.43	42.60				1,815.38
COMMERCIAL ALTERATION										
Period	4	0	221,893.00	2,948.45	1,890.50	110.95				5,883.05
YTD	4	0	221,893.00	2,948.45	1,890.50	110.95				5,883.05
COMMERCIAL FIRE SUPPRESSION										
Period	5	0	107,465.00	1,530.60	749.35	53.73				2,372.78
YTD	5	0	107,465.00	1,530.60	749.35	53.73				2,372.78
COMMERCIAL NEW CONSTRUCTION										
Period	13	0								650.00
YTD	13	0								650.00
COMMERCIAL RE-ROOF										
Period	1	0	191,413.00	1,817.65		95.71				1,913.36
YTD	1	0	191,413.00	1,817.65		95.71				1,913.36
COMMERCIAL SIGNAGE										
Period	2	0		10.00						110.00
YTD	2	0		10.00						110.00
RESIDENTIAL ADDITION										
Period	2	0	865,870.00	6,743.80	4,370.47	432.93				11,547.20
YTD	2	0	865,870.00	6,743.80	4,370.47	432.93				11,547.20
RESIDENTIAL ALTERATION										
Period	83	0	10,532,362.00	100,984.40	61,144.42	5,236.17				170,194.62
YTD	83	0	10,532,362.00	100,984.40	61,144.42	5,236.17				170,194.62
RESIDENTIAL DECK										
Period	24	0	810,361.40	13,266.75	8,467.41	405.17				22,962.13

Permit Kind	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Units	SAC Fees	Total Fees
Permit Type: BUILDING										
	YTD	24	0	810,361.40	13,266.75	8,467.41	405.17			22,962.13
RESIDENTIAL DEMOLITION										
	Period	6	0	117,027.00	2,127.75		58.51			2,186.26
	YTD	6	0	117,027.00	2,127.75		58.51			2,186.26
RESIDENTIAL NEW CONSTRUCTION										
	Period	26	0	18,093,507.25	125,765.85	81,201.80	8,894.73	23	57,155.00	371,677.38
	YTD	26	0	18,093,507.25	125,765.85	81,201.80	8,894.73	23	57,155.00	371,677.38
RESIDENTIAL POOL										
	Period	6	0	572,740.80	6,806.50	4,385.23	286.37			11,478.10
	YTD	6	0	572,740.80	6,806.50	4,385.23	286.37			11,478.10
RESIDENTIAL REPAIR/REPLACE										
	Period	9	0	349,780.00	4,348.00		174.88			4,522.88
	YTD	9	0	349,780.00	4,348.00		174.88			4,522.88
RESIDENTIAL RE-ROOF										
	Period	85	0	3,428,921.53	53,705.35		1,714.46			56,039.96
	YTD	85	0	3,428,921.53	53,705.35		1,714.46			56,039.96
RESIDENTIAL RE-SIDE										
	Period	8	0	344,653.00	4,588.45		172.32			4,760.77
	YTD	8	0	344,653.00	4,588.45		172.32			4,760.77
RESIDENTIAL Solar										
	Period	16	0	367,229.00	6,755.00	4,286.78	183.61			11,225.39
	YTD	16	0	367,229.00	6,755.00	4,286.78	183.61			11,225.39
RESIDENTIAL WINDOWS/DOORS										
	Period	48	0	1,366,950.00	21,903.30	348.50	683.45			23,233.90
	YTD	48	0	1,366,950.00	21,903.30	348.50	683.45			23,233.90
Permit Type: BUILDING - Totals										
	Period	339	0	37,455,372.98	354,380.20	167,538.89	18,545.59	23	57,155.00	702,573.16
	YTD	339	0	37,455,372.98	354,380.20	167,538.89	18,545.59	23	57,155.00	702,573.16

Permit Type: ELECTRICAL

Permit Kind	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Units	SAC Fees	Total Fees
Permit Type: ELECTRICAL										
COMMERCIAL ALTERATION										
Period	12	0		1,475.70		26.60				1,502.30
YTD	12	0		1,475.70		26.60				1,502.30
COMMERCIAL ORDER FOR PAYMENT										
Period	1	0		1,080.00						1,080.00
YTD	1	0		1,080.00						1,080.00
RESIDENTIAL ACCESSORY STRUCTURE										
Period	3	0		242.00		3.00				245.00
YTD	3	0		242.00		3.00				245.00
RESIDENTIAL ALTERATION										
Period	248	0		21,642.00		248.00				21,890.00
YTD	248	0		21,642.00		248.00				21,890.00
RESIDENTIAL NEW CONSTRUCTION										
Period	36	0		5,981.00		36.00				6,017.00
YTD	36	0		5,981.00		36.00				6,017.00
RESIDENTIAL ORDER FOR PAYMENT										
Period	38	0		5,129.00						5,129.00
YTD	38	0		5,129.00						5,129.00
RESIDENTIAL Solar										
Period	18	0		3,595.00		18.00				3,613.00
YTD	18	0		3,595.00		18.00				3,613.00
Permit Type: ELECTRICAL - Totals										
Period	356	0		39,144.70		331.60				39,476.30
YTD	356	0		39,144.70		331.60				39,476.30
Permit Type: MECHANICAL										
COMMERCIAL ALTERATION										
Period	2	0	6,275.00	185.94		3.14				189.08
YTD	2	0	6,275.00	185.94		3.14				189.08
COMMERCIAL FIREPLACE										

Permit Kind	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Units	SAC Fees	Total Fees
Permit Type: MECHANICAL										
	Period	25	0	162,850.00	2,785.68		81.48			2,867.16
	YTD	25	0	162,850.00	2,785.68		81.48			2,867.16
COMMERCIAL HVAC										
	Period	1	0	21,890.00	328.63		10.94			339.57
	YTD	1	0	21,890.00	328.63		10.94			339.57
RESIDENTIAL ALTERATION										
	Period	229	0		22,087.00		229.00			23,481.00
	YTD	229	0		22,087.00		229.00			23,481.00
RESIDENTIAL FIREPLACE										
	Period	10	0		694.00		10.00			704.00
	YTD	10	0		694.00		10.00			704.00
RESIDENTIAL HVAC										
	Period	1	0		341.00		1.00			382.00
	YTD	1	0		341.00		1.00			382.00
RESIDENTIAL NEW CONSTRUCTION										
	Period	2	0		350.00		2.00			352.00
	YTD	2	0		350.00		2.00			352.00
RESIDENTIAL REPAIR/REPLACE										
	Period	1	0		75.00		1.00			76.00
	YTD	1	0		75.00		1.00			76.00
Permit Type: MECHANICAL - Totals										
	Period	271	0	191,015.00	26,847.25		338.56			28,390.81
	YTD	271	0	191,015.00	26,847.25		338.56			28,390.81
Permit Type: PLUMBING										
COMMERCIAL PLUMBING FIXTURES										
	Period	2	0		260.00		2.00			290.00
	YTD	2	0		260.00		2.00			290.00
RESIDENTIAL ALTERATION										
	Period	111	0		12,757.00		111.00			12,945.00

Permit Kind	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Units	SAC Fees	Total Fees
Permit Type: PLUMBING										
	YTD	111	0			12,757.00			111.00	12,945.00
RESIDENTIAL PLUMBING FIXTURES										
	Period	15	0			1,945.00			15.00	2,014.00
	YTD	15	0			1,945.00			15.00	2,014.00
Permit Type: PLUMBING - Totals										
	Period	128	0			14,962.00			128.00	15,249.00
	YTD	128	0			14,962.00			128.00	15,249.00
Permit Type: SEPTIC INSTALL - TYPE 1-3										
RESIDENTIAL NEW SEPTIC										
	Period	13	0			5,905.00				5,905.00
	YTD	13	0			5,905.00				5,905.00
Permit Type: SEPTIC INSTALL - TYPE 1-3 - Totals										
	Period	13	0			5,905.00				5,905.00
	YTD	13	0			5,905.00				5,905.00
Permit Type: Septic Tank Replacement										
RESIDENTIAL ALTERATION										
	Period	1	0			5.00				205.00
	YTD	1	0			5.00				205.00
Permit Type: Septic Tank Replacement - Totals										
	Period	1	0			5.00				205.00
	YTD	1	0			5.00				205.00
Report Total										
	Period	1,108	0	\$37,646,387.98	441,244.15	167,538.89	19,343.75	23	57,155.00	791,799.27
	YTD	1,108	0	\$37,646,387.98	441,244.15	167,538.89	19,343.75	23	57,155.00	791,799.27

